Civil Engg Dept.
Prof R. Srinivasa Kumar
CEED

A - 91-100.
B - 75-90
C - 60-74
D - <60

GEETHANJALI COLLEGE OF ENGINEERING AND TECHNOLOGY
Cheeryal(V), Keesara (M), Medchal (D), Telangana state – 501 301

ACADEMIC AND ADMINISTRATIVE AUDIT REPORT

*** Grade: A: Very Good, B: Good, C: Adequate, D: deficient**

S. No	Criterion	Status		Grade	Exhibits observed	Remarks of Audit Team
		As assessed by department/ institution	As observed by Audit Team			
I.	**Vision, Mission and PEOs,**					
A	1. Are vision and mission statements of the department available?	yes	yes	A	shown	
	2. Are department vision and mission statements consistent with institute statements?	yes	yes.	A	shown	
	3. Are the PEOs available?	yes	yes.	A.	shown.	
	4. Does the department follow a defined process for defining vision, mission and PEOs with the participation of all stakeholders-internal and external stake holders?	yes	yes	B.	shown partially	Feed back from stake holders Need more proof. for 3rd & 4th year related academic activities.

	5. Are the vision, mission and PEOs made available on college website, department notice boards, HoD's chamber, laboratories, lab manuals, course files, and curriculum books etc?	Yes	yes	A	Shown curricula [illegible]	
	6. Are the PEOs consistent with the mission of the department indicated in matrix form with proper justification of correlation parameters?	Yes	Need feedback summary			2017-2020 ~~Need~~ report
	Program curriculum and Teaching-Learning (T and L) Process					
	Program Curriculum					
	1. Does a defined process exist for design of program curriculum?	Yes	yes	A	shown BoS mom.	
II.	2. Are the structure and components of curriculum well balanced and appropriate (as per AICTE Guidelines)?	Yes	yes	A	Shown AR-18 & 20	need pickhats.
	3. Is a valid process followed for mapping of curriculum with PEOs and PSOs?	Yes	yes	A	Shown Need flow chart	shown upto 2016-20. Need 2017 onwards. (PEO)
	4. Is Employability a major consideration in the overall development of the curriculum	Yes	yes	A ✓ 92	Shown. c-prog. lab & web prog.	AR-20 * Cantilever Transprogm. Revit ✓
	B. Teaching – Learning Process					
	1. Is an Academic Calendar prepared and adhered to?	Yes	yes.	A	Shown scheduled Tests	T.T. Almanac
	2. Is evidence of pedagogical initiatives taken, such as collaborative learning, ICT supported teaching etc available?	Yes	yes	A		1. Revit 2. Reliable env.

	3. Does a process exist to identify bright and weak students?	—	Yes	A	Shown	
	4. Does the department have measures to encourage bright students with more complex tasks and motivate weak students to perform better?		yes	A		1. B.Sc chapman books given 2. remedial class 3. P.B.L.
	5. Does a process exist to allocate teaching load to faculty in the department?	yes	yes	A+		work load allotment
	6. Do faculty in the department practice innovative TL practices such as • Collaborative Learning Yes/No • Interaction with student in and outside of class obtaining Feedback Yes/No • Group Learning, Developing Professional Competences. Yes/No • Teaching through value added courses Yes/No • Experiential Learning that facilitates development of Problem-Solving Skills in the students through project based learning Yes/No • Facilitating interaction with various experts in the field through Guest Lectures, Industrial Visits, Field trips thereby making them familiar with occupational awareness. Yes/No		yes yes yes yes yes		✓	Peer Feedback PBL Time table only 2 lectures 1 FDP } 2021-22 2022-23
	7. Is student feedback on T and L process collected and	yes	yes	A		Counselling given to faculty

	acted upon?					
	8. Do the experiments in laboratory support higher level of Bloom's Taxonomy?	Yes	yes	A-		Roof Truss exp. Int 2 Tank design
	9. Is continuous assessment in the laboratory done systematically?	Yes	yes	A+		day to day evaluation sheet
	10. Is a well-defined process followed in the design and validation of question papers as well as for scheme of evaluation of mid-term and semester end examinations?	Yes	yes			question paper with CO BTL
	11. Are questions mapped with course outcomes, and Blooms Taxonomy levels?	Yes	yes			B.P.
	12. Do the assignments given to students facilitate attainment of COs as well as higher levels of Bloom's Taxonomy?	Yes	yes		shown	
	13. Is a well-defined process followed for identification of student projects and allocation of guide(s)?	Yes	yes	A+	Shown	
	14. Are the projects relevant to the POs and PSOs and do they contribute to their attainments?	Yes	yes	✓	✓	POs delivery
	15. Is a well-defined process followed for monitoring and evaluation of the projects and for assessing individual and team performance?	Yes	yes			Reviews Report
	16. Are efforts made to encourage students to develop working prototypes based on projects and/or to	Yes	yes			Rotta Bowing (T.E)

Negligence

	publish papers?					1 paper shown
	17. Particulars of industry supported laboratories established, if any. Is impact analysis of industry interaction made and if, so, is action taken based on the results of the analysis?	~~4~~ Yes	NO.			No specific lab established.
	18. Are students encouraged to undergo internships or summer training? If so, what is the minimum duration of internship?	Yes	yes	A		10 days ~~7~~ 1 month (Summer gap)
	19. Is student feedback taken on the internship experience?	Yes	yes	A		shown
	20. Is Impact analysis of internship made and action taken on the basis of the results of the analysis?	Yes	yes	A		Some candidates are failed if absent *
	21. Average number of days from the date of last semester-end examination till the declaration of results	1 month	yes	A		1 month.
	22. Average percentage of student complaints / grievances about evaluation against total number of students appeared in the examination during last academic year	Nil				* Revaluation = ? ~~No go~~ Recounting = ?
III.	**Course Outcomes and Program Outcomes**					
A	1. Are COs defined for every course?	Yes	yes.			
	2. Are COs embedded in syllabus?	Yes	yes.			
	3. Are course articulation matrix, program articulation	yes				

	matrix tables prepared?		yes.	A		given courses fully
	4. Is appropriate assessment process for attainment of course outcomes followed including data collection, verification, analysis and decision making?	yes	yes	A		Excellently
	5. Is a well-defined process followed for determining attainment of POs and PSOs?	yes	yes.	A		Excellently
	6. Are the records of computation of attainment of POs and PSOs maintained?	yes	yes.	A		shown.
IV C	**Students' Performance**					
	1. Enrollment ratio (2021-22)	36.66% (22/60 ×100)	36.66			22+
*	2. Percentage of students who graduate the program in four years, without repeat of any course? (2018) = 111	33.33%	33.33			$\frac{37}{111} \times 100 = 33.33\%$
	3. Percentage of students graduating the program with backlogs within 4 years?	45.94%	45.94			$\frac{51}{111} \times 1000$ Need improvement
	4. Mean CGPA of students (who were promoted to 3rd year) at the end of 2nd year	4.79	4.79			* Need improvement
	5. Percentage of students placed in companies through on and off-campus recruitment.	41.4	41.4%		Show	$\frac{46}{111} \times 100 = 41.44$
	6. Percentage of final year students admitted to higher studies	2.702	2.7%		Show	$\frac{3}{111} \times 100 = 2.7$
	7. Number of students turned entrepreneurs in Engineering and Technology	1	0.01%		Show	$\frac{1}{111} = 0.01$
	8. Number of Professional societies/chapters in the	Nil	Nil			at present

	department					
	9. Number of Engineering events organized at institute at: a. Institute Level b. State Level c. National Level d. International Level	2 EL 1 FDP + 1 Bhaswara	2EL 1FDP collegeent	B A A		s Brochure shown shown.
	10. Does the department publish technical magazines and Newsletters?	Yes	yes	A		shown
	11. Are students associated in the above publications?	Yes	yes	A		Need improve (03 papers)
	12. Number of students who participated in inter-institute events • Within state • Outside state • Number of prizes/ awards received in the events.	5 Nil 3	5 NIL 3	B.		Five student only participt *Need Improved.
V	**A. Faculty Information and Contribution**					
	1. Student faculty ratio	15:1	16.63	A		(65+63+65+63+60) = 316/24
	2. Faculty cadre proportion P: Asso Ass	2:3:18	0:1:18			316/19 = 16.63
	3. Number of Faculty with PhD qualification	04	1+1+1+1 left			
	4. Number of Faculty with PG Degree qualification	19	19	A		
	5. Faculty retention (%) in the Current Academic Year?	84.21	84.21	B		2021 — 19 2022 — 16 = 16/19 x 100
	6. Number of research publications of faculty in the year	01	01 (scopus)	D		*

*
B

	7. Number of faculty who participated in FDPs, and duration of the programs.	17	15			>5 days
	B. Research and Development					
	1. Number of quality research publications in refereed/Scopus indexed journals.	01	01			scopus
	2. Number of faculty awarded PhD during the current academic year	0	0			
	3. Sponsored research (funded) undertaken and its value in Lakhs of Rupees.	0	0			
	4. Number of development activities undertaken by faculty: • Product development • Working models	0	0			
	5. Consultancy services offered and their value in Lakhs of Rupees.	0	0			
	6. Does a well-defined faculty performance appraisal and development system exists and implemented?	Yes	yes	A		exists.
VI	**Facilities & Technical Support**					
	1. Are well-equipped labs and technical supporting staff available?	Yes	yes	A.		
	2. Are labs well maintained?	Yes	yes	A		
	3. Are safety measures followed in the lab?	Yes	yes	A		
	4. Is a project laboratory together with necessary	No	NIL			

	facilities available in the department?	NIL	NIL			
VII	**Continuous Improvement**					
	1. Are short falls and weaknesses in the program identified from the analysis of POs and PSOs attainment?	yes	yes	A.		Summary report of subject attainment
	2. Are action plans to bridge the shortfalls prepared and implemented? If so, what is the impact of the said implementation with respect to previous academic year?	yes	yes	B		1. Guest Lectures 2. Tutorial classes. 3. * Need more
	3. Does a criterion exist for conducting academic and administrative audit?	yes	yes	A		shown.
	4. Frequency of audit	1 year	yes	B		* 2 times is good
	5. Are actions taken based on audit report?	yes	yes*	B+		* Need models. * R&D
	6. a. Percentage of placements in current Academic Year b. Percentage of placements in the previous Academic Year c. Is there any improvement?	yes 20%	45/123 = 36% 32/144 = 22% yes = 14%	B		Need Improvement
	7. a. Median salary offered to students in the current academic year b. Median salary offered to students in the previous academic year	3 lakhs	3 Lakhs 2 lakh	B		Need Improvement Not done

	c. Is there any improvement?		yes	Height in average		
	8. a. Best rank of the students admitted in the current academic year b. Best rank of the students admitted in the previous academic year c. Is there any improvement?					

	9. a. Highest rank (in the qualifying examination) of student admitted in the current Academic Year b. Highest rank (in the qualifying examination) of student admitted in the previous Academic year? c. Is there any improvement?					
VIII	**First Year Academics**					
	1. First year student faculty ratio					
	2. Number of faculty teaching first year, with PhD qualification					
	3. Number of faculty teaching first year with PG qualification					
	4. Percentage of students who qualified for promotion to 2nd year from end examinations of first year					
	5. Mean CGPA/percentage of students (who were					

	promoted to Second year) at the end of First year.					
	6. Is a proper assessment process used for determining the attainment of course outcomes?					
	7. Is a proper assessment process used for determining the attainment of relevant POs and PSOs					
	8. Are records of computation of attainment of COs of all first-year courses available?					
	9. Are records of computation of attainment of relevant POs & PSOs of all first-year courses available?					
	10. Are actions taken based on the results of evaluation of POs and PSOs?					
IX	**Student Support Systems**					
	A. Mentoring System					
	1. Is a comprehensive mentoring system at individual level in place for professional guidance, career advancement and all-round development?		Mentoring yes.		shown.	1. 1 mentor/20 stud. 2. 1 class meeting.
	2. Is the mentoring system implemented? If yes, Number of students per mentor		yes 20/m.			1hr/meeting hr. weekly.
	3. Is the mentoring system effective?		A++			M. desiring/candidate.
	B. Student feedback on faculty and facilities.					
	1. Does a student feedback system exist?		yes			2 times/semester
	2. Are the records of action taken on the results of feedback (on faculty) analysis available?		yes	B++		Conselling done

	3. Is the feedback system effective?					
	4. Are records of action taken on feedback on facilities available?		yes		Summary shown	CRC Class Review
	C. Facilities for Self-Learning					
	1. Does the department provide scope for self-learning?		yes			NPTL, AIAL, D. Library
	2. Are all required facilities, materials, for learning beyond syllabus etc. provided to the students?		yes	B		Library
	3. Are the facilities effectively utilized by the students?		yes		Late hours permitted	Logbook
	D. Career guidance, Training and Placement					
	Career Guidance					
	1. Does the college have a Career Guidance or Counseling Cell?		yes.			
	2. If yes, how many students have been utilizing these services?		All			
	3. How many Career Guidance programs have been conducted in each year?		2			
	4. How many number of students attended these career guidance programs?		45 no			
	5. Are students counseled for higher studies?		yes.			
	6. Does the College have Academic links/ collaborations/MoU, etc with other institutes of higher learning?		yes.			Centre CAD. CAD Center C-Well.
	Training and Placements					

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	1. Does the college conduct any pre placement training for students' placements?		yes			
	2. Is effective placement policy framed and implemented?					
	3. If yes, then specify the number of hours, areas in which training is imparted. 4. Does the placement cell maintain the record of job opportunities available for students?					
	5. Did the college organize any company/Industrial visits or guidance camp for students? 6. If yes, number of such visits/camps organized		2 visits 1. C complex 2. RMC			
	7. Are the students provided computers and Internet to search for job, to download application forms or to register for placements drive of the companies etc?		yes			printer on charge
	8. Does the college subscribe to magazines like Employment News, Rojgar Samachar etc? If yes, give names of magazines.		yes. 1. 2. 3.			
	9. Does the college have a system of registering students at the Employment office of the GoI?		?			
	NSS Activities/Student Clubs/Alumni Association					
	1. Are clubs and NSS effectively functioning?		yes			
	2. Do students conduct and participate in annual co-curricular and extra-curricular activities.		yes 90			1. Robotics 2. Math Club 3. other,

	If yes, please mention % of students participate in such activities:					
	3. Does the college have a registered and functional Alumni Association? If yes, give number of students enrolled		yes (25th Dec.			
	4. Specify Activities of Alumni Association		Alumi meets yes)			
X	**Governance, Institutional Support and Financial Resources**					
	A. Governance, Institutional Support					
	1. Are vision and mission statements of Institution available on college website, Principal's Chamber, Library, Conference rooms etc?					
	2. Are the vision and mission statements appropriately defined and relevant?					
	3. Is institutional strategic plan (5 years) available?					
	4. Is there an implementation plan towards achieving the strategic objectives?					
	5. Is the strategic plan monitored effectively?					
	6. Is a Governing Body duly constituted and its meetings held regularly?					
	7. Are service rules, policies, procedures, functions and responsibilities published and uploaded on the website?					
	8. Are Minutes of Meetings of Governing Body and					

	Academic council and Action taken reports available?					
	9. Are organizational structure and lists of administrative heads, and committees formed with powers to take administrative decisions, available?					
	10. Is there any Grievance redressal system in place and a cell constituted for this purpose?					
	11. Is evidence of action taken on student/staff grievances available?					
	12. Are financial powers delegated to Principal, HoDs, I/cs, documented?					
	13. Is Mandatory Disclosure as per AISHE & AICTE, placed on website?					
	14. What are institutional practices for integrating IT? (i)Administration (ii)Finance and Accounts (iii)Examination					
	B. Budget allocation and utilization					
	1. Does the college follow a prescribed procedure for budget formulation, finalization and approval?					
	2. Is the budget allocation adequate at institutional, and program levels?					
	3. What percentage of allocated funds was utilized in the previous year by the Institution and programs?					

	C. Library and Internet					
	i. Quality of learning resources					
	1. Are learning resources procured as per the requirements provided by the academic departments, ensuring relevance to programs?					
	2. Are AICTE norms followed in respect of number of books & their copies procured?					
	3. Are these learning resources including E-Resources & digital library, easily accessible to students?					
	4. Is adequate support given to students for self-learning activities?					
	5. Is the utilization of learning resources by students and faculty satisfactory?					
	ii. Internet					
	1. Is the available band Width adequate?					
	2. Is Wi-Fi available in the college?					
	3. Is there internet access in labs, library, conference rooms & offices of all departments?					
	4. Is adequate security mechanism put in place for protecting the internet transactions?					
	iii. Infrastructural facilities and ambience					
	1. Is Campus ambience exemplary /Good / Satisfactory/ Unsatisfactory?					

	2. Is Office Space ambience exemplary/Good/ Satisfactory/Unsatisfactory?					
	3. Are washrooms well maintained?					
	4. Is adequate parking facility available?					
	5. Are individual Staff rooms available with IT facility?					
	6. Are staff rooms well maintained?					
	7. Is Potable Water facility available?					
	8. Is Power Backup facility available? If so, specify the capacity					
	9. Does the Institute have facilities for alternate sources of energy like: (i) Solar energy (ii)Wheeling to the Grid (iii) Use of LED Bulbs					
	10. Does the Institute have Rain water harvesting pits?					
	11. Does the institute take any Green campus initiatives such as: (i)Restricted entry of automobiles (ii)Pedestrian friendly path ways (iii)Landscaping with trees and plants					
	12. Does the Institute provide any facility for Disabled/Divyangjan persons easy access to classrooms and Labs?					
	13. Does the institute organize National/International					

	commemorative days, events and festivals?					
	14. Do Seminar halls have adequate ICT facilities?					
	15. Is transportation available for students and staff?					
	16. Is the Canteen maintained as per Food Safety and Standards Act?					
	17. Is Auditorium/Assembly Hall available with all ICT facilities?					

Please mention

Good Practices, if any

1. Development of Prog. Curriculum, Teach & Learning process.
2. Co-PO well defined
3. Good website.
4. Routine A.Auditing.
5.

Strengths, if any

1. well maintained/equiped labs., Quality of Question papers.
2. CO-PO attainment
3. Feedback system (Identified bright/weak students) & mentoring system.
4. Good Departmental library facility 5. Good faculty with co-operative

Weaknesses, if any

1. Student Faculty ratio. >16
2. Research & Development
3. Consultancy
4. Lower quality of students (Ranks on higher)

Concerns, if any

1. No desktops given to each faculty.
2. ~~Encouragement to~~ Improvement in attendance for Tutorials/compensating Classes
3. placements
4. Less no. of Admitted students in 2022.

Deficiencies, if any

1. Student's performance.
2. No professor ratified.
3. No Sponsored projects/consultancy projects.

Recommendations, if any

1. R&D activities should be explored with ~~no~~ concerned Institutions/MoU's
2. Consultancy / sponsored projects with GHMC or other
3. Conduct more number of guest lectures (say 1 per month); 2 Training program/yr.

Brief report, if any

I visited the Civil Engg Dept and Labs. The concerned faculty have shown documentary evidences for the criteria. The summary of assigned grades for each criteria as given below: I = A; II = A; III = A; IV = C; V = B; VI = A; VII = B; (80%)
The no. of faculty attended FDP is good. The % placement is increasing but need atleast 50%.
The CRC practice is good. The training programs offered to the students are good.
The process of calculation of CO-PO attainment is satisfactory.
Collaborative learning with specific research institutions should be envisaged. The average pass percentage should be improved.

Suggestions for improvising the academic quality:

1. Paper publication / students should be improved.
2. Establish Professional Societies/chapters.
3. Organise National seminars & increase participation of students/faculty.
4. Subscribe more e-journals & encourage faculty to present their research papers.

Signature of audit committee member: R. Srinivasa 17/12/2022

Name of the audit committee member: Prof. R. Srinivasa Kumar

Affiliation of the audit committee member: Professor → Director (Estate dev) Osmania University. Hyd.
CED Ph. 9491242421

Dr. K. Rajulu Prof & Head, EEE, BVRIT, Narsapur EEE Dept. 9959599839

GEETHANJALI COLLEGE OF ENGINEERING AND TECHNOLOGY
Cheeryal(V), Keesara (M), Medchal (D), Telangana state – 501 301

ACADEMIC AND ADMINISTRATIVE AUDIT REPORT

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S. No	Criterion	Status		Grade	Exhibits observed	Remarks of Audit Team
		As assessed by department/ institution	As observed by Audit Team			
I.	**Vision, Mission and PEOs,**					
	1. Are vision and mission statements of the department available?	yes	yes	A	yes	—
	2. Are department vision and mission statements consistent with institute statements?	yes	yes	A	yes	—
	3. Are the PEOs available?	yes	yes	A	yes	
	4. Does the department follow a defined process for defining vision, mission and PEOs with the participation of all stakeholders-internal and external stake holders?	yes	yes	A	yes	support doc. tagged Photos as Proof when it is off-line

17/12/22

	5. Are the vision, mission and PEOs made available on college website, department notice boards, HoD's chamber, laboratories, lab manuals, course files, and curriculum books etc?	yes	yes	A	yes	well maintained —
	6. Are the PEOs consistent with the mission of the department indicated in matrix form with proper justification of correlation parameters?	yes	yes	A	yes	Need to modify the vision/mission statements.
II.	**Program curriculum and Teaching-Learning (T&L) Process**					
	Program Curriculum					
	1. Does a defined process exist for design of program curriculum?	yes	yes	A	yes	- Form copies of proceedings (Presentations)
	2. Are the structure and components of curriculum well balanced and appropriate (as per AICTE Guidelines)?	yes	yes	A	yes	OK.
	3. Is a valid process followed for mapping of curriculum with PEOs and PSOs?	yes	yes	B	yes.	More generic, but it must be specific
	B. Teaching – Learning Process					
	1. Is an Academic Calendar prepared and adhered to?	yes	yes	A	yes	activities accomplished as per calendar
	2. Is evidence of pedagogical initiatives taken, such as collaborative learning, ICT supported teaching etc available?	yes	yes	C	yes	needs to follow ICT approaches
	3. Does a process exist to identify bright and weak students?	yes	yes	B	yes.	Based on tests conducted in the college.

17/12/22

	4. Does the department have measures to encourage bright students with more complex tasks and motivate weak students to perform better?	Yes	yes	B	yes.	- Need to prepare students for GATE
	5. Is student feedback on T&L process collected and acted upon?	yes	yes	B	yes.	Action plans prepared
	6. Do the experiments in laboratory support higher level of Bloom's Taxonomy?	yes	yes	A	yes.	Design level of experiments also planned
	7. Is continuous assessment in the laboratory done systematically?	yes	yes	B	yes	—
	8. Is a well-defined process followed in the design and validation of question papers as well as for scheme of evaluation of mid-term and semester end examinations?	yes	yes	B	yes.	BTLs - not properly - followed
	9. Are questions mapped with course outcomes, and Blooms Taxonomy levels?	yes	yes	B	yes	" Audit of question papers
	10. Do the assignments given to students facilitate attainment of COs as well as higher levels of Bloom's Taxonomy?	yes	yes	B	yes	↑ needs to improve
	11. Is a well-defined process followed for identification of student projects and allocation of guide(s)?	yes	yes.	A	yes	well articulated procedure followed
	12. Are the projects relevant to the POs and PSOs and do they contribute to their attainments?	yes	yes	B	yes	— Need to change students to do industry oriented Project

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17/12/20

	13. Is a well-defined process followed for monitoring and evaluation of the projects and for assessing individual and team performance?	yes	yes	A	yes	—
	14. Are efforts made to encourage students to develop working prototypes based on projects and/or to publish papers?	yes	yes	A	yes	good no. of prototypes are developed
	15. Particulars of industry supported laboratories established, if any. 16. Is impact analysis of industry interaction made and if, so, is action taken based on the results of the analysis?	yes	yes	C	yes	No industry sponsored labs in the dept.
	17. Are students encouraged to undergo internships or summer training? If so, what is the minimum duration of internship?	yes	yes	B	yes	- during summer vacation - max - 30 days min - 2 weeks
	18. Is student feedback taken on the internship experience?	yes	yes	A	yes	—
	19. Is Impact analysis of internship made and action taken on the basis of the results of the analysis?	yes	yes	C	yes	min - 28 lacs max - 7 lacs
III.	**Course outcomes & Program outcomes**					
	1. Are COs defined for every course?	yes	yes	A	yes	—
	2. Are COs embedded in syllabus?	yes	yes	A	yes	—
	3. Are course articulation matrix, program articulation matrix tables prepared?	yes	yes	B	yes	articulation matrix of CAM and PAM needs to be modified

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13/12/22

	4. Is appropriate assessment process for attainment of course outcomes followed including data collection, verification, analysis and decision making?		yes	A	yes	- followed;
	5. Is a well-defined process followed for determining attainment of POs and PSOs?		yes	B	yes	- 20 courses needed to complete calculation
	6. Are the records of computation of attainment of POs and PSOs maintained?		yes	B	yes.	—
IV	**Students' Performance**					
	1. Enrollment ratio 2021-22 (Adm)	51.67	yes	B	yes	Poor ↓.
	2. Percentage of students who graduate the program in four years, without repeat of any course?	0.30 (30%)	yes	C	yes	Poor ↓
	3. Percentage of students graduating the program with backlogs within 4 years?	0.61 (61%)	yes	B	yes	— 22
	4. Mean CGPA of students (who were promoted to 3rd year) at the end of 2nd year	5.56	yes	B	yes.	(5.56/5.22) — 21
	5. Percentage of students placed in companies through on and off-campus recruitment.	21-22 → 76.38% 20-21 → 54.35	yes	A	yes.	97/127
	6. Percentage of final year students admitted to higher studies	4.35%	yes	B	yes.	20-21 6/138 21-22 — Process.
	7. Number of students turned entrepreneurs in Engineering and Technology (2)	-2-	yes	A	yes.	2 Companies registered
	8. Number of Professional societies/chapters in the	4	yes	A	yes.	Good no. of activities are conducted

1) IEEE-PES
2) IEEE-WIE ISC
3) ISTE 4) IEEE-SB

	department					
	9. Number of Engineering events organized at institute at: a. Institute Level — 1 b. State Level — 1 c. National Level — 1 d. International Level — 0	yes	yes	B	yes	
	10. Does the department publish Technical magazines and Newsletters? (1) (1)	yes	yes	A	yes	2
	11. Are students associated in the above publications?	yes	yes	A	yes.	
	12. Number of students who participated in inte-institute events 221 • Within state — [illegible] • Outside state — Nil • Number of prizes/ awards received in the events. 1	yes	yes	A	yes	
IV	**A. Faculty Information and Contribution**					
	1. Student faculty ratio 15	yes	yes	A	yes.	
	2. Faculty cadre proportion P 2 4 (11) A (7) (1) (18)	(7)	(1)	(18)	yes	
	3. Number of Faculty with PhD qualification (4)	yes	yes	4	yes	
	4. Number of Faculty with PG Degree qualification 18	yes	yes	B	yes	
	5. Faculty retention (%) in the Current Academic Year?	95.2% (10/10)	yes	B	yes	

6

2021-2022 → (9/22 faculty) (03/2021) →

Concerns:

	6. Number of research publications of faculty in the year	Yes	Yes	C	Yes	– Concerns
	7. Number of faculty who participated in FDPs, and duration of the programs.	22 participated	Yes	C	Yes	
	B. Research and Development	SCI – 0, Scopus – 1				
	1. Number of quality research publications in refereed/Scopus indexed journals.		Yes	C	Yes	
	2. Number of faculty awarded PhD during the current academic year NIL	–		D	Yes	
	3. Sponsored research (funded) undertaken and its value in Lakhs of Rupees.	21-22 – NIL	20-21 / 3L	C	Yes	
	4. Number of development activities undertaken by faculty: • Product development • Working models	– 0 – NIL – 0 – NIL	Yes	D	Yes	
	5. Consultancy services offered and their value in Lakhs of Rupees.	– 0 NIL	Yes	D	Yes	
	6. Does a well-defined faculty performance appraisal and development system exists and implemented?	Yes.	Yes	A	Yes	–
VI	**Facilities & Technical Support**					
	1. Are well-equipped labs and technical supporting staff available?	Yes	Yes	A	Yes	
	2. Are labs well maintained?	Yes	Yes	A	Yes.	

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	3. Are safety measures followed in the lab?	Yes	Yes	A	Yes	
	4. Is a project laboratory together with necessary facilities available in the department?	NO	NO	—	NO	Project lab needs to be developed.
VII	**Continuous Improvement**					
	1. Are short falls and weaknesses in the program identified from the analysis of POs and PSOs attainment?	20-21 Yes	Yes	B	Yes	All POs attained mean weak correlation.
	2. Are action plans to bridge the shortfalls prepared and implemented? If so, what is the impact of the said implementation with respect to previous academic year?	2020-21 passed out. Yes	Yes	B	Yes.	- For next batch (done)
	3. Does a criterion exist for conducting academic and administrative audit?	Yes	Yes	A	Yes	- OK.
	4. Frequency of audit INTERNAL – 1/Sem (2/yr) external (1/yr)	Yes	Yes	A	Yes.	
	5. Are actions taken based on audit report?	Yes	Yes	A	Yes	OK
	6. a. Percentage of placements in current Academic Year b. Percentage of placements in the previous Academic Year c. Is there any improvement?	2021-22 → 76.35% 2020-21 → 54.35 Yes	Yes	A	(22%) ↑ Yes.	Improvement in placement
	7. a. Median salary offered to students in the current academic year B (akm)	20-21-3 LPA (21-22 ongoing) Yes.		B	Yes	needs to improve median

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	b. Median salary offered to students in the previous academic year c. Is there any improvement?	19 - 2020 → 2157 20 - 2021 → 3.06			B	
	8. a. Best rank of the students admitted in the current academic year b. Best rank of the students admitted in the previous academic year c. Is there any improvement?	2021-22 — 45,585 2020-21 — 28,046 yes	yes	B	yes	
	9. a. Last rank (in the qualifying examination) of student admitted in the current Academic Year b. Last rank (in the qualifying examination) of student admitted in the previous Academic year? c. Is there any improvement?	2021-22 - 73241 2020-21 37,260 yes	yes	B	yes	
VIII	**First Year Academics**					
	1. First year student faculty ratio					
	2. Number of faculty teaching first year, with PhD qualification					
	3. Number of faculty teaching first year with PG qualification					
	4. Percentage of students who qualified for promotion to 2nd year from end examinations of first year					

17/12/22
Dr. K. Rayudu
Prof. & Head,
ECE Dept
BVRIT.
9959599839

	5. Mean CGPA/percentage of students (who were promoted to Second year) at the end of First year.					
	6. Is a proper assessment process used for determining the attainment of course outcomes?					
	7. Is a proper assessment process used for determining the attainment of relevant POs and PSOs					
	8. Are records of computation of attainment of COs of all first-year courses available?					
	9. Are records of computation of attainment of relevant POs & PSOs of all first-year courses available?					
	10. Are actions taken based on the results of evaluation of POs and PSOs?					
IX	**Student Support Systems**					
	A. Mentoring System					
	1. Is a comprehensive mentoring system at individual level in place for professional guidance, career advancement and all-round development?					
	2. Is the mentoring system implemented?					
	3. Is the mentoring system effective?					
	B. Student feedback on faculty and facilities.					
	1. Does a student feedback system exist?					
	2. Are the records of action taken on the results of					

	feedback (on faculty) analysis available?					
	3. Is the feedback system effective?					
	4. Are records of action taken on feedback on facilities available?					
	C. Facilities for Self-Learning					
	1. Does the department provide scope for self-learning?					
	2. Are all required facilities, materials, for learning beyond syllabus etc. provided to the students?					
	3. Are the facilities effectively utilized by the students?					

	D. Career guidance, training placement					
	1. Are career guidance facilities available?					
	2. Are students counseled for higher studies?					
	3. Is pre-placement training offered?					
	4. Is effective placement policy framed and implemented?					
	E. Entrepreneurship development					
	1. Are initiatives for entrepreneurship development taken in the department?					
	2. Number of students who benefited from entrepreneurship Development initiatives.					
	F. Co-curricular & Extra-Curricular activities					
	1. Are facilities for sports and cultural activities, NCC, NSS & other clubs available?					
	2. Are clubs and NSS effectively functioning?					
	3. Do students conduct and participate in annual activities, like Alphamatica, Bhaswara, Vibes, Mathematical etc.					

X	Governance, Institutional Support and Financial Resources					
	A. Governance, Institutional Support					
	1. Are vision and mission statements of Institution available on college website, Principal's Chamber, Library, Conference rooms etc?					
	2. Are the vision and mission statements appropriately defined and relevant?					
	3. Is institutional strategic plan (5 years) available?					
	4. Is there an implementation plan towards achieving the strategic objectives?					
	5. Is the strategic plan monitored effectively?					
	6. Is a Governing Body duly constituted and its meetings held regularly?					
	7. Are service rules, policies, procedures, functions and responsibilities published and uploaded on the website?					
	8. Are Minutes of Meetings of Governing Body and Academic council and Action taken reports available?					
	9. Are organizational structure and lists of administrative heads, and committees formed with powers to take administrative decisions, available?					

	10. Is there any Grievance redressal system in place and a cell constituted for this purpose?					
	11. Is evidence of action taken on student/staff grievances available?					
	12. Are financial powers delegated to Principal, HoDs, I/cs, documented?					
	13. Is Mandatory Disclosure as per AISHE & AICTE, placed on website?					
	B. Budget allocation and utilization					
	1. Does the college follow a prescribed procedure for budget formulation, finalization and approval?					
	2. Is the budget allocation adequate at institutional, and program levels?					
	3. What percentage of allocated funds was utilized in the previous year by the Institution and programs?					
	C. Library and Internet					
	i. Quality of learning resources					
	1. Are learning resources procured as per the requirements provided by the academic departments, ensuring relevance to programs?					
	2. Are AICTE norms followed in respect of number of books & their copies procured?					
	3. Are these learning resources including E-Resources &					

	digital library, easily accessible to students?					
	4. Is adequate support given to students for self-learning activities?					
	5. Is the utilization of learning resources by students and faculty satisfactory?					
	ii. Internet					
	1. Is the available band Width adequate?					
	2. Is Wi-Fi available in the college?					
	3. Is there internet access in labs, library, conference rooms & offices of all departments?					
	4. Is adequate security mechanism put in place for protecting the internet transactions?					

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Strengths, if any

1. Good no. of Prototypes are developed by students.
2. Good faculty retention is maintained for 2021-22.
3. Good labs in the dept (Academic).
4. Good Professional activities.

Weaknesses, if any

1. Co-relation of CAM and PAM.
2. Industry institute interaction.
3. Quality of input students / rank.

Concerns, if any

1. No. of students graduated, with out backlogs must be improved.
2. motivate students to join in higher studies.
3. Impact analysis for criterion wherever required - must be done.

Deficiencies, if any

1. Consultancy must be improved
2. Sponsored research must be initiated
3. Quality of Publications must be improved.

	ICT facilities?					

Please mention

Good Practices, if any

1. Mentoring and Councelling of students.
2. Good no. of Prototypes are developed by the student.
3. well - maintained labs in the dept.
4. better safety measures in the labs.
5. Student Project allocation Process is good.
6. placements are satisfactory.
7. Good no. of Professional activities.
8. Good faculty retention.
9. Good auditing Process followed.

Recommendations, if any

1. Project lab must be Provided.
2. Consultancy must be initated.
3. R and D activities must be improved, with good R&D Policy.
4. Develop R & D lab in The dept

Brief report, if any

- PSO' - must be specifically designed.
- Articulation matrix (CAM and PAM) must be improved in Co-relation.
- Industry - institute interaction must be initiated and improved.
- Publications must be improved in Quality Journals.
- ratification of faculty must be taken at higher levels (like Associate | Professor).

Suggestions for improvising the academic quality:

1. Quality Question papers must be improved
2. Blooms taxonomy levels must be followed.
3. MoU' must be improved.
4. Bright students must be encouraged.

Signature of audit committee member: 17/12/22 (Dr. K. Rayudu) Prof. in EEE and HoD. SVRIT - Narsapur.

Name of the audit committee member:

Affiliation of the audit committee member:

Mech

Prof. L. Sivaramakrishna
Mech Dept, G.E.C.

GEETHANJALI COLLEGE OF ENGINEERING AND TECHNOLOGY

Cheeryal(V), Keesara (M), Medchal (D), Telangana state – 501 301

ACADEMIC AND ADMINISTRATIVE AUDIT REPORT (Mech. Engg. Dept.)

*** Grade: A: Very Good, B: Good, C: Adequate, D: deficient**

S. No	Criterion	Status		Grade	Exhibits observed	Remarks of Audit Team
		As assessed by department/ institution	As observed by Audit Team			
I.	**Vision, Mission and PEOs,**					
	1. Are vision and mission statements of the department available?	Yes	Yes	A	The display boards the mission & vision to be modified as per website	
	2.. Are department vision and mission statements consistent with institute statements?	Yes	Yes (Tol.)	B		But it can be further refined
	3. Are the PEOs available?	Yes	Yes	A	To be modified on display board.	
	4. Does the department follow a defined process for defining vision, mission and PEOs with the participation of all stakeholders-internal and external stake holders?	Yes	Yes	B	—	Based on the feedback of Parents, External Faculty, Alumni etc.

	5. Are the vision, mission and PEOs made available on college website, department notice boards, HoD's chamber, laboratories, lab manuals, course files, and curriculum books etc?	Yes	Yes	B		The new mission, vision & PEO's to be modified on display board.
	6. Are the PEOs consistent with the mission of the department indicated in matrix form with proper justification of correlation parameters?	Yes	Yes	A		Proof of correlations parameters can be improved.
II.	**Program curriculum and Teaching-Learning (T and L) Process**					
	Program Curriculum					
	1. Does a defined process exist for design of program curriculum?	**Yes**	Yes	A		BOS meetings
	2. Are the structure and components of curriculum well balanced and appropriate (as per AICTE Guidelines)?	**Yes**	Yes	A		No. of credits as per AICTE and approved by BOS
	3. Is a valid process followed for mapping of curriculum with POs and PSOs?	**Yes**	Yes	A		
	4. Is Employability a major consideration in the overall development of the curriculum	**Yes**	Yes	B		
	B. Teaching – Learning Process					
	1. Is an Academic Calendar prepared and adhered to?	**Yes**	Yes	A		
	2. Is evidence of pedagogical initiatives taken, such as collaborative learning, ICT supported teaching etc available?	**Yes**	Yes	B		

	3. Does a process exist to identify bright and weak students?	**Yes**	Yes	A	—	For students who score <10 marks in internals remedial classes
	4. Does the department have measures to encourage bright students with more complex tasks and motivate weak students to perform better?	**Yes**	Yes	A	—	Value added courses conducted
	5. Does a process exist to allocate teaching load to faculty in the department?	**Yes**	Yes	A	—	Subject allocation based on academic / research / specialization
	6. Do faculty in the department practice innovative TL practices such as • Collaborative Learning Yes/No • Interaction with student in and outside of class obtaining Feedback Yes/No • Group Learning, Developing Professional Competences. Yes/No • Teaching through value added courses Yes/No • Experiential Learning that facilitates development of Problem-Solving Skills in the students through project based learning Yes/No • Facilitating interaction with various experts in the field through Guest Lectures; Industrial Visits, Field trips thereby making them familiar with occupational awareness. Yes/No	 Yes Yes — Yes — Yes — —	 Yes Yes Yes Yes Yes	 B A B B C B		 More collaborations with Industry / R&D organisations. Need to be improved CATIA, PROE, with Industry. To be improved. More Guest lectures & Industrial visits can be arranged.

	7. Is student feedback on T and L process collected and acted upon?	**Yes**	Yes	A		Counselling to faculty who get less than 70% is done
	8. Do the experiments in laboratory support higher level of Bloom's Taxonomy?	**Partially. Through PBL**	To certain extent	C		Can be further improved
	9. Is continuous assessment in the laboratory done systematically?	**Yes**	Yes	A		Every lab exp is graded.
	10. Is a well-defined process followed in the design and validation of question papers as well as for scheme of evaluation of mid-term and semester end examinations?	**Yes**	Yes	A		
	11. Are questions mapped with course outcomes, and Blooms Taxonomy levels?	**Yes**	Yes	A		
	12. Do the assignments given to students facilitate attainment of COs as well as higher levels of Bloom's Taxonomy?	**Yes**	Yes	A		
	13. Is a well-defined process followed for identification of student projects and allocation of guide(s)?	**Yes**	Yes	A		A circular is issued based on specializations guides are allotted
	14. Are the projects relevant to the POs and PSOs and do they contribute to their attainments?	**Yes**	Yes	B		To be improved.
	15. Is a well-defined process followed for monitoring and evaluation of the projects and for assessing individual and team performance?	**Yes**	Yes	A		Three progress review seminars are conducted.

	16. Are efforts made to encourage students to develop working prototypes based on projects and/or to publish papers?	**Yes**	Yes	B		3D printing prototypes to be increased. Paper publications
	17. Particulars of industry supported laboratories established, if any. Is impact analysis of industry interaction made and if, so, is action taken based on the results of the analysis?	**No**	NO	—		—
	18. Are students encouraged to undergo internships or summer training? If so, what is the minimum duration of internship?	**Yes. 45 days**	Yes 45 days	A	—	45 days including summer training
	19. Is student feedback taken on the internship experience?	**Yes**	Yes.	A		online feedback
	20. Is Impact analysis of internship made and action taken on the basis of the results of the analysis?		Yes	B.		Best practices analysis to be taken
	21. Average number of days from the date of last semester-end examination till the declaration of results	**About one month**	Yes (college level)	A	—	Approximately 1 month to be improved.
	22. Average percentage of student complaints / grievances about evaluation against total number of students appeared in the examination during last academic year	7%	Yes	A		Students apply for revaluation
III.	**Course Outcomes and Program Outcomes**					

	1. Are COs defined for every course?	**Yes**	Yes	A		CO's are defined through BoS Meeting
	2. Are COs embedded in syllabus?	**Yes**	Yes	A		—
	3. Are course articulation matrix, program articulation matrix tables prepared?	**Yes**	Yes	A		Based on BTL
	4. Is appropriate assessment process for attainment of course outcomes followed including data collection, verification, analysis and decision making?	**Yes**	Yes	A		—
	5. Is a well-defined process followed for determining attainment of POs and PSOs?	**Yes**	Yes	A		A PO-CO attainment Committee formed
	6. Are the records of computation of attainment of POs and PSOs maintained?	**Yes**	Yes	A		—
IV	**Students' Performance**					
	1. Enrollment ratio	16.60-27%	—	—		—
	2. Percentage of students who graduate the program in four years, without repeat of any course?	43/130 = 33%		C		From exam cell data
	3. Percentage of students graduating the program with backlogs within 4 years?	53.85%		C		From Exam cell data
	4. Mean CGPA of students (who were promoted to 3rd year) at the end of 2nd year	5.48%		B		"
	5. Percentage of students placed in companies through on and off-campus recruitment.	94.8% (2021-22)	Yes	A		Based on the offer letter given to students by company

	6. Percentage of final year students admitted to higher studies	7.69%		D.		M.S & MBA Based on the Admission letter given by university
	7. Number of students turned entrepreneurs in Engineering and Technology	NIL.		D.		
	8. Number of Professional societies/chapters in the department	One +½	2	B		SAE
	9. Number of Engineering events organized at institute at: a. Institute Level b. State Level c. National Level d. International Level	Yes — — —	Bhaskara (National level).			organized at College level. National
	10. Does the department publish technical magazines and Newsletters?	News letter	Yes.	B.		Tech Sylozo.
	11. Are students associated in the above publications?	No	NO.	D		—
	12. Number of students who participated in inter-institute events • Within state • Outside state • Number of prizes/ awards received in the events.	— — —	58. 07 NIL.	A B D.		Proofs & certificates participated
V	A. **Faculty Information and Contribution**					
	1. Student faculty ratio	1:15 (2021-22)	12.2	—	A	Faculty: 27 Student: 330. (2021-22)

			Current			
	2. Faculty cadre proportion	4:3:20	4:3:20	A		Professors: 4 to be satisfied by SNTU
	3. Number of Faculty with PhD qualification	4	4	A		
	4. Number of Faculty with PG Degree qualification	23	23	A		
	5. Faculty retention (%) in the Current Academic Year?	77.42%	77.42%	A		Based on Total list & Salary statement
	6. Number of research publications of faculty in the year	02	02	D.		Scopus Indexed
	7. Number of faculty who participated in FDPs, and duration of the programs.	15	15	B		Total 23 FDP's & workshops attended by above faculty.
	B. Research and Development					
	1. Number of quality research publications in refereed/Scopus indexed journals.	02	02	D		I.F - 0.72 & 2.588.
	2. Number of faculty awarded PhD during the current academic year	00	00.	D.		
	3. Sponsored research (funded) undertaken and its value in Lakhs of Rupees.	Nil	NIL	D.		
	4. Number of development activities undertaken by faculty: • Product development • Working models	NIL. 07				Fabricated during project work
	5. Consultancy services offered and their value in Lakhs of Rupees.	Nil	NIL	D		
	6. Does a well-defined faculty performance appraisal and development system exists and implemented?	Yes	Yes	A		Faculty self Appraisal Group head Appraisal. HOD & Principal

VI	**Facilities & Technical Support**					
	1. Are well-equipped labs and technical supporting staff available?	**yes**				
	2. Are labs well maintained?	**Yes**				
	3. Are safety measures followed in the lab?	**Yes**				
	4. Is a project laboratory together with necessary facilities available in the department?	**Yes**				
VII	**Continuous Improvement**					
	1. Are short falls and weaknesses in the program identified from the analysis of POs and PSOs attainment?	Yes	Yes	A		For 2017-60%. 2018-65%.
	2. Are action plans to bridge the shortfalls prepared and implemented? If so, what is the impact of the said implementation with respect to previous academic year?	Yes	Yes	A		Remedial classes and Mentorship
	3. Does a criterion exist for conducting academic and administrative audit?	**Yes**	Yes	A		Academic Audit is done by External Members
	4. Frequency of audit	**Once every year**	One Year	A		
	5. Are actions taken based on audit report?	**Yes**	Yes	A		Based on the last yr. academic audit report
	6. a. Percentage of placements in current Academic Year b. Percentage of placements in the previous Academic		96% (123/120) 65% (78/120)	A		

	Year c. Is there any improvement?		Yes (30%)	A		Based on continuous training by TPO.
	7. a. Median salary offered to students in the current academic year b. Median salary offered to students in the previous academic year c. Is there any improvement?		Rs 3.75 lakhs Rs 5.9 lakhs -2.15 lakhs	D		No Improvement Majoring the IT jobs
	8. a. Best rank of the students admitted in the current academic year b. Best rank of the students admitted in the previous academic year c. Is there any improvement?		30,130 38,091 Yes	B		Based on EAMCET admission Data from Adm. Office

	9. a. Highest rank (in the qualifying examination) of student admitted in the current Academic Year b. Highest rank (in the qualifying examination) of student admitted in the previous Academic year? c. Is there any improvement?		1,18,944 85,857 NO.	C		
VIII	**First Year Academics**					

	1. First year student faculty ratio					
	2. Number of faculty teaching first year, with PhD qualification					
	3. Number of faculty teaching first year with PG qualification					
	4. Percentage of students who qualified for promotion to 2nd year from end examinations of first year					
	5. Mean CGPA/percentage of students (who were promoted to Second year) at the end of First year.					
	6. Is a proper assessment process used for determining the attainment of course outcomes?					
	7. Is a proper assessment process used for determining the attainment of relevant POs and PSOs					
	8. Are records of computation of attainment of COs of all first-year courses available?					
	9. Are records of computation of attainment of relevant POs & PSOs of all first-year courses available?					
	10. Are actions taken based on the results of evaluation of POs and PSOs?					
IX	**Student Support Systems**					
	A. Mentoring System					
	1. Is a comprehensive mentoring system at individual	**Yes**	Yes	A		Weekly Mentoring 15 days. Mentor's report.

	level in place for professional guidance, career advancement and all-round development?	–	–	–		–
	2. Is the mentoring system implemented? If yes, Number of students per mentor	**Yes 10-20**	Yes 10-20	A		Faculty All Student circular for Mentoring Mentoring diaries
	3. Is the mentoring system effective?	**Yes**	Yes	A		
	B. Student feedback on faculty and facilities.					
	1. Does a student feedback system exist?	**Yes**	Yes	A		online & offline CRC
	2. Are the records of action taken on the results of feedback (on faculty) analysis available?	**Yes**	Yes	A		
	3. Is the feedback system effective?	**Yes**	Yes	A		
	4. Are records of action taken on feedback on facilities available?	**Yes**	Yes			Counselling given by HOD & grievance redressal
	C. Facilities for Self-Learning					
	1. Does the department provide scope for self-learning?	**Yes**	Yes	A		NPTEL & MOOC's videos.
	2. Are all required facilities, materials, for learning beyond syllabus etc. provided to the students?	**Yes**	Yes	A		Digital library, Department Library.
	3. Are the facilities effectively utilized by the students?	**Partially**	Not ~~[illegible]~~ ~~[illegible]~~ effectively	C		Students to be motivated.
	D. Career guidance, Training and Placement					
	Career Guidance					
	1. Does the college have a Career Guidance or Counseling Cell?		Yes	B		TCS testing etc
	2. If yes, how many students have been utilizing these		63	B		

	services?					
	3. How many Career Guidance programs have been conducted in each year?		4			
	4. How many number of students attended these career guidance programs?		70			C.C Java, verbal, TCS Aptitude.
	5. Are students counseled for higher studies?		Yes			Mentoring
	6. Does the College have Academic links/ collaborations/MoU, etc with other institutes of higher learning?		Yes			I Ability skills, CANTER-CADD Desequ labs.
	Training and Placements					
	1. Does the college conduct any pre placement training for students' placements?		Yes			From 3rd by TPO.
	2. Is effective placement policy framed and implemented?					
	3. If yes, then specify the number of hours, areas in which training is imparted. 4. Does the placement cell maintain the record of job opportunities available for students?					
	5. Did the college organize any company/Industrial visits or guidance camp for students? 6. If yes, number of such visits/camps organized					
	7. Are the students provided computers and Internet to					

	search for job, to download application forms or to register for placements drive of the companies etc?					
	8. Does the college subscribe to magazines like Employment News, Rojgar Samachar etc? If yes, give names of magazines.					
	9. Does the college have a system of registering students at the Employment office of the GoI?					
	NSS Activities/Student Clubs/Alumni Association					
	1. Are clubs and NSS effectively functioning?					
	2. Do students conduct and participate in annual co-curricular and extra-curricular activities. If yes, please mention % of students participate in such activities:					
	3. Does the college have a registered and functional Alumni Association? If yes, give number of students enrolled					
	4. Specify Activities of Alumni Association					
	Governance, Institutional Support and Financial Resources					
	A. Governance, Institutional Support					
X	1. Are vision and mission statements of Institution available on college website, Principal's Chamber, Library, Conference rooms etc?					

	2. Are the vision and mission statements appropriately defined and relevant?					
	3. Is institutional strategic plan (5 years) available?					
	4. Is there an implementation plan towards achieving the strategic objectives?					
	5. Is the strategic plan monitored effectively?					
	6. Is a Governing Body duly constituted and its meetings held regularly?					
	7. Are service rules, policies, procedures, functions and responsibilities published and uploaded on the website?					
	8. Are Minutes of Meetings of Governing Body and Academic council and Action taken reports available?					
	9. Are organizational structure and lists of administrative heads, and committees formed with powers to take administrative decisions, available?					
	10. Is there any Grievance redressal system in place and a cell constituted for this purpose?					
	11. Is evidence of action taken on student/staff grievances available?					
	12. Are financial powers delegated to Principal, HoDs, I/cs, documented?					

	13. Is Mandatory Disclosure as per AISHE & AICTE, placed on website?					
	14. What are institutional practices for integrating IT? (i)Administration (ii)Finance and Accounts (iii)Examination					
	B. Budget allocation and utilization					
	1. Does the college follow a prescribed procedure for budget formulation, finalization and approval?					
	2. Is the budget allocation adequate at institutional, and program levels?					
	3. What percentage of allocated funds was utilized in the previous year by the Institution and programs?					
	C. Library and Internet					
	i. Quality of learning resources					
	1. Are learning resources procured as per the requirements provided by the academic departments, ensuring relevance to programs?					
	2. Are AICTE norms followed in respect of number of books & their copies procured?					
	3. Are these learning resources including E-Resources & digital library, easily accessible to students?					

	4. Is adequate support given to students for self-learning activities?					
	5. Is the utilization of learning resources by students and faculty satisfactory?					
	ii. Internet					
	1. Is the available band Width adequate?					
	2. Is Wi-Fi available in the college?					
	3. Is there internet access in labs, library, conference rooms & offices of all departments?					
	4. Is adequate security mechanism put in place for protecting the internet transactions?					
	iii. Infrastructural facilities and ambience					
	1. Is Campus ambience exemplary /Good / Satisfactory/ Unsatisfactory?		Good	A		
	2. Is Office Space ambience exemplary/Good/ Satisfactory/Unsatisfactory?		Yes.	A		
	3. Are washrooms well maintained?		Yes	A		
	4. Is adequate parking facility available?		Yes	A		
	5. Are individual Staff rooms available with IT facility?		Separate cabins	A		
	6. Are staff rooms well maintained?		Yes	A		
	7. Is Potable Water facility available?		Yes	A		
	8. Is Power Backup facility available?		Yes	A		

	If so, specify the capacity					
	9. Does the Institute have facilities for alternate sources of energy like: (i) Solar energy (ii)Wheeling to the Grid (iii) Use of LED Bulbs					
	10. Does the Institute have Rain water harvesting pits?					
	11. Does the institute take any Green campus initiatives such as: (i)Restricted entry of automobiles (ii)Pedestrian friendly path ways (iii)Landscaping with trees and plants					
	12. Does the Institute provide any facility for Disabled/Divyangjan persons easy access to classrooms and Labs?					
	13. Does the institute organize National/International commemorative days, events and festivals?					
	14. Do Seminar halls have adequate ICT facilities?					
	15. Is transportation available for students and staff?					
	16. Isthe Canteen maintained as per Food Safety and Standards Act?					
	17. Is Auditorium/Assembly Hall available with all ICT facilities?					

Please mention

Good Practices, if any

1. Every year regular Academic Audit
2. Good Campus & Department Ambience
3. Good usage of ICT technology for teaching
4. Student Mentoring ~~to be improved~~ is good but can be improved further.

Strengths, if any

1. Good qualified faculty. Average experience of faculty 12 yrs.
2. Documentation of various activities.
3. Labs are equipped well. 4. Faculty student ratio adequate

Weaknesses, if any

1. Results of passing out students is less
2. Very less research paper publications.
3. Less Industry Institute interaction

Concerns, if any

1. Less number of students joining the course.
2. Project based learning to be improved
3. Average package offered to students is less. (4) Rationalization of Faculty at all levels to be done by university.

Deficiencies, if any

1. NO R&D and consultancy work.
2. Less no. of Continuous training programs / workshops / conferences are done by dept.
3. NO PG programs. ~~(4) Question paper and~~
(4) Open electives can be improved. (5) NO Incubation centre for startups.
(6) Credit transfer for Swayam - MOOC's courses can be allowed.

Recommendations, if any

1. Research paper publications & R&D activities to be improved.
2. The dept. need to conduct workshops and organize guest lecture
3. to improve collaboration with other Institutes and Industry.

Brief report, if any

(1) Overall the department has good Infrastructure and qualified faculty (2) The documentation is good and labs are maintained well. (3) Best necessary steps to be taken for improving the pass percentage, average package & placements. (4) R&D projects to be improved.

Suggestions for improvising the academic quality:

(1) The facilities in the lab can be used for generating
2. IRG like offering CAD lab and Digital manufacturing lab
3. for product based services (2) Mentoring of students to be improved. (3) Professional society affiliation to be improved

Overall rating — 85% for dept.

Signature of audit committee member: (Dr. LSR)

Name of the audit committee member: Dr. L. Siva Rama Krishna, Professor
Dept. of Mech. Engg, UCE, OU.

Affiliation of the audit committee member: Dept. of Mechanical Engineering, University College of Engineering, Osmania University, Hyd-7.

Prof B.L. Malleswari
PRL, Sri Devi Women's Engg Clg

ECE

GEETHANJALI COLLEGE OF ENGINEERING AND TECHNOLOGY
Cheeryal(V), Keesara (M), Medchal (D), Telangana state – 501 301

ACADEMIC AND ADMINISTRATIVE AUDIT REPORT

Over all 85% upto 7th criteria

*** Grade: A: Very Good, B: Good, C: Adequate, D: deficient**

S. No	Criterion	Status		Grade	Exhibits observed	Remarks of Audit Team
		As assessed by department/ institution	As observed by Audit Team			
I.	**Vision, Mission and PEOs,**				✓	
	1. Are vision and mission statements of the department available?	✓			✓	
	2. Are department vision and mission statements consistent with institute statements?	✓	✓		✓	all stakeholder
	3. Are the PEOs available?	✓	✓		✓	
	4. Does the department follow a defined process for defining vision, mission and PEOs with the participation of all stakeholders-internal and external stake holders?				✓	

	5. Are the vision, mission and PEOs made available on college website, department notice boards, HoD's chamber, laboratories, lab manuals, course files, and curriculum books etc?				✓	
	6. Are the PEOs consistent with the mission of the department indicated in matrix form with proper justification of correlation parameters?				✓	
II.	**Program curriculum and Teaching-Learning (T and L) Process**					
	Program Curriculum					
	1. Does a defined process exist for design of program curriculum?				✓	
	2. Are the structure and components of curriculum well balanced and appropriate (as per AICTE Guidelines)?				✓	
	3. Is a valid process followed for mapping of curriculum with PEOs and PSOs?				✓	
	4. Is Employability a major consideration in the overall development of the curriculum				✓	
	B. Teaching – Learning Process					
	1. Is an Academic Calendar prepared and adhered to?				✓	
	2. Is evidence of pedagogical initiatives taken, such as collaborative learning, ICT supported teaching etc available?				✓	

2.

Result → performance
No – FB
Explanation.

	3. Does a process exist to identify bright and weak students?				✓	
	4. Does the department have measures to encourage bright students with more complex tasks and motivate weak students to perform better?				✓	
	5. Does a process exist to allocate teaching load to faculty in the department?				✓	
	6. Do faculty in the department practice innovative TL practices such as • Collaborative Learning Yes/No • Interaction with student in and outside of class obtaining Feedback Yes/No • Group Learning, Developing Professional Competences. Yes/No • Teaching through value added courses Yes/No • Experiential Learning that facilitates development of Problem-Solving Skills in the students through project based learning Yes/No • Facilitating interaction with various experts in the field through Guest Lectures, Industrial Visits, Field trips thereby making them familiar with occupational awareness. Yes/No				✓ ✓ ✓ ✓ ✓ ✓	

Internships → VAC.

	7. Is student feedback on T and L process collected and acted upon?				✓	
	8. Do the experiments in laboratory support higher level of Bloom's Taxonomy?				✓	
	9. Is continuous assessment in the laboratory done systematically?				✓	
	10. Is a well-defined process followed in the design and validation of question papers as well as for scheme of evaluation of mid-term and semester end examinations?				QP setting No.	
	11. Are questions mapped with course outcomes, and Blooms Taxonomy levels?				✓	
	12. Do the assignments given to students facilitate attainment of COs as well as higher levels of Bloom's Taxonomy?				NO	
	13. Is a well-defined process followed for identification of student projects and allocation of guide(s)?				✓	
	14. Are the projects relevant to the POs and PSOs and do they contribute to their attainments?				✓	
	15. Is a well-defined process followed for monitoring and evaluation of the projects and for assessing individual and team performance?	In Team Individual assessment			✓	

4

B.

	16. Are efforts made to encourage students to develop working prototypes based on projects and/or to publish papers?		Working/model Project		15% publish	
	17. Particulars of industry supported laboratories established, if any. Is impact analysis of industry interaction made and if, so, is action taken based on the results of the analysis?	—	—	—	—	No
	18. Are students encouraged to undergo internships or summer training? If so, what is the minimum duration of internship?				✓ 4 weeks.	
	19. Is student feedback taken on the internship experience?				✓	
	20. Is Impact analysis of internship made and action taken on the basis of the results of the analysis?				✓	
	21. Average number of days from the date of last semester-end examination till the declaration of results			II sem 46 days I sem 58 days		
	22. Average percentage of student complaints / grievances about evaluation against total number of students appeared in the examination during last academic year	B			I – 10.2% II – 4.14%	RCRV — challenge evaluation
III.	**Course Outcomes and Program Outcomes**					
	1. Are COs defined for every course?				✓	

B

?

5 Dec 17

	2. Are COs embedded in syllabus?				✓	
	3. Are course articulation matrix, program articulation matrix tables prepared?				✓	
	4. Is appropriate assessment process for attainment of course outcomes followed including data collection, verification, analysis and decision making?				✓	
	5. Is a well-defined process followed for determining attainment of POs and PSOs?				✓	
	6. Are the records of computation of attainment of POs and PSOs maintained?		A		✓	
IV	**Students' Performance**					
	1. Enrollment ratio				257/258	2021-22
	2. Percentage of students who graduate the program in four years, without repeat of any course?				97/264	2018-22 Single attempt
	3. Percentage of students graduating the program with backlogs within 4 years?	Slyct to			116/264	213/264
	4. Mean CGPA of students (who were promoted to 3rd year) at the end of 2nd year				6.07.	
	5. Percentage of students placed in companies through on and off-campus recruitment.			on off	225/264 —1—	Single off-campus Airport
	6. Percentage of final year students admitted to higher studies				26/264.	

264
97
167
116
51

97/264
116/167.

116
97
213.

	7. Number of students turned entrepreneurs in Engineering and Technology	—	—	—	—	
	8. Number of Professional societies/chapters in the department	IEEE IETE	ISTE project	——	less. expO	
	9. Number of Engineering events organized at institute at: a. Institute Level b. State Level c. National Level d. International Level	— — — —	4 19 01			
	10. Does the department publish technical magazines and Newsletters?	✓ In Technical Magazine, year is not mentioned, Technical Magazine and Newsletter				Newsletter semester wise
	11. Are students associated in the above publications?	8 (Editorial board),			— 25 ✓	
B	12. Number of students who participated in inter-institute events • Within state • Outside state • Number of prizes/ awards received in the events.	1200(P) 23(P) 120		B		
V	**A. Faculty Information and Contribution**					
	1. Student faculty ratio	16.18:1				
	2. Faculty cadre proportion	4:7:38				
	3. Number of Faculty with Ph.D qualification	12				

	4. Number of Faculty with PG Degree qualification	37					
	5. Faculty retention (%) in the Current Academic Year?	41.48	85.41				
	6. Number of research publications of faculty in the year	40(J)	3(C)				
	7. Number of faculty who participated in FDPs, and duration of the programs.	40.	min	3days	—	8days	Can do 2W, 3W, FDPs
	B. Research and Development						
	1. Number of quality research publications in refereed/Scopus indexed journals.	~~36~~ (Scopus & SCI)	4(UGC)				
	2. Number of faculty awarded PhD during the current academic year	—					
	3. Sponsored research (funded) undertaken and its value in Lakhs of Rupees.	1 (DRDO)	45.81L	PI SVK co I SiV Kumar			April - 2016. 3Y & N Sept 2022
	4. Number of development activities undertaken by faculty: • Product development • Working models	10 20					
	5. Consultancy services offered and their value in Lakhs of Rupees.	1 —	4L,	2021 - June 2022 - May			Comp.
	6. Does a well-defined faculty performance appraisal and development system exists and implemented?	evaluated in completed Proforma					
VI	**Facilities & Technical Support**						
	1. Are well-equipped labs and technical supporting staff	9-Lab tech					

B/

B/

8

	available?					
	2. Are labs well maintained?				✓	
	3. Are safety measures followed in the lab?				✓	
	4. Is a project laboratory together with necessary facilities available in the department?				✓	
VII	**Continuous Improvement**					
	1. Are short falls and weaknesses in the program identified from the analysis of POs and PSOs attainment?				✓	
	2. Are action plans to bridge the shortfalls prepared and implemented? If so, what is the impact of the said implementation with respect to previous academic year?				✓	
	3. Does a criterion exist for conducting academic and administrative audit?				✓	
	4. Frequency of audit				once in year	
	5. Are actions taken based on audit report?				✓	
	6. a. Percentage of placements in current Academic Year b. Percentage of placements in the previous Academic Year c. Is there any improvement?				226/264 197/259 yes	85.6%. Single offer. 76.06%.

	7. a. Median salary offered to students in the current academic year b. Median salary offered to students in the previous academic year c. Is there any improvement?	2021-22 2020-21	4 3.6			
	8. a. Best rank of the students admitted in the current academic year b. Best rank of the students admitted in the previous academic year c. Is there any improvement?	2021-22 2020-21 almost same	9499 9455		diff	14
	9. a. Highest rank (in the qualifying examination) of student admitted in the current Academic Year b. Highest rank (in the qualifying examination) of student admitted in the previous Academic year? c. Is there any improvement?	2021-22 2020-21	69,734 28,105	too much diff		
VIII	**First Year Academics**					
	1. First year student faculty ratio					
	2. Number of faculty teaching first year, with PhD qualification					

	3. Number of faculty teaching first year with PG qualification					
	4. Percentage of students who qualified for promotion to 2nd year from end examinations of first year					
	5. Mean CGPA/percentage of students (who were promoted to Second year) at the end of First year.					
	6. Is a proper assessment process used for determining the attainment of course outcomes?					
	7. Is a proper assessment process used for determining the attainment of relevant POs and PSOs					
	8. Are records of computation of attainment of COs of all first-year courses available?					
	9. Are records of computation of attainment of relevant POs & PSOs of all first-year courses available?					
	10. Are actions taken based on the results of evaluation of POs and PSOs?					
IX	**Student Support Systems**					
	A. Mentoring System					
	1. Is a comprehensive mentoring system at individual level in place for professional guidance, career advancement and all-round development?					
	2. Is the mentoring system implemented? If yes, Number of students per mentor					

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	3. Is the mentoring system effective?					
	B. Student feedback on faculty and facilities.					
	1. Does a student feedback system exist?					
	2. Are the records of action taken on the results of feedback (on faculty) analysis available?					
	3. Is the feedback system effective?					
	4. Are records of action taken on feedback on facilities available?					
	C. Facilities for Self-Learning					
	1. Does the department provide scope for self-learning?					
	2. Are all required facilities, materials, for learning beyond syllabus etc. provided to the students?					
	3. Are the facilities effectively utilized by the students?					
	D. Career guidance, Training and Placement					
	Career Guidance					
	1. Does the college have a Career Guidance or Counseling Cell?					
	2. If yes, how many students have been utilizing these services?					
	3. How many Career Guidance programs have been conducted in each year?					
	4. How many number of students attended these career					

	guidance programs?					
	5. Are students counseled for higher studies?					
	6. Does the College have Academic links/ collaborations/MoU, etc with other institutes of higher learning?					
	Training and Placements					
	1. Does the college conduct any pre placement training for students' placements?					
	2. Is effective placement policy framed and implemented?					
	3. If yes, then specify the number of hours, areas in which training is imparted. 4. Does the placement cell maintain the record of job opportunities available for students?					
	5. Did the college organize any company/Industrial visits or guidance camp for students? 6. If yes, number of such visits/camps organized					
	7. Are the students provided computers and Internet to search for job, to download application forms or to register for placements drive of the companies etc?					
	8. Does the college subscribe to magazines like Employment News, Rojgar Samachar etc? If yes, give names of magazines.					

	9. Does the college have a system of registering students at the Employment office of the GoI?					
	NSS Activities/Student Clubs/Alumni Association					
	1. Are clubs and NSS effectively functioning?					
	2. Do students conduct and participate in annual co-curricular and extra-curricular activities. If yes, please mention % of students participate in such activities:					
	3. Does the college have a registered and functional Alumni Association? If yes, give number of students enrolled					
	4. Specify Activities of Alumni Association					
X	**Governance, Institutional Support and Financial Resources**					
	A. Governance, Institutional Support					
	1. Are vision and mission statements of Institution available on college website, Principal's Chamber, Library, Conference rooms etc?					
	2. Are the vision and mission statements appropriately defined and relevant?					
	3. Is institutional strategic plan (5 years) available?					
	4. Is there an implementation plan towards achieving the strategic objectives?					

	5. Is the strategic plan monitored effectively?					
	6. Is a Governing Body duly constituted and its meetings held regularly?					
	7. Are service rules, policies, procedures, functions and responsibilities published and uploaded on the website?					
	8. Are Minutes of Meetings of Governing Body and Academic council and Action taken reports available?					
	9. Are organizational structure and lists of administrative heads, and committees formed with powers to take administrative decisions, available?					
	10. Is there any Grievance redressal system in place and a cell constituted for this purpose?					
	11. Is evidence of action taken on student/staff grievances available?					
	12. Are financial powers delegated to Principal, HoDs, I/cs, documented?					
	13. Is Mandatory Disclosure as per AISHE & AICTE, placed on website?					
	14. What are institutional practices for integrating IT? (i)Administration (ii)Finance and Accounts (iii)Examination					

B. Budget allocation and utilization					
1. Does the college follow a prescribed procedure for budget formulation, finalization and approval?					
2. Is the budget allocation adequate at institutional, and program levels?					
3. What percentage of allocated funds was utilized in the previous year by the Institution and programs?					
C. Library and Internet					
i. Quality of learning resources					
1. Are learning resources procured as per the requirements provided by the academic departments, ensuring relevance to programs?					
2. Are AICTE norms followed in respect of number of books & their copies procured?					
3. Are these learning resources including E-Resources & digital library, easily accessible to students?					
4. Is adequate support given to students for self-learning activities?					
5. Is the utilization of learning resources by students and faculty satisfactory?					
ii. Internet					
1. Is the available band Width adequate?					

	2. Is Wi-Fi available in the college?					
	3. Is there internet access in labs, library, conference rooms & offices of all departments?					
	4. Is adequate security mechanism put in place for protecting the internet transactions?					
	iii. Infrastructural facilities and ambience					
	1. Is Campus ambience exemplary /Good / Satisfactory/ Unsatisfactory?					
	2. Is Office Space ambience exemplary/Good/ Satisfactory/Unsatisfactory?					
	3. Are washrooms well maintained?					
	4. Is adequate parking facility available?					
	5. Are individual Staff rooms available with IT facility?					
	6. Are staff rooms well maintained?					
	7. Is Potable Water facility available?					
	8. Is Power Backup facility available? If so, specify the capacity					
	9. Does the Institute have facilities for alternate sources of energy like: (i) Solar energy (ii)Wheeling to the Grid (iii) Use of LED Bulbs					

	10. Does the Institute have Rain water harvesting pits?					
	11. Does the institute take any Green campus initiatives such as: (i)Restricted entry of automobiles (ii)Pedestrian friendly path ways (iii)Landscaping with trees and plants					
	12. Does the Institute provide any facility for Disabled/Divyangjan persons easy access to classrooms and Labs?					
	13. Does the institute organize National/International commemorative days, events and festivals?					
	14. Do Seminar halls have adequate ICT facilities?					
	15. Is transportation available for students and staff?					
	16. Is the Canteen maintained as per Food Safety and Standards Act?					
	17. Is Auditorium/Assembly Hall available with all ICT facilities?					

Please mention

Good Practices, if any

1. C1 – A
2. C2 – B
3. C3 – A
4. C4 – B.
5. C5 – B.
6. C6 – A.
7. C7 – A.

Best practices:

→ Lab manuals

→ Website

→ Academic audit

C1 → Poor involvement of stakeholders. NO NO

C2 – Result ~~aneq~~ analysis – FB – Explanation for Poor result – Not explanation – Not maintained.

– needs improvement in QP Setting & Assignment with BT levels. 18

– identification of poor & weak students is to be improved.

Strengths, if any

1. Well maintained Labs
2. Good IEEE Participation
3. Good co-po attainment.
4. Good placements (needs improvement in package)
5. Good Mentor Mentee procedure for faculty. But not for students.

Weaknesses, if any

1. ISTE membership is less.
2. IETE Events organisation is poor
3. Internship files can be maintained in a better way with offer letters / impact analysis
4. FDPs organising / attending should be for 1W / 2 weeks / 3 weeks / 4W atleast.
5. e journals.

Concerns, if any

1. challenge revaluation can be included.
2. QP/Assignments setting can be better
3. Performance Appraisal Evaluation can be improved
4. Contribution of Stakeholders.
5. Well defined measures for the improvisation of Concerns.
6. Poor pass percentage in single attempt

Deficiencies, if any

1. No industry supported Labs.
2. poor Consultancy projects (sponsored)
3. Entrepreneurs – Nil.
4. R&D – Poor.

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M Malla

Recommendations, if any

1. Question paper and ~~[illegible]~~ Assignment setting evaluation
2. Industry supported Labs.
3.

Brief report, if any

upto 7th criteria — 85%.

Suggestions for improvising the academic quality:

1. Evaluation of VAC.
2. Evaluation of Performance appraisal.
3. TASK registration.

Signature of audit committee member: M Malli 17/12/2021

Name of the audit committee member: Dr. B. L. Malleswari

Affiliation of the audit committee member: Principal of Sri Sai Women's Engg college, Hyderabad.

CSE

Dr. Aruna Varanasi
PCSE, SNIST

GEETHANJALI COLLEGE OF ENGINEERING AND TECHNOLOGY
Cheeryal(V), Keesara (M), Medchal (D), Telangana state – 501 301

ACADEMIC AND ADMINISTRATIVE AUDIT REPORT OF A. Y.-2021-22

*** Grade: A: Very Good, B: Good, C: Adequate, D: deficient**

S. No	Criterion	Status		Grade	Exhibits observed	Remarks of Audit Team
		As assessed by department/ institution	As observed by Audit Team			
I.	**Vision, Mission and PEOs,**					
	1. Are vision and mission statements of the department available?	Yes	yes	A		
	2. Are department vision and mission statements consistent with institute statements?	Yes	yes	A		
	3. Are the PEOs available?	Yes	yes	B		
	4. Does the department follow a defined process for defining vision, mission and PEOs with the participation of all stakeholders-internal and external stake holders?	Yes	partial	C		stakeholders involvement is partial.

	5. Are the vision, mission and PEOs made available on college website, department notice boards, HoD's chamber, laboratories, lab manuals, course files, and curriculum books etc?	Yes	yes	A		college website is good. Labmanuals are good.
	6. Are the PEOs consistent with the mission of the department indicated in matrix form with proper justification of correlation parameters?	Yes	Justification is missing ~~It~~ is not in the form of	C		
	Program curriculum and Teaching-Learning (T and L) Process				overall :-	B
	Program Curriculum					
	1. Does a defined process exist for design of program curriculum?	Yes	partial	C		
II.	2. Are the structure and components of curriculum well balanced and appropriate (as per AICTE Guidelines)?	Yes	yes, ESC, ~~Tes~~	C		
	3. Is a valid process followed for mapping of curriculum with ~~PLOs~~ POs and PSOs?	Yes	mapping exist but no proofs	C		
	4. Is Employability a major consideration in the overall development of the curriculum	Yes	Remap partial	C		
	B. Teaching – Learning Process					
	1. Is an Academic Calendar prepared and adhered to?	Yes	yes prepared ~~but~~	B		Some deviations are there as mid exam
	2. Is evidence of pedagogical initiatives taken, such as collaborative learning, ICT supported teaching etc available?	Yes	yes	A		ICT enabled class rooms are available

	3. Does a process exist to identify bright and weak students?	Yes	yes for weak students No for bright	C		
	4. Does the department have measures to encourage bright students with more complex tasks and motivate weak students to perform better?	Yes	yes	B		
	5. Does a process exist to allocate teaching load to faculty in the department?	Yes	yes	A		Records are available and good
	6. Do faculty in the department practice innovative TL practices such as • Collaborative Learning Yes/No • Interaction with student in and outside of class obtaining Feedback Yes/No • Group Learning, Developing Professional Competences. Yes/No • Teaching through value added courses Yes/No • Experiential Learning that facilitates development of Problem-Solving Skills in the students through project based learning Yes/No • Facilitating interaction with various experts in the field through Guest Lectures, Industrial Visits, Field trips thereby making them familiar with occupational awareness. Yes/No	Yes Yes Yes Yes Yes Yes	yes	C		~~good~~ innovative Assignments not shown ~~interactive~~ innovative in Teaching learning methods

7. Is student feedback on T and L process collected and acted upon?	Yes	yes	A		Available and action taken
8. Do the experiments in laboratory support higher level of Bloom's Taxonomy?	Yes	partial	C		
9. Is continuous assessment in the laboratory done systematically?	Yes	yes	B		
10. Is a well-defined process followed in the design and validation of question papers as well as for scheme of evaluation of mid-term and semester end examinations?	Yes	yes	B		
11. Are questions mapped with course outcomes, and Blooms Taxonomy levels?	Yes	yes	B		Quality of question paper is not good
12. Do the assignments given to students facilitate attainment of COs as well as higher levels of Bloom's Taxonomy?	Yes	yes	B		
13. Is a well-defined process followed for identification of student projects and allocation of guide(s)?	Yes	partial	C		Allocation of guides based on domain
14. Are the projects relevant to the POs and PSOs and do they contribute to their attainments?	Yes	yes	A		
15. Is a well-defined process followed for monitoring and evaluation of the projects and for assessing individual and team performance?	Yes	partial	C		Team performance rubrics

	16. Are efforts made to encourage students to develop working prototypes based on projects and/or to publish papers?	Yes	yes	C		only one paper in mini & main project
	17. Particulars of industry supported laboratories established, if any. Is impact analysis of industry interaction made and if, so, is action taken based on the results of the analysis?	Yes	no	D		
	18. Are students encouraged to undergo internships or summer training? If so, what is the minimum duration of internship?	Yes 4 Weeks	yes	B		need of Improvement
	19. Is student feedback taken on the internship experience?	Yes	yes	B		Analysis and action taken minutes
	20. Is Impact analysis of internship made and action taken on the basis of the results of the analysis?	Yes	partial	C		
	21. Average number of days from the date of last semester-end examination till the declaration of results	**I-Sem:** 189 Days **II-sem:** 140 Days				college related point
	22. Average percentage of student complaints / grievances about evaluation against total number of students appeared in the examination during last academic year	**I-Sem:** 338 Candidates are applied for Revaluation. **II-Sem:** 156 Candidates are applied for				college related point

overall : C

		Revaluation				
III.	**Course Outcomes and Program Outcomes**					
	1. Are COs defined for every course?	**Yes**	yes	C		some subjects COs to be redefined
	2. Are COs embedded in syllabus?	**Yes**	yes	A		Available
	3. Are course articulation matrix, program articulation matrix tables prepared?	**Yes**	yes	A		
	4. Is appropriate assessment process for attainment of course outcomes followed including data collection, verification, analysis and decision making?	**Yes**	partial	B		Decision making to be discussed in subsequent semester with faculty
	5. Is a well-defined process followed for determining attainment of POs and PSOs?	**Yes**	yes	C		Attainment values are to be properly set for CO & PO
	6. Are the records of computation of attainment of POs and PSOs maintained?	**Yes**	yes	A		
IV	**Students' Performance**					
	1. Enrollment ratio	**100%(With Out EWS) 99.229(With EWS)**	yes 100%	A		Excellent
	2. Percentage of students who graduate the program in four years, without repeat of any course?	**98/273=0.35**	yes 35%	C		~~poor~~ percentage is very poor
	3. Percentage of students graduating the program with backlogs within 4 years?	**101/273=0.36** 73%	yes 73%	C		There is no improvement

over all :- B

198/273

	4. Mean CGPA of students (who were promoted to 3rd year) at the end of 2nd year	6.21	yes: 6.21	B		
	5. Percentage of students placed in companies through on and off-campus recruitment.	76.15%	76.15%	A		Good
	6. Percentage of final year students admitted to higher studies	11.15%	11.15%	A		Good
	7. Number of students turned entrepreneurs in Engineering and Technology	Nil	Nil	D		
	8. Number of Professional societies/chapters in the department	3	3	B		
	9. Number of Engineering events organized at institute at: a. Institute Level b. State Level c. National Level d. International Level	15 7	15 7 0	B		
	10. Does the department publish technical magazines and Newsletters?	Yes	yes	A		Students name in editorial board in news letter is miss
	11. Are students associated in the above publications?	Yes	Nil	D		

overall : B

?	12. Number of students who participated in inter-institute events • Within state • Outside state • Number of prizes/ awards received in the events.	Co-Curricular/ Extra Curricular Co curricular Extra Curricular 198 + 359 261 repetition 1	participated / won prize college / outside 198 / 47 359 / 17 + 39/1 1 / 0 B			students participation outside college to be improved
V	**A. Faculty Information and Contribution**					
	1. Student faculty ratio	12.33%	15.33% ~~12.36%~~ A			Excellent
	2. Faculty cadre proportion	25.42%	22.71 A			Excellent
	3. Number of Faculty with PhD qualification	15	13.62 B			very Good
	4. Number of Faculty with PG Degree qualification	52	33 B			
	5. Faculty retention (%) in the Current Academic Year?	85.93	85% B			KAYM2 → 48.21% recent
	6. Number of research publications of faculty in the year	16+2	18 (16+ 2 conf) C			poor publications.
	7. Number of faculty who participated in FDPs, and duration of the programs.	203	more than 1 week – 176 less than 1 week – 27 A			
	B. Research and Development					
	1. Number of quality research publications in refereed/Scopus indexed journals.	16+2 (SCI-3 Scopus-5 UGC-8) 8	16 - total 3 SCI ~~Scopus~~ ~~5 Scopus~~ 8	E		very poor in publications. SCI only 3 total - 16 papers, out of 67 sts
	2. Number of faculty awarded PhD during the current academic year	Nil	01	C		

C. Facilities for Self-Learning					
1. Does the department provide scope for self-learning?	Yes				
2. Are all required facilities, materials, for learning beyond syllabus etc. provided to the students?	Yes				
3. Are the facilities effectively utilized by the students?	Yes				
D. Career guidance, Training and Placement					
Career Guidance					
1. Does the college have a Career Guidance or Counseling Cell?	Yes				
2. If yes, how many students have been utilizing these services?	500				
3. How many Career Guidance programs have been conducted in each year?	8				
4. How many number of students attended these career guidance programs?	840				
5. Are students counseled for higher studies?	Yes				
6. Does the College have Academic links/ collaborations/MoU, etc with other institutes of higher learning?	No				
Training and Placements					
1. Does the college conduct any pre placement training for students' placements?	Yes				

	3. Sponsored research (funded) undertaken and its value in Lakhs of Rupees.	Nil	nil	D		
	4. Number of development activities undertaken by faculty: • Product development • Working models	6 18	6 18	B		Software Apps and prototypes to be improved
	5. Consultancy services offered and their value in Lakhs of Rupees.	No	nil	D		
	6. Does a well-defined faculty performance appraisal and development system exists and implemented?	Yes				College related
VI	**Facilities & Technical Support**				overall : C	
	1. Are well-equipped labs and technical supporting staff available?	Yes	yes	C		technical supporting staff number is less.
	2. Are labs well maintained?	Yes	yes	A		
	3. Are safety measures followed in the lab?	Yes	yes.	A		
	4. Is a project laboratory together with necessary facilities available in the department?	Yes	yes	A		
VII	**Continuous Improvement**				overall : A	
	1. Are short falls and weaknesses in the program identified from the analysis of POs and PSOs attainment?	Yes	yes	C		All POs are attained where as some COs are not attained, there is contradiction
	2. Are action plans to bridge the shortfalls prepared and	Yes	no	D		

	implemented? If so, what is the impact of the said implementation with respect to previous academic year?					
	3. Does a criterion exist for conducting academic and administrative audit?	Yes	yes	A		
	4. Frequency of audit	1	every 1 years	A		
	5. Are actions taken based on audit report?	Yes	partial	C		
	6. a. Percentage of placements in current Academic Year b. Percentage of placements in the previous Academic Year c. Is there any improvement?	94% 87% Yes	76.2% 56% yes.	A		
	7. a. Median salary offered to students in the current academic year b. Median salary offered to students in the previous academic year c. Is there any improvement?	5 Lpa 3.5lps Yes	4.01 3.6 yes	A		placement median salary per annum to be improved
	8. a. Best rank of the students admitted in the current academic year b. Best rank of the students admitted in the previous	8802 9810	8802 9810	A		

	academic year c. Is there any improvement?	Yes	yes			

	9. a. Highest rank (in the qualifying examination) of student admitted in the current Academic Year b. Highest rank (in the qualifying examination) of student admitted in the previous Academic year? c. Is there any improvement?	**120997** **96671** **No**	120997 96671 no	D		
VIII	**First Year Academics**				overall : B.	
	1. First year student faculty ratio					
	2. Number of faculty teaching first year, with PhD qualification					
	3. Number of faculty teaching first year with PG qualification					
	4. Percentage of students who qualified for promotion to 2nd year from end examinations of first year					
	5. Mean CGPA/percentage of students (who were promoted to Second year) at the end of First year.					
	6. Is a proper assessment process used for determining the attainment of course outcomes?					
	7. Is a proper assessment process used for determining					

	2. Is effective placement policy framed and implemented?	Yes				
	3. If yes, then specify the number of hours, areas in which training is imparted. 4. Does the placement cell maintain the record of job opportunities available for students?	410 **Aptitude, Basic Programming Skills** Yes				
	5. Did the college organize any company/Industrial visits or guidance camp for students? 6. If yes, number of such visits/camps organized	Yes 1				
	7. Are the students provided computers and Internet to search for job, to download application forms or to register for placements drive of the companies etc?	Yes				
	8. Does the college subscribe to magazines like Employment News, Rojgar Samachar etc? If yes, give names of magazines.	Yes • Employment News • Kurukshetra • Competition Success Review • Yoyana				
	9. Does the college have a system of registering students at the Employment office of the GoI?	No				
	NSS Activities/Student Clubs/Alumni Association					
	1. Are clubs and NSS effectively functioning?	Yes				

	the attainment of relevant POs and PSOs					
	8. Are records of computation of attainment of COs of all first-year courses available?					
	9. Are records of computation of attainment of relevant POs & PSOs of all first-year courses available?					
	10. Are actions taken based on the results of evaluation of POs and PSOs?					
IX	**Student Support Systems**					
	A. Mentoring System					
	1. Is a comprehensive mentoring system at individual level in place for professional guidance, career advancement and all-round development?	Yes	yes			Excellent
	2. Is the mentoring system implemented? If yes, Number of students per mentor	Yes				
	3. Is the mentoring system effective?	Yes				
	B. Student feedback on faculty and facilities.					
	1. Does a student feedback system exist?	Yes	yes			
	2. Are the records of action taken on the results of feedback (on faculty) analysis available?	Yes	yes			Good.
	3. Is the feedback system effective?	Yes	yes			
	4. Are records of action taken on feedback on facilities available?	Yes				

	2. Do students conduct and participate in annual co-curricular and extra-curricular activities. If yes, please mention % of students participate in such activities:	Yes				
	3. Does the college have a registered and functional Alumni Association? If yes, give number of students enrolled	Yes				
	4. Specify Activities of Alumni Association					
	Governance, Institutional Support and Financial Resources					
	A. Governance, Institutional Support					
	1. Are vision and mission statements of Institution available on college website, Principal's Chamber, Library, Conference rooms etc?	Yes				
	2. Are the vision and mission statements appropriately defined and relevant?	Yes				
X	3. Is institutional strategic plan (5 years) available?	Yes				
	4. Is there an implementation plan towards achieving the strategic objectives?	Yes				
	5. Is the strategic plan monitored effectively?	Yes				
	6. Is a Governing Body duly constituted and its meetings held regularly?	Yes				
	7. Are service rules, policies, procedures, functions and	Yes				

	responsibilities published and uploaded on the website?					
	8. Are Minutes of Meetings of Governing Body and Academic council and Action taken reports available?	Yes				
	9. Are organizational structure and lists of administrative heads, and committees formed with powers to take administrative decisions, available?	Yes				
	10. Is there any Grievance redressal system in place and a cell constituted for this purpose?	Yes				
	11. Is evidence of action taken on student/staff grievances available?	Yes				
	12. Are financial powers delegated to Principal, HoDs, I/cs, documented?	Yes				
	13. Is Mandatory Disclosure as per AISHE & AICTE, placed on website?	Yes				
	14. What are institutional practices for integrating IT? (i)Administration (ii)Finance and Accounts (iii)Examination	Yes				
	B. Budget allocation and utilization					
	1. Does the college follow a prescribed procedure for	Yes				

	budget formulation, finalization and approval?					
	2. Is the budget allocation adequate at institutional, and program levels?	Yes				
	3. What percentage of allocated funds was utilized in the previous year by the Institution and programs?	**CSE:** **Ap:205Lakhs** **Uti.:208.51Lakhs** **Institute:** **BA:4927.80Lakhs** **util.:505.60Lakhs**				
	C. Library and Internet					
	i. Quality of learning resources					
	1. Are learning resources procured as per the requirements provided by the academic departments, ensuring relevance to programs?	Yes				
	2. Are AICTE norms followed in respect of number of books & their copies procured?	Yes				
	3. Are these learning resources including E-Resources & digital library, easily accessible to students?	Yes				
	4. Is adequate support given to students for self-learning activities?	Yes				
	5. Is the utilization of learning resources by students and faculty satisfactory?	Yes				
	ii. Internet					
	1. Is the available band Width adequate?	Yes				

	2. Is Wi-Fi available in the college?	Yes				
	3. Is there internet access in labs, library, conference rooms & offices of all departments?	Yes				
	4. Is adequate security mechanism put in place for protecting the internet transactions?	Yes				
	iii. Infrastructural facilities and ambience					
	1. Is Campus ambience exemplary /Good / Satisfactory/ Unsatisfactory?	Exemplary				
	2. Is Office Space ambience exemplary/Good/ Satisfactory/Unsatisfactory?	Exemplary				
	3. Are washrooms well maintained?	Yes				
	4. Is adequate parking facility available?	Yes				
	5. Are individual Staff rooms available with IT facility?	Yes				
	6. Are staff rooms well maintained?	Yes				
	7. Is Potable Water facility available?	Yes				
	8. Is Power Backup facility available? If so, specify the capacity	Yes				
	9. Does the Institute have facilities for alternate sources of energy like: (i) Solar energy (ii)Wheeling to the Grid	Yes				

	(iii) Use of LED Bulbs					
	10. Does the Institute have Rain water harvesting pits?	Yes				
	11. Does the institute take any Green campus initiatives such as: (i)Restricted entry of automobiles (ii)Pedestrian friendly path ways (iii)Landscaping with trees and plants	Yes				
	12. Does the Institute provide any facility for Disabled/Divyangjan persons easy access to classrooms and Labs?	Yes				
	13. Does the institute organize National/International commemorative days, events and festivals?	Yes				
	14. Do Seminar halls have adequate ICT facilities?	Yes				
	15. Is transportation available for students and staff?	Yes				
	16. Isthe Canteen maintained as per Food Safety and Standards Act?	Yes				
	17. Is Auditorium/Assembly Hall available with all ICT facilities?	Yes				

Please mention

Good Practices, if any

1. Mentor - mentee list in place and mentoring practice is good
2. Group Heads as per the research domain and junior faculty are assigned to each group Head
3. Reduced class strength which improves focus on each student
4. Academic Audit conducted for every year

Strengths:-

① Enrollment Ratio is good

② Faculty student Ratio is good, and also Faculty Cadre Ratio.

③ class strength is reduced.

④ well established Labs and ICT class rooms are there

⑤ and number of faculty attended FDPs.

weakness if any

① Industry supported Laboratories are not there

② Innovative assignments and Teaching learning process are missing

③ percentage of students successful are very poor.

④ Faculty Completed PhD in this year is only one (1).

Concerns if any

① Faculty involvement criteria work is good, but analysis and action ~~taken~~ to be taken is missing

② stake holders involvement in curriculum design is not available.

③ prototypes and working models to be demonstrated in the form of videos

Deficiency if any

① ~~Re~~ No sponsored project and Consultancy activity

② Number of Research publications in number is less against the faculty ~~to~~ members strength

~~③ Quality of Intake: High Rank Students are joining~~

④ Ratification of Associate Professors by JNTUH is one less

Recommendations, if any

1. Encourage students to participate in inter college event and also outside state.
2. Faculty should be encouraged by giving research incentives to publish quality research papers.
3. Student start ups to be encouraged through Incubation Centre

Brief report, if any

1. Infrastructure is good,
2. Enrollment of students is good.
3. Faculty student ratio is good, and also cadre ratio.
4. Student involvement in building prototypes, paper publications, Editorial board member in their news letter and magazines
5. Mentoring is in place and well mentoring process,
6. Faculty should apply research proposals and should takeup Consultancy work.

Suggestions for improvising the academic quality:

1. Innovative teaching learning methods and innovative assignments.
2. paper publication by faculty with students to be improved.
3. value added Courses to be included in the curriculum.
4. Inter discipline projects to be carried out by students

Signature of audit committee member: V Anna

Date:- 17/12/2022.

Name of the audit committee member: Dr. Anna Varanasi

Affiliation of the audit committee member: professor and HoD CSE, Sreenidhi Institute of Science and Technology.

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GEETHANJALI COLLEGE OF ENGINEERING AND TECHNOLOGY
Cheeryal(V), Keesara (M), Medchal (D), Telangana state – 501 301

ACADEMIC AND ADMINISTRATIVE AUDIT REPORT

*** Grade: A: Very Good, B: Good, C: Adequate, D: deficient**

S. No	Criterion	Status		Grade	Exhibits observed	Remarks of Audit Team
		As assessed by department/ institution	As observed by Audit Team			
I.	**Vision, Mission and PEOs,**					
	1. Are vision and mission statements of the department available?		yes	A		
	2. Are department vision and mission statements consistent with institute statements?		yes	A		
	3. Are the PEOs available?		yes	A		
	4. Does the department follow a defined process for defining vision, mission and PEOs with the participation of all stakeholders-internal and external stake holders?		yes	A		

	5. Are the vision, mission and PEOs made available on college website, department notice boards, HoD's chamber, laboratories, lab manuals, course files, and curriculum books etc?	Yes	yes	A		
	6. Are the PEOs consistent with the mission of the department indicated in matrix form with proper justification of correlation parameters?	Yes	yes	A		
II.	**Program curriculum and Teaching-Learning (T and L) Process**					
	Program Curriculum					
	1. Does a defined process exist for design of program curriculum?	Yes	yes	A		
	2. Are the structure and components of curriculum well balanced and appropriate (as per AICTE Guidelines)?	Yes	yes	A		
	3. Is a valid process followed for mapping of curriculum with PEOs and PSOs?	Yes	yes	A		
	4. Is Employability a major consideration in the overall development of the curriculum	Yes	yes	A		
	B. Teaching – Learning Process					
	1. Is an Academic Calendar prepared and adhered to?	Yes	yes	A		
	2. Is evidence of pedagogical initiatives taken, such as collaborative learning, ICT supported teaching etc available?	Yes	yes	B		No LCD projector in class rooms

	3. Does a process exist to identify bright and weak students?	Yes	yes	A		
	4. Does the department have measures to encourage bright students with more complex tasks and motivate weak students to perform better?	Yes	yes	A		
	5. Does a process exist to allocate teaching load to faculty in the department?	Yes	yes	A		
	6. Do faculty in the department practice innovative TL practices such as • Collaborative Learning Yes/No • Interaction with student in and outside of class obtaining Feedback Yes/No • Group Learning, Developing Professional Competences. Yes/No • Teaching through value added courses Yes/No • Experiential Learning that facilitates development of Problem-Solving Skills in the students through project based learning Yes/No • Facilitating interaction with various experts in the field through Guest Lectures, Industrial Visits, Field trips thereby making them familiar with occupational awareness. Yes/No	Yes	yes	A		

	7. Is student feedback on T and L process collected and acted upon?	Yes	yes	A		
	8. Do the experiments in laboratory support higher level of Bloom's Taxonomy?	Yes	yes	B		upto BTL 4
	9. Is continuous assessment in the laboratory done systematically?	Yes	yes	A		
	10. Is a well-defined process followed in the design and validation of question papers as well as for scheme of evaluation of mid-term and semester end examinations?	Yes	yes	A		
	11. Are questions mapped with course outcomes, and Blooms Taxonomy levels?	Yes	yes	A		
	12. Do the assignments given to students facilitate attainment of COs as well as higher levels of Bloom's Taxonomy?	Yes	yes	B		
	13. Is a well-defined process followed for identification of student projects and allocation of guide(s)?	Yes	—			
	14. Are the projects relevant to the POs and PSOs and do they contribute to their attainments?	Yes	—			
	15. Is a well-defined process followed for monitoring and evaluation of the projects and for assessing individual and team performance?	Yes	—			

	16. Are efforts made to encourage students to develop working prototypes based on projects and/or to publish papers?	Yes	—			
	17. Particulars of industry supported laboratories established, if any. Is impact analysis of industry interaction made and if, so, is action taken based on the results of the analysis?	Yes	—			
	18. Are students encouraged to undergo internships or summer training? If so, what is the minimum duration of internship?	Yes	—			
	19. Is student feedback taken on the internship experience?	Yes	—			
	20. Is Impact analysis of internship made and action taken on the basis of the results of the analysis?	Yes	—			
	21. Average number of days from the date of last semester-end examination till the declaration of results	2 months. Yes	—			
	22. Average percentage of student complaints / grievances about evaluation against total number of students appeared in the examination during last academic year		—			
III.	**Course Outcomes and Program Outcomes**					
	1. Are COs defined for every course?	Yes	Yes	A		

	2. Are COs embedded in syllabus?	Yes	yes	A		
	3. Are course articulation matrix, program articulation matrix tables prepared?	Yes	yes	A		
	4. Is appropriate assessment process for attainment of course outcomes followed including data collection, verification, analysis and decision making?	Yes	yes	A		
	5. Is a well-defined process followed for determining attainment of POs and PSOs?	Yes	yes	B		process yet to be verified.
	6. Are the records of computation of attainment of POs and PSOs maintained?	Yes	—			
IV	**Students' Performance**					
	1. Enrollment ratio		98.3%	A		98.3%
	2. Percentage of students who graduate the program in four years, without repeat of any course?	NA	—			
	3. Percentage of students graduating the program with backlogs within 4 years?		—			
	4. Mean CGPA of students (who were promoted to 3rd year) at the end of 2nd year	6.65	6.65	B		Can be improved
	5. Percentage of students placed in companies through on and off-campus recruitment.	NA.	—			
	6. Percentage of final year students admitted to higher studies		—			

	7. Number of students turned entrepreneurs in Engineering and Technology		—			
	8. Number of Professional societies/chapters in the department	20	1	B		Can be improved
	9. Number of Engineering events organized at institute at: a. Institute Level b. State Level c. National Level d. International Level		2	B		Can be improved
	10. Does the department publish technical magazines and Newsletters?	—	NO			
	11. Are students associated in the above publications?	—	NO			
	12. Number of students who participated in inter-institute events • Within state 5 • Outside state • Number of prizes/ awards received in the events. 5		5	A		
V	**A. Faculty Information and Contribution**					
	1. Student faculty ratio		20:1	C		
	2. Faculty cadre proportion Prof : Assoc Prof : Asst Prof	22	1:1:11	A		
	3. Number of Faculty with PhD qualification	1	1	B		

	4. Number of Faculty with PG Degree qualification	13	13	A		
	5. Faculty retention (%) in the Current Academic Year?		100%	A		
	6. Number of research publications of faculty in the year	6	6	B		Can be improved
	7. Number of faculty who participated in FDPs, and duration of the programs.	6	6 1 week	A		one faculty participated in 2 weeks FDP.
	B. Research and Development					
	1. Number of quality research publications in refereed/Scopus indexed journals.	6	6	B		Can be improved
	2. Number of faculty awarded PhD during the current academic year	–	NIL			
	3. Sponsored research (funded) undertaken and its value in Lakhs of Rupees.		NIL			
	4. Number of development activities undertaken by faculty: • Product development • Working models	Nil	NIL			
	5. Consultancy services offered and their value in Lakhs of Rupees.	—	NIL			
	6. Does a well-defined faculty performance appraisal and development system exists and implemented?	Yes	Yes	A		
VI	**Facilities & Technical Support**					
	1. Are well-equipped labs and technical supporting staff	Yes	Yes	A		

	available?	Yes				
	2. Are labs well maintained?	Yes	yes	A		
	3. Are safety measures followed in the lab?	Yes	yes	A		
	4. Is a project laboratory together with necessary facilities available in the department?	Yes	~~Yes~~ NO	D		
VII	**Continuous Improvement**					
	1. Are short falls and weaknesses in the program identified from the analysis of POs and PSOs attainment?	Yes	NA			
	2. Are action plans to bridge the shortfalls prepared and implemented? If so, what is the impact of the said implementation with respect to previous academic year?	Yes	NA			
	3. Does a criterion exist for conducting academic and administrative audit?	Yes	yes	A		
	4. Frequency of audit	once in year	yearly	A		
	5. Are actions taken based on audit report?	Yes	yes	A		
	6. a. Percentage of placements in current Academic Year b. Percentage of placements in the previous Academic Year c. Is there any improvement?	NA	NA			

	7. a. Median salary offered to students in the current academic year b. Median salary offered to students in the previous academic year c. Is there any improvement?	NA	NA			
	8. a. Best rank of the students admitted in the current academic year b. Best rank of the students admitted in the previous academic year c. Is there any improvement?	16711 15592	16711 15592 NO	C		

	9. a. Highest rank (in the qualifying examination) of student admitted in the current Academic Year b. Highest rank (in the qualifying examination) of student admitted in the previous Academic year? c. Is there any improvement?	102800 75134	102800 75134 NO	C		
VIII	**First Year Academics**					
	1. First year student faculty ratio	1:15				
	2. Number of faculty teaching first year, with PhD qualification					

	3. Number of faculty teaching first year with PG qualification					
	4. Percentage of students who qualified for promotion to 2nd year from end examinations of first year					
	5. Mean CGPA/percentage of students (who were promoted to Second year) at the end of First year.					
	6. Is a proper assessment process used for determining the attainment of course outcomes?					
	7. Is a proper assessment process used for determining the attainment of relevant POs and PSOs					
	8. Are records of computation of attainment of COs of all first-year courses available?					
	9. Are records of computation of attainment of relevant POs & PSOs of all first-year courses available?					
	10. Are actions taken based on the results of evaluation of POs and PSOs?					
IX	**Student Support Systems**					
	A. Mentoring System					
	1. Is a comprehensive mentoring system at individual level in place for professional guidance, career advancement and all-round development?	Yes	yes	A		
	2. Is the mentoring system implemented? If yes, Number of students per mentor	Yes, 22	yes	A		1:20 ratio faculty : Students

	3. Is the mentoring system effective?	Yes	yes	A		
	B. Student feedback on faculty and facilities.					
	1. Does a student feedback system exist?	Yes	yes	A		
	2. Are the records of action taken on the results of feedback (on faculty) analysis available?	Yes	yes	.		
	3. Is the feedback system effective?	Yes	yes	.		
	4. Are records of action taken on feedback on facilities available?	Yes	yes	.		
	C. Facilities for Self-Learning					
	1. Does the department provide scope for self-learning?	Yes	yes	B		Can be improved
	2. Are all required facilities, materials, for learning beyond syllabus etc. provided to the students?	Yes	yes	B		Can be improved
	3. Are the facilities effectively utilized by the students?	Yes	yes	B		Can be improved
	D. Career guidance, Training and Placement					
	Career Guidance					
	1. Does the college have a Career Guidance or Counseling Cell?	Yes	yes.			
	2. If yes, how many students have been utilizing these services?	40	40			
	3. How many Career Guidance programs have been conducted in each year?	10	10			
	4. How many number of students attended these career	40				

	guidance programs?					
	5. Are students counseled for higher studies?	Yes	yes			
	6. Does the College have Academic links/ collaborations/MoU, etc with other institutes of higher learning?	Yes.	yes			
	Training and Placements					
	1. Does the college conduct any pre placement training for students' placements?	Yes	yes.			
	2. Is effective placement policy framed and implemented?	Yes				
	3. If yes, then specify the number of hours, areas in which training is imparted. 4. Does the placement cell maintain the record of job opportunities available for students?	Yes				
	5. Did the college organize any company/Industrial visits or guidance camp for students? 6. If yes, number of such visits/camps organized	—				
	7. Are the students provided computers and Internet to search for job, to download application forms or to register for placements drive of the companies etc?	Yes				
	8. Does the college subscribe to magazines like Employment News, Rojgar Samachar etc? If yes, give names of magazines.	Yes.				

	9. Does the college have a system of registering students at the Employment office of the GoI?	—				
	NSS Activities/Student Clubs/Alumni Association					
	1. Are clubs and NSS effectively functioning?	Yes				
	2. Do students conduct and participate in annual co-curricular and extra-curricular activities. If yes, please mention % of students participate in such activities:	Yes. 60%				
	3. Does the college have a registered and functional Alumni Association? If yes, give number of students enrolled	Yes.				
	4. Specify Activities of Alumni Association	—				
X	**Governance, Institutional Support and Financial Resources**					
	A. Governance, Institutional Support					
	1. Are vision and mission statements of Institution available on college website, Principal's Chamber, Library, Conference rooms etc?	Yes				
	2. Are the vision and mission statements appropriately defined and relevant?	Yes				
	3. Is institutional strategic plan (5 years) available?	Yes				
	4. Is there an implementation plan towards achieving the strategic objectives?	Yes				

	5. Is the strategic plan monitored effectively?	Yes.				
	6. Is a Governing Body duly constituted and its meetings held regularly?	Yes				
	7. Are service rules, policies, procedures, functions and responsibilities published and uploaded on the website?	Yes				
	8. Are Minutes of Meetings of Governing Body and Academic council and Action taken reports available?	Yes				
	9. Are organizational structure and lists of administrative heads, and committees formed with powers to take administrative decisions, available?	Yes				
	10. Is there any Grievance redressal system in place and a cell constituted for this purpose?	Yes				
	11. Is evidence of action taken on student/staff grievances available?	Yes				
	12. Are financial powers delegated to Principal, HoDs, I/cs, documented?	Yes				
	13. Is Mandatory Disclosure as per AISHE & AICTE, placed on website?	Yes				
	14. What are institutional practices for integrating IT? (i)Administration (ii)Finance and Accounts (iii)Examination	Yes				

	B. Budget allocation and utilization					
	1. Does the college follow a prescribed procedure for budget formulation, finalization and approval?	Yes				
	2. Is the budget allocation adequate at institutional, and program levels?	Yes				
	3. What percentage of allocated funds was utilized in the previous year by the Institution and programs?	Yes				
	C. Library and Internet					
	i. Quality of learning resources					
	1. Are learning resources procured as per the requirements provided by the academic departments, ensuring relevance to programs?	Yes				
	2. Are AICTE norms followed in respect of number of books & their copies procured?	Yes				
	3. Are these learning resources including E-Resources & digital library, easily accessible to students?	Yes				
	4. Is adequate support given to students for self-learning activities?	Yes				
	5. Is the utilization of learning resources by students and faculty satisfactory?	Yes				
	ii. Internet					
	1. Is the available band Width adequate?	Yes				

	2. Is Wi-Fi available in the college?	Yes				
	3. Is there internet access in labs, library, conference rooms & offices of all departments?	Yes				
	4. Is adequate security mechanism put in place for protecting the internet transactions?	Yes				
	iii. Infrastructural facilities and ambience					
	1. Is Campus ambience exemplary /Good / Satisfactory/ Unsatisfactory?	Exemplary				
	2. Is Office Space ambience exemplary/Good/ Satisfactory/Unsatisfactory?	Exemplary				
	3. Are washrooms well maintained?	Yes				
	4. Is adequate parking facility available?	Yes				
	5. Are individual Staff rooms available with IT facility?	Yes				
	6. Are staff rooms well maintained?	Yes				
	7. Is Potable Water facility available?	Yes				
	8. Is Power Backup facility available? If so, specify the capacity	Yes				
	9. Does the Institute have facilities for alternate sources of energy like: (i) Solar energy (ii)Wheeling to the Grid (iii) Use of LED Bulbs	Yes				

	10. Does the Institute have Rain water harvesting pits?	Yes				
	11. Does the institute take any Green campus initiatives such as: (i)Restricted entry of automobiles (ii)Pedestrian friendly path ways (iii)Landscaping with trees and plants	Yes				
	12. Does the Institute provide any facility for Disabled/Divyangjan persons easy access to classrooms and Labs?	Yes				
	13. Does the institute organize National/International commemorative days, events and festivals?	Yes				
	14. Do Seminar halls have adequate ICT facilities?	Yes.				
	15. Is transportation available for students and staff?	Yes				
	16. Is the Canteen maintained as per Food Safety and Standards Act?	Yes				
	17. Is Auditorium/Assembly Hall available with all ICT facilities?	Yes.				

Please mention

Good Practices, if any

1. Number of students in each class is reduced
2. Mentoring system is well planned and bound to give best results
3.

Strengths, if any

1. Labs are well equipped.
2. Value added Courses such as Python are Conducted.
3. Adequate number of faculty available.

Weaknesses, if any

1. Number of publications are less.
2. No R & D projects available.
3.

Concerns, if any

1. Research need to be strengthened.
2. Department Seminar Hall is not available
3.

Deficiencies, if any

1. Projects lab is not available.
2. Class rooms are not equipped with LCD projects
3.

Recommendations, if any

1. Department library can be provided.
2. Provide laptop / Desktop system to every faculty members.
3. Department need to start Technical magazine and news letter.

Brief report, if any

1. I visited all the labs. Good number of systems with high end configuration are available to fulfill curriculum requirements.
2. This Audit is very elaborative to expose strengths and weaknesses in terms of faculty, research, publication, laboratory equipment, teaching and learning processes.

Suggestions for improvising the academic quality:

1. Provide LCD projector in each class room.
2. Implement project based learning
3. Improve interaction of faculty members with industry through MOUs.

Signature of audit committee member: K venkateswara Rao → 17/12/2022

Name of the audit committee member: Dr. K. VENKATESWARA RAO

Affiliation of the audit committee member: Professor, CVR College of Engineering.

CS

GEETHANJALI COLLEGE OF ENGINEERING AND TECHNOLOGY
Cheeryal(V), Keesara (M), Medchal (D), Telangana state – 501 301

ACADEMIC AND ADMINISTRATIVE AUDIT REPORT

*** Grade: A: Very Good, B: Good, C: Adequate, D: deficient**

S. No	Criterion	Status		Grade	Exhibits observed	Remarks of Audit Team
		As assessed by department/ institution	As observed by Audit Team			
I.	**Vision, Mission and PEOs,**		~~Yes~~			
	1. Are vision and mission statements of the department available?	Yes	yes	A		
	2. Are department vision and mission statements consistent with institute statements?	Yes	yes	A		
	3. Are the PEOs available?	Yes	yes	A		
	4. Does the department follow a defined process for defining vision, mission and PEOs with the participation of all stakeholders-internal and external stake holders?	Yes	yes	A		

	5. Are the vision, mission and PEOs made available on college website, department notice boards, HoD's chamber, laboratories, lab manuals, course files, and curriculum books etc?	Yes	yes	A		
	6. Are the PEOs consistent with the mission of the department indicated in matrix form with proper justification of correlation parameters?	Yes	yes	A		
II.	**Program curriculum and Teaching-Learning (T and L) Process**					
	Program Curriculum					
	1. Does a defined process exist for design of program curriculum?	Yes	yes	A		
	2. Are the structure and components of curriculum well balanced and appropriate (as per AICTE Guidelines)?	Yes	yes	A		
	3. Is a valid process followed for mapping of curriculum with PEOs and PSOs?	Yes	yes	A		
	4. Is Employability a major consideration in the overall development of the curriculum	Yes	yes	A		
	B. Teaching – Learning Process					
	1. Is an Academic Calendar prepared and adhered to?	Yes	yes	A		
	2. Is evidence of pedagogical initiatives taken, such as collaborative learning, ICT supported teaching etc available?	Yes	yes	B		LCD projectors not available in class rooms.

	3. Does a process exist to identify bright and weak students?	Yes	yes	A		
	4. Does the department have measures to encourage bright students with more complex tasks and motivate weak students to perform better?	Yes	yes	A		
	5. Does a process exist to allocate teaching load to faculty in the department?	Yes	yes	A		
	6. Do faculty in the department practice innovative TL practices such as • Collaborative Learning Yes/No • Interaction with student in and outside of class obtaining Feedback Yes/No • Group Learning, Developing Professional Competences. Yes/No • Teaching through value added courses Yes/No • Experiential Learning that facilitates development of Problem-Solving Skills in the students through project based learning Yes/No • Facilitating interaction with various experts in the field through Guest Lectures, Industrial Visits, Field trips thereby making them familiar with occupational awareness. Yes/No	Yes	yes	A		

	7. Is student feedback on T and L process collected and acted upon?	Yes	yes	A		
	8. Do the experiments in laboratory support higher level of Bloom's Taxonomy?	Yes	yes	B		BTL upto 4
	9. Is continuous assessment in the laboratory done systematically?	Yes	yes	A		
	10. Is a well-defined process followed in the design and validation of question papers as well as for scheme of evaluation of mid-term and semester end examinations?	Yes	yes	A		
	11. Are questions mapped with course outcomes, and Blooms Taxonomy levels?	Yes	yes	A		
	12. Do the assignments given to students facilitate attainment of COs as well as higher levels of Bloom's Taxonomy?	Yes	yes	B		
	13. Is a well-defined process followed for identification of student projects and allocation of guide(s)?	N/A	—			
	14. Are the projects relevant to the POs and PSOs and do they contribute to their attainments?	N/A	—			
	15. Is a well-defined process followed for monitoring and evaluation of the projects and for assessing individual and team performance?	N/A	—			

	16. Are efforts made to encourage students to develop working prototypes based on projects and/or to publish papers?	Yes	—			
	17. Particulars of industry supported laboratories established, if any. Is impact analysis of industry interaction made and if, so, is action taken based on the results of the analysis?	Yes	—			
	18. Are students encouraged to undergo internships or summer training? If so, what is the minimum duration of internship?	Yes	—			
	19. Is student feedback taken on the internship experience?	Yes	—			
	20. Is Impact analysis of internship made and action taken on the basis of the results of the analysis?	Yes	—			
	21. Average number of days from the date of last semester-end examination till the declaration of results	Yes	—			
	22. Average percentage of student complaints / grievances about evaluation against total number of students appeared in the examination during last academic year	Yes	—			
III.	**Course Outcomes and Program Outcomes**					
	1. Are COs defined for every course?	Yes	Yes	A		

	2. Are COs embedded in syllabus?	Yes	Yes	A		
	3. Are course articulation matrix, program articulation matrix tables prepared?	Yes	yes	A		
	4. Is appropriate assessment process for attainment of course outcomes followed including data collection, verification, analysis and decision making?	Yes	yes	A		
	5. Is a well-defined process followed for determining attainment of POs and PSOs?	Yes	Yes	B		
	6. Are the records of computation of attainment of POs and PSOs maintained?	N/A	—			
IV	**Students' Performance**					
	1. Enrollment ratio	100%	100%	A		
	2. Percentage of students who graduate the program in four years, without repeat of any course?	N/A	—			
	3. Percentage of students graduating the program with backlogs within 4 years?	N/A	—			
	4. Mean CGPA of students (who were promoted to 3rd year) at the end of 2nd year	5.79	5.79	B		Can be improved.
	5. Percentage of students placed in companies through on and off-campus recruitment.	N/A	—			
	6. Percentage of final year students admitted to higher studies	N/A	—			

	7. Number of students turned entrepreneurs in Engineering and Technology	N/A	—			
	8. Number of Professional societies/chapters in the department	N/A	NIL	B		Can be created
	9. Number of Engineering events organized at institute at: a. Institute Level b. State Level c. National Level d. International Level	2	2	B		Can be improved
	10. Does the department publish technical magazines and Newsletters?	NO	- NO -			
	11. Are students associated in the above publications?	NO	- NO -			
	12. Number of students who participated in inter-institute events • Within state • Outside state • Number of prizes/ awards received in the events.	0	0	C		
V	**A. Faculty Information and Contribution**					
	1. Student faculty ratio	20:1	20:1	C		
	2. Faculty cadre proportion prof: ~~Assoc prof~~: ~~Asst prof~~	0:0:4	0:0:4	C		
	3. Number of Faculty with PhD qualification	0	0	C		

	4. Number of Faculty with PG Degree qualification	4	4	A		
	5. Faculty retention (%) in the Current Academic Year?	100%	100%	A		
	6. Number of research publications of faculty in the year	1	1	C		
	7. Number of faculty who participated in FDPs, and duration of the programs.	1	4 1week -	A		
	B. Research and Development					
	1. Number of quality research publications in refereed/Scopus indexed journals.		1	C		
	2. Number of faculty awarded PhD during the current academic year	NIL	NIL			
	3. Sponsored research (funded) undertaken and its value in Lakhs of Rupees.	NIL	NIL			
	4. Number of development activities undertaken by faculty: • Product development • Working models	NIL	NIL			
	5. Consultancy services offered and their value in Lakhs of Rupees.	NIL	NIL			
	6. Does a well-defined faculty performance appraisal and development system exists and implemented?	yes	yes	A		
VI	**Facilities & Technical Support**					
	1. Are well-equipped labs and technical supporting staff					

	available?	Yes	yes	A		
	2. Are labs well maintained?	yes	yes	A		
	3. Are safety measures followed in the lab?	yes	yes	A		
	4. Is a project laboratory together with necessary facilities available in the department?	yes	yes	D		
VII	**Continuous Improvement**					
	1. Are short falls and weaknesses in the program identified from the analysis of POs and PSOs attainment?	N/A	NA			
	2. Are action plans to bridge the shortfalls prepared and implemented? If so, what is the impact of the said implementation with respect to previous academic year?	N/A	NA			
	3. Does a criterion exist for conducting academic and administrative audit?	yes	yes	A		
	4. Frequency of audit		yearly	A		
	5. Are actions taken based on audit report?		NA	—		It is first time AAA.
	6. a. Percentage of placements in current Academic Year b. Percentage of placements in the previous Academic Year c. Is there any improvement?	N/A	NA NA NA			

	7. a. Median salary offered to students in the current academic year b. Median salary offered to students in the previous academic year c. Is there any improvement?	N/A	NA			
	8. a. Best rank of the students admitted in the current academic year b. Best rank of the students admitted in the previous academic year c. Is there any improvement?	22084 13916 No	22084 13916 NO	C		

	9. a. Highest rank (in the qualifying examination) of student admitted in the current Academic Year b. Highest rank (in the qualifying examination) of student admitted in the previous Academic year? c. Is there any improvement?	36925 29937 No	36975 29937 NO	C		
VIII	**First Year Academics**					
	1. First year student faculty ratio					
	2. Number of faculty teaching first year, with PhD qualification					

	3. Number of faculty teaching first year with PG qualification					
	4. Percentage of students who qualified for promotion to 2nd year from end examinations of first year					
	5. Mean CGPA/percentage of students (who were promoted to Second year) at the end of First year.					
	6. Is a proper assessment process used for determining the attainment of course outcomes?					
	7. Is a proper assessment process used for determining the attainment of relevant POs and PSOs					
	8. Are records of computation of attainment of COs of all first-year courses available?					
	9. Are records of computation of attainment of relevant POs & PSOs of all first-year courses available?					
	10. Are actions taken based on the results of evaluation of POs and PSOs?					
IX	**Student Support Systems**					
	A. Mentoring System					
	1. Is a comprehensive mentoring system at individual level in place for professional guidance, career advancement and all-round development?	yes	yes	A		
	2. Is the mentoring system implemented? If yes, Number of students per mentor	yes	yes	A		

	3. Is the mentoring system effective?	Yes	yes	A		
	B. Student feedback on faculty and facilities.					
	1. Does a student feedback system exist?	Yes	yes	A		
	2. Are the records of action taken on the results of feedback (on faculty) analysis available?	Yes	yes	–		
	3. Is the feedback system effective?	Yes	yes	–		
	4. Are records of action taken on feedback on facilities available?	Yes	yes	–		
	C. Facilities for Self-Learning					
	1. Does the department provide scope for self-learning?	Yes	yes	B		Can be improved
	2. Are all required facilities, materials, for learning beyond syllabus etc. provided to the students?	Yes	yes	B		"
	3. Are the facilities effectively utilized by the students?	Yes	yes	B		"
	D. Career guidance, Training and Placement					
	Career Guidance					
	1. Does the college have a Career Guidance or Counseling Cell?	Yes	yes			
	2. If yes, how many students have been utilizing these services?					
	3. How many Career Guidance programs have been conducted in each year?					
	4. How many number of students attended these career					

	guidance programs?					
	5. Are students counseled for higher studies?					
	6. Does the College have Academic links/ collaborations/MoU, etc with other institutes of higher learning?					
	Training and Placements					
	1. Does the college conduct any pre placement training for students' placements?		yes			
	2. Is effective placement policy framed and implemented?					
	3. If yes, then specify the number of hours, areas in which training is imparted. 4. Does the placement cell maintain the record of job opportunities available for students?					
	5. Did the college organize any company/Industrial visits or guidance camp for students? 6. If yes, number of such visits/camps organized					
	7. Are the students provided computers and Internet to search for job, to download application forms or to register for placements drive of the companies etc?					
	8. Does the college subscribe to magazines like Employment News, Rojgar Samachar etc? If yes, give names of magazines.					

	9. Does the college have a system of registering students at the Employment office of the GoI?					
	NSS Activities/Student Clubs/Alumni Association					
	1. Are clubs and NSS effectively functioning?					
	2. Do students conduct and participate in annual co-curricular and extra-curricular activities. If yes, please mention % of students participate in such activities:					
	3. Does the college have a registered and functional Alumni Association? If yes, give number of students enrolled					
	4. Specify Activities of Alumni Association					
X	**Governance, Institutional Support and Financial Resources**					
	A. Governance, Institutional Support					
	1. Are vision and mission statements of Institution available on college website, Principal's Chamber, Library, Conference rooms etc?					
	2. Are the vision and mission statements appropriately defined and relevant?					
	3. Is institutional strategic plan (5 years) available?					
	4. Is there an implementation plan towards achieving the strategic objectives?					

	5. Is the strategic plan monitored effectively?					
	6. Is a Governing Body duly constituted and its meetings held regularly?					
	7. Are service rules, policies, procedures, functions and responsibilities published and uploaded on the website?					
	8. Are Minutes of Meetings of Governing Body and Academic council and Action taken reports available?					
	9. Are organizational structure and lists of administrative heads, and committees formed with powers to take administrative decisions, available?					
	10. Is there any Grievance redressal system in place and a cell constituted for this purpose?					
	11. Is evidence of action taken on student/staff grievances available?					
	12. Are financial powers delegated to Principal, HoDs, I/cs, documented?					
	13. Is Mandatory Disclosure as per AISHE & AICTE, placed on website?					
	14. What are institutional practices for integrating IT? (i)Administration (ii)Finance and Accounts (iii)Examination					

B. Budget allocation and utilization					
1. Does the college follow a prescribed procedure for budget formulation, finalization and approval?					
2. Is the budget allocation adequate at institutional, and program levels?					
3. What percentage of allocated funds was utilized in the previous year by the Institution and programs?					
C. Library and Internet					
i. Quality of learning resources					
1. Are learning resources procured as per the requirements provided by the academic departments, ensuring relevance to programs?					
2. Are AICTE norms followed in respect of number of books & their copies procured?					
3. Are these learning resources including E-Resources & digital library, easily accessible to students?					
4. Is adequate support given to students for self-learning activities?					
5. Is the utilization of learning resources by students and faculty satisfactory?					
ii. Internet					
1. Is the available band Width adequate?					

	2. Is Wi-Fi available in the college?					
	3. Is there internet access in labs, library, conference rooms & offices of all departments?					
	4. Is adequate security mechanism put in place for protecting the internet transactions?					
	iii. Infrastructural facilities and ambience					
	1. Is Campus ambience exemplary /Good / Satisfactory/ Unsatisfactory?					
	2. Is Office Space ambience exemplary/Good/ Satisfactory/Unsatisfactory?					
	3. Are washrooms well maintained?					
	4. Is adequate parking facility available?					
	5. Are individual Staff rooms available with IT facility?					
	6. Are staff rooms well maintained?					
	7. Is Potable Water facility available?					
	8. Is Power Backup facility available? If so, specify the capacity					
	9. Does the Institute have facilities for alternate sources of energy like: (i) Solar energy (ii)Wheeling to the Grid (iii) Use of LED Bulbs					

	10. Does the Institute have Rain water harvesting pits?					
	11. Does the institute take any Green campus initiatives such as: (i)Restricted entry of automobiles (ii)Pedestrian friendly path ways (iii)Landscaping with trees and plants					
	12. Does the Institute provide any facility for Disabled/Divyangjan persons easy access to classrooms and Labs?					
	13. Does the institute organize National/International commemorative days, events and festivals?					
	14. Do Seminar halls have adequate ICT facilities?					
	15. Is transportation available for students and staff?					
	16. Is the Canteen maintained as per Food Safety and Standards Act?					
	17. Is Auditorium/Assembly Hall available with all ICT facilities?					

Please mention

Good Practices, if any

1. Number of students in each class is reduced, well below 60.
2. Mentoring system is well planned. Gives best results.
3.

Strengths, if any

1. Labs are well equipped.
2. Value added Courses are available & conducted.
3. Adequate number of faculty available

Weaknesses, if any

1. Number of faculty publications are less.
2. No R & D projects available.
3.

Concerns, if any

1. Research need to be strengthened.
2. Department Seminar Hall not available.
3.

Deficiencies, if any

1. Projects lab is not available.
2. Class rooms are not equipped with LCD projectors.
3.

Recommendations, if any

1. Provide Department library.
2. Provide Laptop / Desktop to every faculty member.
3. Department need to start technical magazine and News letter.

Brief report, if any

1. Good number of well configured systems are available to implement Curriculum.
2. The auditing is well designed to expose strengths and weaknesses of the programme.

Suggestions for improvising the academic quality:

1. Provide LCD projector in each class room.
2. Improve project based learning.
3. Faculty interaction with the Industry is to be improved.

Signature of audit committee member: K Venkateswara Rao 17/12/2022

Name of the audit committee member: Dr. K. VENKATESWARA RAO

Affiliation of the audit committee member: Professor, CVR College of Engineering.

AIML

ET

GEETHANJALI COLLEGE OF ENGINEERING AND TECHNOLOGY
Cheeryal(V), Keesara (M), Medchal (D), Telangana state – 501 301

ACADEMIC AND ADMINISTRATIVE AUDIT REPORT

*** Grade: A: Very Good, B: Good, C: Adequate, D: deficient**

S. No	Criterion	Status		Grade	Exhibits observed	Remarks of Audit Team
		As assessed by department/ institution	As observed by Audit Team			
I.	**Vision, Mission and PEOs,**		~~yes~~			
	1. Are vision and mission statements of the department available?	yes	yes	A		
	2. Are department vision and mission statements consistent with institute statements?	yes	yes	A		
	3. Are the PEOs available?	yes	yes	A		
	4. Does the department follow a defined process for defining vision, mission and PEOs with the participation of all stakeholders-internal and external stake holders?	yes	yes	A		

	5. Are the vision, mission and PEOs made available on college website, department notice boards, HoD's chamber, laboratories, lab manuals, course files, and curriculum books etc?	Yes	yes	A		
	6. Are the PEOs consistent with the mission of the department indicated in matrix form with proper justification of correlation parameters?	Yes	yes	A		
II.	**Program curriculum and Teaching-Learning (T and L) Process**					
	Program Curriculum					
	1. Does a defined process exist for design of program curriculum?	Yes	Yes	A		
	2. Are the structure and components of curriculum well balanced and appropriate (as per AICTE Guidelines)?	Yes	yes	A		
	3. Is a valid process followed for mapping of curriculum with PEOs and PSOs?	Yes	yes	A		
	4. Is Employability a major consideration in the overall development of the curriculum	Yes	yes	A		
	B. Teaching – Learning Process					
	1. Is an Academic Calendar prepared and adhered to?	Yes	yes	A		
	2. Is evidence of pedagogical initiatives taken, such as collaborative learning, ICT supported teaching etc available?	Yes	yes	B		LCD projectors not available in every class room.

	3. Does a process exist to identify bright and weak students?	Yes	Yes	B		Can be improved
	4. Does the department have measures to encourage bright students with more complex tasks and motivate weak students to perform better?	Yes	Yes	A		
	5. Does a process exist to allocate teaching load to faculty in the department?	Yes	Yes	A		
	6. Do faculty in the department practice innovative TL practices such as • Collaborative Learning Yes/No • Interaction with student in and outside of class obtaining Feedback Yes/No • Group Learning, Developing Professional Competences. Yes/No • Teaching through value added courses Yes/No • Experiential Learning that facilitates development of Problem-Solving Skills in the students through project based learning Yes/No • Facilitating interaction with various experts in the field through Guest Lectures, Industrial Visits, Field trips thereby making them familiar with occupational awareness. Yes/No	Yes	Yes	A		

	7. Is student feedback on T and L process collected and acted upon?	Yes	yes	A		
	8. Do the experiments in laboratory support higher level of Bloom's Taxonomy?	Yes	yes	B		B+L upto 4
	9. Is continuous assessment in the laboratory done systematically?	Yes	yes	A		
	10. Is a well-defined process followed in the design and validation of question papers as well as for scheme of evaluation of mid-term and semester end examinations?	Yes	yes	A		
	11. Are questions mapped with course outcomes, and Blooms Taxonomy levels?	Yes	yes	A		
	12. Do the assignments given to students facilitate attainment of COs as well as higher levels of Bloom's Taxonomy?	Yes	yes	B		BLT To be addressed.
	13. Is a well-defined process followed for identification of student projects and allocation of guide(s)?		—			
	14. Are the projects relevant to the POs and PSOs and do they contribute to their attainments?		—			
	15. Is a well-defined process followed for monitoring and evaluation of the projects and for assessing individual and team performance?		—			

	16. Are efforts made to encourage students to develop working prototypes based on projects and/or to publish papers?		—			
	17. Particulars of industry supported laboratories established, if any. Is impact analysis of industry interaction made and if, so, is action taken based on the results of the analysis?		NIL			
	18. Are students encouraged to undergo internships or summer training? If so, what is the minimum duration of internship?		—			
	19. Is student feedback taken on the internship experience?		—			
	20. Is Impact analysis of internship made and action taken on the basis of the results of the analysis?		—			
	21. Average number of days from the date of last semester-end examination till the declaration of results		—			
	22. Average percentage of student complaints / grievances about evaluation against total number of students appeared in the examination during last academic year		—			
III.	**Course Outcomes and Program Outcomes**					
	1. Are COs defined for every course?	Yes	yes	A		

	2. Are COs embedded in syllabus?	Yes	Yes	A		
	3. Are course articulation matrix, program articulation matrix tables prepared?	Yes	Yes	A		
	4. Is appropriate assessment process for attainment of course outcomes followed including data collection, verification, analysis and decision making?	Yes	yes	A		
	5. Is a well-defined process followed for determining attainment of POs and PSOs?	Yes	yes	B		Can be improved by including Terutalks, workshops, employer survey.
	6. Are the records of computation of attainment of POs and PSOs maintained?		—			
IV	**Students' Performance**					
	1. Enrollment ratio	100%	100%	A		
	2. Percentage of students who graduate the program in four years, without repeat of any course?		—			
	3. Percentage of students graduating the program with backlogs within 4 years?		—			
	4. Mean CGPA of students (who were promoted to 3rd year) at the end of 2nd year	6.5	6.55	B		Can be improved.
	5. Percentage of students placed in companies through on and off-campus recruitment.		—			
	6. Percentage of final year students admitted to higher studies		—			

	7. Number of students turned entrepreneurs in Engineering and Technology		—			
	8. Number of Professional societies/chapters in the department		—			
	9. Number of Engineering events organized at institute at: a. Institute Level b. State Level c. National Level d. International Level		NIL			
	10. Does the department publish technical magazines and Newsletters?		NO			Can be published.
	11. Are students associated in the above publications?		— NO —			"
	12. Number of students who participated in inter-institute events • Within state • Outside state • Number of prizes/ awards received in the events.		NIL			
V	**A. Faculty Information and Contribution**					
	1. Student faculty ratio	20:1	20:1	C		Can be improved.
	2. Faculty cadre proportion Prof: Assoc. Prof; Asst Prof	2:0:1	2:0:1	A		
	3. Number of Faculty with PhD qualification	1	1	B		

	4. Number of Faculty with PG Degree qualification	3	3	C		
	5. Faculty retention (%) in the Current Academic Year?	100	100%	A		
	6. Number of research publications of faculty in the year	3	3	B		Can be improved
	7. Number of faculty who participated in FDPs, and duration of the programs.		1 2weeks	B		Can be improved
	B. Research and Development					
	1. Number of quality research publications in refereed/Scopus indexed journals.	3	3	A		
	2. Number of faculty awarded PhD during the current academic year		NIL			
	3. Sponsored research (funded) undertaken and its value in Lakhs of Rupees.		NIL			
	4. Number of development activities undertaken by faculty: • Product development • Working models		NIL			
	5. Consultancy services offered and their value in Lakhs of Rupees.		NIL			
	6. Does a well-defined faculty performance appraisal and development system exists and implemented?	Yes	yes	A		
VI	**Facilities & Technical Support**					
	1. Are well-equipped labs and technical supporting staff					

	available?	Yes	yes	A		
	2. Are labs well maintained?	Yes	yes	A		
	3. Are safety measures followed in the lab?	Yes	yes	A		
	4. Is a project laboratory together with necessary facilities available in the department?		~~yes~~ NO	D		
VII	**Continuous Improvement**					
	1. Are short falls and weaknesses in the program identified from the analysis of POs and PSOs attainment?		NA			
	2. Are action plans to bridge the shortfalls prepared and implemented? If so, what is the impact of the said implementation with respect to previous academic year?		NA			
	3. Does a criterion exist for conducting academic and administrative audit?	Yes	yes	A		
	4. Frequency of audit		yearly	A		
	5. Are actions taken based on audit report?		NA			They are [illegible] A A A
	6. a. Percentage of placements in current Academic Year b. Percentage of placements in the previous Academic Year c. Is there any improvement?		NA			

	7. a. Median salary offered to students in the current academic year b. Median salary offered to students in the previous academic year c. Is there any improvement?		NA			
	8. a. Best rank of the students admitted in the current academic year b. Best rank of the students admitted in the previous academic year c. Is there any improvement?	17364 915	17364 9158 NO	C		

	9. a. Highest rank (in the qualifying examination) of student admitted in the current Academic Year b. Highest rank (in the qualifying examination) of student admitted in the previous Academic year? c. Is there any improvement?	29451 16396	29451 16396 NO	C		
VIII	**First Year Academics**					
	1. First year student faculty ratio					
	2. Number of faculty teaching first year, with PhD qualification					

	3. Number of faculty teaching first year with PG qualification					
	4. Percentage of students who qualified for promotion to 2nd year from end examinations of first year					
	5. Mean CGPA/percentage of students (who were promoted to Second year) at the end of First year.					
	6. Is a proper assessment process used for determining the attainment of course outcomes?					
	7. Is a proper assessment process used for determining the attainment of relevant POs and PSOs					
	8. Are records of computation of attainment of COs of all first-year courses available?					
	9. Are records of computation of attainment of relevant POs & PSOs of all first-year courses available?					
	10. Are actions taken based on the results of evaluation of POs and PSOs?					
IX	**Student Support Systems**					
	A. Mentoring System					
	1. Is a comprehensive mentoring system at individual level in place for professional guidance, career advancement and all-round development?	Yes	yes	A		
	2. Is the mentoring system implemented? If yes, Number of students per mentor	Yes	yes	A		

	3. Is the mentoring system effective?	Yes	yes	A		
	B. Student feedback on faculty and facilities.					
	1. Does a student feedback system exist?	yes	yes	A		
	2. Are the records of action taken on the results of feedback (on faculty) analysis available?	yes	yes	A		
	3. Is the feedback system effective?	Yes	yes	A		
	4. Are records of action taken on feedback on facilities available?		—			
	C. Facilities for Self-Learning					
	1. Does the department provide scope for self-learning?	yes	yes	A		
	2. Are all required facilities, materials, for learning beyond syllabus etc. provided to the students?	yes	yes	A		
	3. Are the facilities effectively utilized by the students?	yes	yes	B		Can be improved
	D. Career guidance, Training and Placement					
	Career Guidance					
	1. Does the college have a Career Guidance or Counseling Cell?	yes	yes			
	2. If yes, how many students have been utilizing these services?		NA			
	3. How many Career Guidance programs have been conducted in each year?		NA			
	4. How many number of students attended these career		NA			

	guidance programs?					
	5. Are students counseled for higher studies?		NA			
	6. Does the College have Academic links/ collaborations/MoU, etc with other institutes of higher learning?		—			
	Training and Placements					
	1. Does the college conduct any pre placement training for students' placements?	Yes	yes			
	2. Is effective placement policy framed and implemented?		Ye			
	3. If yes, then specify the number of hours, areas in which training is imparted. 4. Does the placement cell maintain the record of job opportunities available for students?					
	5. Did the college organize any company/Industrial visits or guidance camp for students? 6. If yes, number of such visits/camps organized					
	7. Are the students provided computers and Internet to search for job, to download application forms or to register for placements drive of the companies etc?					
	8. Does the college subscribe to magazines like Employment News, Rojgar Samachar etc? If yes, give names of magazines.					

	9. Does the college have a system of registering students at the Employment office of the GoI?					
	NSS Activities/Student Clubs/Alumni Association					
	1. Are clubs and NSS effectively functioning?					
	2. Do students conduct and participate in annual co-curricular and extra-curricular activities. If yes, please mention % of students participate in such activities:					
	3. Does the college have a registered and functional Alumni Association? If yes, give number of students enrolled					
	4. Specify Activities of Alumni Association					
X	**Governance, Institutional Support and Financial Resources**					
	A. Governance, Institutional Support					
	1. Are vision and mission statements of Institution available on college website, Principal's Chamber, Library, Conference rooms etc?					
	2. Are the vision and mission statements appropriately defined and relevant?					
	3. Is institutional strategic plan (5 years) available?					
	4. Is there an implementation plan towards achieving the strategic objectives?					

	5. Is the strategic plan monitored effectively?					
	6. Is a Governing Body duly constituted and its meetings held regularly?					
	7. Are service rules, policies, procedures, functions and responsibilities published and uploaded on the website?					
	8. Are Minutes of Meetings of Governing Body and Academic council and Action taken reports available?					
	9. Are organizational structure and lists of administrative heads, and committees formed with powers to take administrative decisions, available?					
	10. Is there any Grievance redressal system in place and a cell constituted for this purpose?					
	11. Is evidence of action taken on student/staff grievances available?					
	12. Are financial powers delegated to Principal, HoDs, I/cs, documented?					
	13. Is Mandatory Disclosure as per AISHE & AICTE, placed on website?					
	14. What are institutional practices for integrating IT? (i)Administration (ii)Finance and Accounts (iii)Examination					

B. Budget allocation and utilization					
1. Does the college follow a prescribed procedure for budget formulation, finalization and approval?					
2. Is the budget allocation adequate at institutional, and program levels?					
3. What percentage of allocated funds was utilized in the previous year by the Institution and programs?					
C. Library and Internet					
i. Quality of learning resources					
1. Are learning resources procured as per the requirements provided by the academic departments, ensuring relevance to programs?					
2. Are AICTE norms followed in respect of number of books & their copies procured?					
3. Are these learning resources including E-Resources & digital library, easily accessible to students?					
4. Is adequate support given to students for self-learning activities?					
5. Is the utilization of learning resources by students and faculty satisfactory?					
ii. Internet					
1. Is the available band Width adequate?					

	2. Is Wi-Fi available in the college?					
	3. Is there internet access in labs, library, conference rooms & offices of all departments?					
	4. Is adequate security mechanism put in place for protecting the internet transactions?					
	iii. Infrastructural facilities and ambience					
	1. Is Campus ambience exemplary /Good / Satisfactory/ Unsatisfactory?					
	2. Is Office Space ambience exemplary/Good/ Satisfactory/Unsatisfactory?					
	3. Are washrooms well maintained?					
	4. Is adequate parking facility available?					
	5. Are individual Staff rooms available with IT facility?					
	6. Are staff rooms well maintained?					
	7. Is Potable Water facility available?					
	8. Is Power Backup facility available? If so, specify the capacity					
	9. Does the Institute have facilities for alternate sources of energy like: (i) Solar energy (ii)Wheeling to the Grid (iii) Use of LED Bulbs					

	10. Does the Institute have Rain water harvesting pits?					
	11. Does the institute take any Green campus initiatives such as: (i)Restricted entry of automobiles (ii)Pedestrian friendly path ways (iii)Landscaping with trees and plants					
	12. Does the Institute provide any facility for Disabled/Divyangjan persons easy access to classrooms and Labs?					
	13. Does the institute organize National/International commemorative days, events and festivals?					
	14. Do Seminar halls have adequate ICT facilities?					
	15. Is transportation available for students and staff?					
	16. Is the Canteen maintained as per Food Safety and Standards Act?					
	17. Is Auditorium/Assembly Hall available with all ICT facilities?					

Please mention

Good Practices, if any

1. Number of students in each class is reduced. well below 60.
2. Mentoring system is well planned and bound to give best results..
3. Labs are well equipped with better Configuration.

Strengths, if any

1. Value added courses such as Python, oracle certification etc are conducted.
2. Well Qualified and Experienced faculty.
3.

Weaknesses, if any

1. Number of publications (Quality publications) are less.
2. NO R&D projects available.
3.

Concerns, if any

1. Research need to be strengthed.
2. Centre of Excellence can be created.
3. Department seminar hall is not available.

Deficiencies, if any

1. Project lab is not available.
2. Class rooms are not equipped with LCD projectors
3.

Recommendations, if any

1. Department library can be provided.
2. Faculty need to be provided with Laptop / Desktop system.
3. Department can start news letter and Technical magazine

Brief report, if any

The Academic and Administrative Audit is elaborative. It helps in identifying weaknesses & strength of the department in terms faculty qualification, experience, research, publications, laboratory equipment, Teaching and Learning processes. Visited all the labs. Labs are good. Systems Configuration is suitable for Conducting all the labs in the curriculum.

Suggestions for improvising the academic quality:

1. Provide LCD projectors in each class room.
2. Project based learning is to be improved.
3. Interaction of faculty with industry need to be improved.

Signature of audit committee member: K Venkateswara Rao 17/12/2022

Name of the audit committee member: Dr. K. VENKATESWARA RAO

Affiliation of the audit committee member: Professor, CVR College of Engineering

DS

GEETHANJALI COLLEGE OF ENGINEERING AND TECHNOLOGY
Cheeryal(V), Keesara (M), Medchal (D), Telangana state – 501 301

ACADEMIC AND ADMINISTRATIVE AUDIT REPORT

*** Grade: A: Very Good, B: Good, C: Adequate, D: deficient**

S. No	Criterion	Status		Grade	Exhibits observed	Remarks of Audit Team
		As assessed by department/ institution	As observed by Audit Team			
I.	**Vision, Mission and PEOs,**		~~yes~~			
	1. Are vision and mission statements of the department available?	Yes	yes	A		
	2. Are department vision and mission statements consistent with institute statements?	Yes	yes	A		
	3. Are the PEOs available?	Yes	yes	A		
	4. Does the department follow a defined process for defining vision, mission and PEOs with the participation of all stakeholders-internal and external stake holders?	Yes	yes	A		

	5. Are the vision, mission and PEOs made available on college website, department notice boards, HoD's chamber, laboratories, lab manuals, course files, and curriculum books etc?	Yes	yes	A		
	6. Are the PEOs consistent with the mission of the department indicated in matrix form with proper justification of correlation parameters?	Yes	yes	A		
II.	**Program curriculum and Teaching-Learning (T and L) Process**					
	Program Curriculum					
	1. Does a defined process exist for design of program curriculum?	Yes	yes	A		
	2. Are the structure and components of curriculum well balanced and appropriate (as per AICTE Guidelines)?	Yes	yes	A		
	3. Is a valid process followed for mapping of curriculum with PEOs and PSOs?	Yes	yes	A		
	4. Is Employability a major consideration in the overall development of the curriculum	Yes	yes	A		
	B. Teaching – Learning Process					
	1. Is an Academic Calendar prepared and adhered to?	Yes	yes	A		
	2. Is evidence of pedagogical initiatives taken, such as collaborative learning, ICT supported teaching etc available?	Yes	yes	B		LCD projectors are not available in class rooms

3. Does a process exist to identify bright and weak students?	Yes	Yes	A		
4. Does the department have measures to encourage bright students with more complex tasks and motivate weak students to perform better?	Yes	Yes	A		
5. Does a process exist to allocate teaching load to faculty in the department?	Yes	Yes	A		
6. Do faculty in the department practice innovative TL practices such as • Collaborative Learning Yes/No • Interaction with student in and outside of class obtaining Feedback Yes/No • Group Learning, Developing Professional Competences. Yes/No • Teaching through value added courses Yes/No • Experiential Learning that facilitates development of Problem-Solving Skills in the students through project based learning Yes/No • Facilitating interaction with various experts in the field through Guest Lectures, Industrial Visits, Field trips thereby making them familiar with occupational awareness. Yes/No	Yes	Yes	A		

	7. Is student feedback on T and L process collected and acted upon?	Yes	yes	A		
	8. Do the experiments in laboratory support higher level of Bloom's Taxonomy?	Yes	yes	B		BTL [illegible]
	9. Is continuous assessment in the laboratory done systematically?	Yes	yes	A		
	10. Is a well-defined process followed in the design and validation of question papers as well as for scheme of evaluation of mid-term and semester end examinations?	Yes	yes	A		
	11. Are questions mapped with course outcomes, and Blooms Taxonomy levels?	Yes	yes	A		
	12. Do the assignments given to students facilitate attainment of COs as well as higher levels of Bloom's Taxonomy?	Yes	yes	B		
	13. Is a well-defined process followed for identification of student projects and allocation of guide(s)?	N/A	~~yes~~ —			
	14. Are the projects relevant to the POs and PSOs and do they contribute to their attainments?	N/A	—			
	15. Is a well-defined process followed for monitoring and evaluation of the projects and for assessing individual and team performance?	N/A	—			

	16. Are efforts made to encourage students to develop working prototypes based on projects and/or to publish papers?	N/A	—			
	17. Particulars of industry supported laboratories established, if any. Is impact analysis of industry interaction made and if, so, is action taken based on the results of the analysis?	NIL	NIL			
	18. Are students encouraged to undergo internships or summer training? If so, what is the minimum duration of internship?	N/A	—			
	19. Is student feedback taken on the internship experience?	N/A	—			
	20. Is Impact analysis of internship made and action taken on the basis of the results of the analysis?	N/A	—			
	21. Average number of days from the date of last semester-end examination till the declaration of results	N/A	—			
	22. Average percentage of student complaints / grievances about evaluation against total number of students appeared in the examination during last academic year	N/A	—			
III.	**Course Outcomes and Program Outcomes**					
	1. Are COs defined for every course?	Yes	yes	A		

	2. Are COs embedded in syllabus?	Yes	yes	A		
	3. Are course articulation matrix, program articulation matrix tables prepared?	Yes	yes	A		
	4. Is appropriate assessment process for attainment of course outcomes followed including data collection, verification, analysis and decision making?	Yes	yes	A		
	5. Is a well-defined process followed for determining attainment of POs and PSOs?	Yes	yes	B		
	6. Are the records of computation of attainment of POs and PSOs maintained?	N/A	—			
IV	**Students' Performance**					
	1. Enrollment ratio	100%	100%	A		
	2. Percentage of students who graduate the program in four years, without repeat of any course?	N/A	—			
	3. Percentage of students graduating the program with backlogs within 4 years?	N/A	—			
	4. Mean CGPA of students (who were promoted to 3rd year) at the end of 2nd year		6.14	B		Can be improved.
	5. Percentage of students placed in companies through on and off-campus recruitment.	N/A	—			
	6. Percentage of final year students admitted to higher studies	N/A	—			

	7. Number of students turned entrepreneurs in Engineering and Technology	N/A	—			
	8. Number of Professional societies/chapters in the department	N/A	—	B		Can be improved
	9. Number of Engineering events organized at institute at: a. Institute Level – 2 b. State Level c. National Level d. International Level	2	2	B		Can be improved
	10. Does the department publish technical magazines and Newsletters?	NO	NO			
	11. Are students associated in the above publications?	NO	NO			
	12. Number of students who participated in inter-institute events • Within state 0 • Outside state 3 • Number of prizes/ awards received in the events.	1	1	B		
V	**A. Faculty Information and Contribution**					
	1. Student faculty ratio	20:1	20:1	C		
	2. Faculty cadre proportion Prof: Assoc Prof: Asst Prof	1:0:4	1:0:4	A		
	3. Number of Faculty with PhD qualification	1	1	B		

	4. Number of Faculty with PG Degree qualification	5	5	A		
	5. Faculty retention (%) in the Current Academic Year?	100%	100%	A		
	6. Number of research publications of faculty in the year	4	4	B		
	7. Number of faculty who participated in FDPs, and duration of the programs.	5 1 wk	5 1 week	A		
	B. Research and Development					
	1. Number of quality research publications in refereed/Scopus indexed journals.	4	4	B		
	2. Number of faculty awarded PhD during the current academic year	NIL	NIL			
	3. Sponsored research (funded) undertaken and its value in Lakhs of Rupees.	NIL	NIL			
	4. Number of development activities undertaken by faculty: • Product development • Working models	NIL	NIL			
	5. Consultancy services offered and their value in Lakhs of Rupees.	NIL	NIL			
	6. Does a well-defined faculty performance appraisal and development system exists and implemented?	Yes	Yes	A		
VI	**Facilities & Technical Support**					
	1. Are well-equipped labs and technical supporting staff	Yes	Yes	A		

	available?	Yes	yes	A		
	2. Are labs well maintained?	yes	yes	A		
	3. Are safety measures followed in the lab?	yes	yes	A		
	4. Is a project laboratory together with necessary facilities available in the department?	yes	yes	D		
VII	**Continuous Improvement**					
	1. Are short falls and weaknesses in the program identified from the analysis of POs and PSOs attainment?	NC	NA			
	2. Are action plans to bridge the shortfalls prepared and implemented? If so, what is the impact of the said implementation with respect to previous academic year?	NA	NA			
	3. Does a criterion exist for conducting academic and administrative audit?	yes	yes	A		
	4. Frequency of audit		yearly	A		
	5. Are actions taken based on audit report?	NA	NA	A		This is first AAA
	6. a. Percentage of placements in current Academic Year b. Percentage of placements in the previous Academic Year c. Is there any improvement?	NA	NA			

	7. a. Median salary offered to students in the current academic year b. Median salary offered to students in the previous academic year c. Is there any improvement?	NA	NA			
	8. a. Best rank of the students admitted in the current academic year b. Best rank of the students admitted in the previous academic year c. Is there any improvement?	13814 14953 Yes	13811 14953 yes	A		

	9. a. Highest rank (in the qualifying examination) of student admitted in the current Academic Year b. Highest rank (in the qualifying examination) of student admitted in the previous Academic year? c. Is there any improvement?	20376 20784 Yes	20396 20985 yes	A		
VIII	**First Year Academics**					
	1. First year student faculty ratio					
	2. Number of faculty teaching first year, with PhD qualification					

	3. Number of faculty teaching first year with PG qualification					
	4. Percentage of students who qualified for promotion to 2nd year from end examinations of first year					
	5. Mean CGPA/percentage of students (who were promoted to Second year) at the end of First year.					
	6. Is a proper assessment process used for determining the attainment of course outcomes?					
	7. Is a proper assessment process used for determining the attainment of relevant POs and PSOs					
	8. Are records of computation of attainment of COs of all first-year courses available?					
	9. Are records of computation of attainment of relevant POs & PSOs of all first-year courses available?					
	10. Are actions taken based on the results of evaluation of POs and PSOs?					
IX	**Student Support Systems**					
	A. Mentoring System					
	1. Is a comprehensive mentoring system at individual level in place for professional guidance, career advancement and all-round development?	Yes	yes	A		
	2. Is the mentoring system implemented? If yes, Number of students per mentor	Yes	yes	A		

4

3. Is the mentoring system effective?	Yes	yes	A		
B. Student feedback on faculty and facilities.					
1. Does a student feedback system exist?	Yes	yes	A		
2. Are the records of action taken on the results of feedback (on faculty) analysis available?	Yes	yes			
3. Is the feedback system effective?	Yes	yes			
4. Are records of action taken on feedback on facilities available?	Yes	yes			
C. Facilities for Self-Learning					
1. Does the department provide scope for self-learning?	Yes	yes	B		Can be improved
2. Are all required facilities, materials, for learning beyond syllabus etc. provided to the students?	Yes	yes	B		"
3. Are the facilities effectively utilized by the students?	Yes	yes	B		"
D. Career guidance, Training and Placement					
Career Guidance					
1. Does the college have a Career Guidance or Counseling Cell?	Z	yes			
2. If yes, how many students have been utilizing these services?					
3. How many Career Guidance programs have been conducted in each year?					
4. How many number of students attended these career					

	guidance programs?					
	5. Are students counseled for higher studies?					
	6. Does the College have Academic links/ collaborations/MoU, etc with other institutes of higher learning?					
	Training and Placements					
	1. Does the college conduct any pre placement training for students' placements?		Yes			
	2. Is effective placement policy framed and implemented?					
	3. If yes, then specify the number of hours, areas in which training is imparted. 4. Does the placement cell maintain the record of job opportunities available for students?					
	5. Did the college organize any company/Industrial visits or guidance camp for students? 6. If yes, number of such visits/camps organized					
	7. Are the students provided computers and Internet to search for job, to download application forms or to register for placements drive of the companies etc?					
	8. Does the college subscribe to magazines like Employment News, Rojgar Samachar etc? If yes, give names of magazines.					

	9. Does the college have a system of registering students at the Employment office of the GoI?					
	NSS Activities/Student Clubs/Alumni Association					
	1. Are clubs and NSS effectively functioning?					
	2. Do students conduct and participate in annual co-curricular and extra-curricular activities. If yes, please mention % of students participate in such activities:					
	3. Does the college have a registered and functional Alumni Association? If yes, give number of students enrolled					
	4. Specify Activities of Alumni Association					
X	**Governance, Institutional Support and Financial Resources**					
	A. Governance, Institutional Support					
	1. Are vision and mission statements of Institution available on college website, Principal's Chamber, Library, Conference rooms etc?					
	2. Are the vision and mission statements appropriately defined and relevant?					
	3. Is institutional strategic plan (5 years) available?					
	4. Is there an implementation plan towards achieving the strategic objectives?					

	5. Is the strategic plan monitored effectively?					
	6. Is a Governing Body duly constituted and its meetings held regularly?					
	7. Are service rules, policies, procedures, functions and responsibilities published and uploaded on the website?					
	8. Are Minutes of Meetings of Governing Body and Academic council and Action taken reports available?					
	9. Are organizational structure and lists of administrative heads, and committees formed with powers to take administrative decisions, available?					
	10. Is there any Grievance redressal system in place and a cell constituted for this purpose?					
	11. Is evidence of action taken on student/staff grievances available?					
	12. Are financial powers delegated to Principal, HoDs, I/cs, documented?					
	13. Is Mandatory Disclosure as per AISHE & AICTE, placed on website?					
	14. What are institutional practices for integrating IT? (i)Administration (ii)Finance and Accounts (iii)Examination					

B. Budget allocation and utilization					
1. Does the college follow a prescribed procedure for budget formulation, finalization and approval?					
2. Is the budget allocation adequate at institutional, and program levels?					
3. What percentage of allocated funds was utilized in the previous year by the Institution and programs?					
C. Library and Internet					
i. Quality of learning resources					
1. Are learning resources procured as per the requirements provided by the academic departments, ensuring relevance to programs?					
2. Are AICTE norms followed in respect of number of books & their copies procured?					
3. Are these learning resources including E-Resources & digital library, easily accessible to students?					
4. Is adequate support given to students for self-learning activities?					
5. Is the utilization of learning resources by students and faculty satisfactory?					
ii. Internet					
1. Is the available band Width adequate?					

	2. Is Wi-Fi available in the college?					
	3. Is there internet access in labs, library, conference rooms & offices of all departments?					
	4. Is adequate security mechanism put in place for protecting the internet transactions?					
	iii. Infrastructural facilities and ambience					
	1. Is Campus ambience exemplary /Good / Satisfactory/ Unsatisfactory?					
	2. Is Office Space ambience exemplary/Good/ Satisfactory/Unsatisfactory?					
	3. Are washrooms well maintained?					
	4. Is adequate parking facility available?					
	5. Are individual Staff rooms available with IT facility?					
	6. Are staff rooms well maintained?					
	7. Is Potable Water facility available?					
	8. Is Power Backup facility available? If so, specify the capacity					
	9. Does the Institute have facilities for alternate sources of energy like: (i) Solar energy (ii)Wheeling to the Grid (iii) Use of LED Bulbs					

	10. Does the Institute have Rain water harvesting pits?					
	11. Does the institute take any Green campus initiatives such as: (i)Restricted entry of automobiles (ii)Pedestrian friendly path ways (iii)Landscaping with trees and plants					
	12. Does the Institute provide any facility for Disabled/Divyangjan persons easy access to classrooms and Labs?					
	13. Does the institute organize National/International commemorative days, events and festivals?					
	14. Do Seminar halls have adequate ICT facilities?					
	15. Is transportation available for students and staff?					
	16. Is the Canteen maintained as per Food Safety and Standards Act?					
	17. Is Auditorium/Assembly Hall available with all ICT facilities?					

Please mention

Good Practices, if any

1. Number of students in each class is reduced. well below 60.
2. Mentoring system is well planned and bound to give best results.
3.

Strengths, if any

1. Labs are well equipped.
2. Value added Courses are available Conducted.
3. Adequate number of faculty available.

Weaknesses, if any

1. Number of Publications are less
2. No R & D projects are available.
3.

Concerns, if any

1. Research need to be strengthened.
2. Department Seminar Hall is not available.
3.

Deficiencies, if any

1. Projects lab is not available.
2. Class rooms are not equipped with LCD projects
3.

Recommendations, if any

1. Department library can be provided.
2. Provide laptop / Desktop system to every faculty member.
3. Department need to start technical magazine & news letter.

Brief report, if any

1. Good number of computer systems are available in the Department. Systems are well configured.
2. The auditing format is very elaborative to expose strength & weaknesses of systems in terms of faculty qualification, experience, research, publications, labs, processes to teach & learning.

Suggestions for improvising the academic quality:

1. Provide LCD projector in each class room
2. Improve project based learning
3. Improve interaction of faculty with industry through MOUs.

Signature of audit committee member: K Venkateswara Rao 17/12/2022

Name of the audit committee member: Dr. K. VENKATESWARA RAO

Affiliation of the audit committee member: Professor, CVR College of Engineering.

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GEETHANJALI COLLEGE OF ENGINEERING AND TECHNOLOGY
Cheeryal(V), Keesara (M), Medchal (D), Telangana state – 501 301

ACADEMIC AND ADMINISTRATIVE AUDIT REPORT

*** Grade: A: Very Good, B: Good, C: Adequate, D: deficient**

S. No	Criterion	Status		Grade	Exhibits observed	Remarks of Audit Team
		As assessed by department/ institution	As observed by Audit Team			
I.	**Vision, Mission and PEOs,**					
	1. Are vision and mission statements of the department available?		yes	~~yes~~ A		
	2. Are department vision and mission statements consistent with institute statements?		yes	A		
	3. Are the PEOs available?		yes	A		
	4. Does the department follow a defined process for defining vision, mission and PEOs with the participation of all stakeholders-internal and external stake holders?		yes	A		

	5. Are the vision, mission and PEOs made available on college website, department notice boards, HoD's chamber, laboratories, lab manuals, course files, and curriculum books etc?		yes	A		
	6. Are the PEOs consistent with the mission of the department indicated in matrix form with proper justification of correlation parameters?		yes	A		
II.	**Program curriculum and Teaching-Learning (T and L) Process**					
	Program Curriculum					
	1. Does a defined process exist for design of program curriculum?		yes	A		
	2. Are the structure and components of curriculum well balanced and appropriate (as per AICTE Guidelines)?		yes	A		
	3. Is a valid process followed for mapping of curriculum with PEOs and PSOs?		yes	A		
	4. Is Employability a major consideration in the overall development of the curriculum		yes	A		
	B. Teaching – Learning Process					
	1. Is an Academic Calendar prepared and adhered to?		yes	A		
	2. Is evidence of pedagogical initiatives taken, such as collaborative learning, ICT supported teaching etc available?		yes	B		LCD projectors not available in class rooms

	3. Does a process exist to identify bright and weak students?		yes	A		
	4. Does the department have measures to encourage bright students with more complex tasks and motivate weak students to perform better?		yes	A		
	5. Does a process exist to allocate teaching load to faculty in the department?		yes	A		
	6. Do faculty in the department practice innovative TL practices such as • Collaborative Learning Yes/No • Interaction with student in and outside of class obtaining Feedback Yes/No • Group Learning, Developing Professional Competences. Yes/No • Teaching through value added courses Yes/No • Experiential Learning that facilitates development of Problem-Solving Skills in the students through project based learning Yes/No • Facilitating interaction with various experts in the field through Guest Lectures, Industrial Visits, Field trips thereby making them familiar with occupational awareness. Yes/No		yes	A		

	7. Is student feedback on T and L process collected and acted upon?		yes	A		
	8. Do the experiments in laboratory support higher level of Bloom's Taxonomy?		yes	B		BTL upto 4
	9. Is continuous assessment in the laboratory done systematically?		yes	A		
	10. Is a well-defined process followed in the design and validation of question papers as well as for scheme of evaluation of mid-term and semester end examinations?		yes	A		
	11. Are questions mapped with course outcomes, and Blooms Taxonomy levels?		yes	A		
	12. Do the assignments given to students facilitate attainment of COs as well as higher levels of Bloom's Taxonomy?		yes	B		BTL upto 4
	13. Is a well-defined process followed for identification of student projects and allocation of guide(s)?		—			
	14. Are the projects relevant to the POs and PSOs and do they contribute to their attainments?		—			
	15. Is a well-defined process followed for monitoring and evaluation of the projects and for assessing individual and team performance?		—			

	16. Are efforts made to encourage students to develop working prototypes based on projects and/or to publish papers?		—			
	17. Particulars of industry supported laboratories established, if any. Is impact analysis of industry interaction made and if, so, is action taken based on the results of the analysis?		NIL			
	18. Are students encouraged to undergo internships or summer training? If so, what is the minimum duration of internship?		—			
	19. Is student feedback taken on the internship experience?		—			
	20. Is Impact analysis of internship made and action taken on the basis of the results of the analysis?		—			
	21. Average number of days from the date of last semester-end examination till the declaration of results		—			
	22. Average percentage of student complaints / grievances about evaluation against total number of students appeared in the examination during last academic year		—			
III.	**Course Outcomes and Program Outcomes**					
	1. Are COs defined for every course?		yes	A		

	2. Are COs embedded in syllabus?		yes	A		
	3. Are course articulation matrix, program articulation matrix tables prepared?		yes	A		
	4. Is appropriate assessment process for attainment of course outcomes followed including data collection, verification, analysis and decision making?		yes	A		
	5. Is a well-defined process followed for determining attainment of POs and PSOs?		yes	B		
	6. Are the records of computation of attainment of POs and PSOs maintained?		—			
IV	**Students' Performance**					
	1. Enrollment ratio		100%	A		
	2. Percentage of students who graduate the program in four years, without repeat of any course?		—			
	3. Percentage of students graduating the program with backlogs within 4 years?		—			
	4. Mean CGPA of students (who were promoted to 3rd year) at the end of 2nd year		5.87	B		Can be improved
	5. Percentage of students placed in companies through on and off-campus recruitment.		—			
	6. Percentage of final year students admitted to higher studies		—			

	7. Number of students turned entrepreneurs in Engineering and Technology		–			
	8. Number of Professional societies/chapters in the department		NIL	B		Can be created.
	9. Number of Engineering events organized at institute at: a. Institute Level b. State Level c. National Level d. International Level		2	B		Can be improved.
	10. Does the department publish technical magazines and Newsletters?		NO			
	11. Are students associated in the above publications?		NO			
	12. Number of students who participated in inter-institute events • Within state • Outside state • Number of prizes/ awards received in the events.		0	B		
V	**A. Faculty Information and Contribution**					
	1. Student faculty ratio		20:1	C		
	2. Faculty cadre proportion Prof: Assoc Prof: Asst Prof		0:0:4	C		
	3. Number of Faculty with PhD qualification		0	D		

	4. Number of Faculty with PG Degree qualification		4	A		
	5. Faculty retention (%) in the Current Academic Year?		100%	A		
	6. Number of research publications of faculty in the year		2	B		
	7. Number of faculty who participated in FDPs, and duration of the programs.		2 1 week.	A		
	B. Research and Development					
	1. Number of quality research publications in refereed/Scopus indexed journals.		2	B		
	2. Number of faculty awarded PhD during the current academic year		NIL			
	3. Sponsored research (funded) undertaken and its value in Lakhs of Rupees.		NIL			
	4. Number of development activities undertaken by faculty: • Product development • Working models		NIL			
	5. Consultancy services offered and their value in Lakhs of Rupees.		NIL			
	6. Does a well-defined faculty performance appraisal and development system exists and implemented?		yes	A		
VI	**Facilities & Technical Support**					
	1. Are well-equipped labs and technical supporting staff					

	available?		yes	A		
	2. Are labs well maintained?		yes	A		
	3. Are safety measures followed in the lab?		yes	A		
	4. Is a project laboratory together with necessary facilities available in the department?		yes	D		
VII	**Continuous Improvement**					
	1. Are short falls and weaknesses in the program identified from the analysis of POs and PSOs attainment?		NA			
	2. Are action plans to bridge the shortfalls prepared and implemented? If so, what is the impact of the said implementation with respect to previous academic year?		NA			
	3. Does a criterion exist for conducting academic and administrative audit?		yes	A		
	4. Frequency of audit		yearly	A		
	5. Are actions taken based on audit report?		NA	A		This is form A AA
	6. a. Percentage of placements in current Academic Year b. Percentage of placements in the previous Academic Year c. Is there any improvement?		NA			

	7. a. Median salary offered to students in the current academic year b. Median salary offered to students in the previous academic year c. Is there any improvement?		NA			
	8. a. Best rank of the students admitted in the current academic year b. Best rank of the students admitted in the previous academic year c. Is there any improvement?		24251 15162 NO	C		

	9. a. Highest rank (in the qualifying examination) of student admitted in the current Academic Year b. Highest rank (in the qualifying examination) of student admitted in the previous Academic year? c. Is there any improvement?		38723 33010 NO	C		
VIII	**First Year Academics**					
	1. First year student faculty ratio					
	2. Number of faculty teaching first year, with PhD qualification					

	3. Number of faculty teaching first year with PG qualification					
	4. Percentage of students who qualified for promotion to 2nd year from end examinations of first year					
	5. Mean CGPA/percentage of students (who were promoted to Second year) at the end of First year.					
	6. Is a proper assessment process used for determining the attainment of course outcomes?					
	7. Is a proper assessment process used for determining the attainment of relevant POs and PSOs					
	8. Are records of computation of attainment of COs of all first-year courses available?					
	9. Are records of computation of attainment of relevant POs & PSOs of all first-year courses available?					
	10. Are actions taken based on the results of evaluation of POs and PSOs?					
IX	**Student Support Systems**					
	A. Mentoring System					
	1. Is a comprehensive mentoring system at individual level in place for professional guidance, career advancement and all-round development?		yes	A		
	2. Is the mentoring system implemented? If yes, Number of students per mentor		yes	A		

	3. Is the mentoring system effective?		yes	A		
	B. Student feedback on faculty and facilities.					
	1. Does a student feedback system exist?		yes	A		
	2. Are the records of action taken on the results of feedback (on faculty) analysis available?		yes			
	3. Is the feedback system effective?		yes	–		
	4. Are records of action taken on feedback on facilities available?		yes	–		
	C. Facilities for Self-Learning					
	1. Does the department provide scope for self-learning?		yes	B		
	2. Are all required facilities, materials, for learning beyond syllabus etc. provided to the students?		yes	B		
	3. Are the facilities effectively utilized by the students?		yes	B		
	D. Career guidance, Training and Placement					
	Career Guidance					
	1. Does the college have a Career Guidance or Counseling Cell?		yes			
	2. If yes, how many students have been utilizing these services?					
	3. How many Career Guidance programs have been conducted in each year?					
	4. How many number of students attended these career					

	guidance programs?					
	5. Are students counseled for higher studies?					
	6. Does the College have Academic links/ collaborations/MoU, etc with other institutes of higher learning?					
	Training and Placements					
	1. Does the college conduct any pre placement training for students' placements?		yes			
	2. Is effective placement policy framed and implemented?					
	3. If yes, then specify the number of hours, areas in which training is imparted. 4. Does the placement cell maintain the record of job opportunities available for students?					
	5. Did the college organize any company/Industrial visits or guidance camp for students? 6. If yes, number of such visits/camps organized					
	7. Are the students provided computers and Internet to search for job, to download application forms or to register for placements drive of the companies etc?					
	8. Does the college subscribe to magazines like Employment News, Rojgar Samachar etc? If yes, give names of magazines.					

	9. Does the college have a system of registering students at the Employment office of the GoI?					
	NSS Activities/Student Clubs/Alumni Association					
	1. Are clubs and NSS effectively functioning?					
	2. Do students conduct and participate in annual co-curricular and extra-curricular activities. If yes, please mention % of students participate in such activities:					
	3. Does the college have a registered and functional Alumni Association? If yes, give number of students enrolled					
	4. Specify Activities of Alumni Association					
X	**Governance, Institutional Support and Financial Resources**					
	A. Governance, Institutional Support					
	1. Are vision and mission statements of Institution available on college website, Principal's Chamber, Library, Conference rooms etc?					
	2. Are the vision and mission statements appropriately defined and relevant?					
	3. Is institutional strategic plan (5 years) available?					
	4. Is there an implementation plan towards achieving the strategic objectives?					

	5. Is the strategic plan monitored effectively?					
	6. Is a Governing Body duly constituted and its meetings held regularly?					
	7. Are service rules, policies, procedures, functions and responsibilities published and uploaded on the website?					
	8. Are Minutes of Meetings of Governing Body and Academic council and Action taken reports available?					
	9. Are organizational structure and lists of administrative heads, and committees formed with powers to take administrative decisions, available?					
	10. Is there any Grievance redressal system in place and a cell constituted for this purpose?					
	11. Is evidence of action taken on student/staff grievances available?					
	12. Are financial powers delegated to Principal, HoDs, I/cs, documented?					
	13. Is Mandatory Disclosure as per AISHE & AICTE, placed on website?					
	14. What are institutional practices for integrating IT? (i)Administration (ii)Finance and Accounts (iii)Examination					

B. Budget allocation and utilization					
1. Does the college follow a prescribed procedure for budget formulation, finalization and approval?					
2. Is the budget allocation adequate at institutional, and program levels?					
3. What percentage of allocated funds was utilized in the previous year by the Institution and programs?					
C. Library and Internet					
i. Quality of learning resources					
1. Are learning resources procured as per the requirements provided by the academic departments, ensuring relevance to programs?					
2. Are AICTE norms followed in respect of number of books & their copies procured?					
3. Are these learning resources including E-Resources & digital library, easily accessible to students?					
4. Is adequate support given to students for self-learning activities?					
5. Is the utilization of learning resources by students and faculty satisfactory?					
ii. Internet					
1. Is the available band Width adequate?					

	2. Is Wi-Fi available in the college?					
	3. Is there internet access in labs, library, conference rooms & offices of all departments?					
	4. Is adequate security mechanism put in place for protecting the internet transactions?					
	iii. Infrastructural facilities and ambience					
	1. Is Campus ambience exemplary /Good / Satisfactory/ Unsatisfactory?					
	2. Is Office Space ambience exemplary/Good/ Satisfactory/Unsatisfactory?					
	3. Are washrooms well maintained?					
	4. Is adequate parking facility available?					
	5. Are individual Staff rooms available with IT facility?					
	6. Are staff rooms well maintained?					
	7. Is Potable Water facility available?					
	8. Is Power Backup facility available? If so, specify the capacity					
	9. Does the Institute have facilities for alternate sources of energy like: (i) Solar energy (ii)Wheeling to the Grid (iii) Use of LED Bulbs					

Recommendations, if any

1.

2.

3.

Brief report, if any

Suggestions for improvising the academic quality:

1.

2.

3.

Signature of audit committee member:

Name of the audit committee member:

Affiliation of the audit committee member:

Strengths, if any

1.

2.

3.

Weaknesses, if any

1.

2.

3.

Concerns, if any

1.

2.

3.

Deficiencies, if any

1.

2.

3.

	10. Does the Institute have Rain water harvesting pits?					
	11. Does the institute take any Green campus initiatives such as: (i)Restricted entry of automobiles (ii)Pedestrian friendly path ways (iii)Landscaping with trees and plants					
	12. Does the Institute provide any facility for Disabled/Divyangjan persons easy access to classrooms and Labs?					
	13. Does the institute organize National/International commemorative days, events and festivals?					
	14. Do Seminar halls have adequate ICT facilities?					
	15. Is transportation available for students and staff?					
	16. Is the Canteen maintained as per Food Safety and Standards Act?					
	17. Is Auditorium/Assembly Hall available with all ICT facilities?					

Please mention

Good Practices, if any

1. Number of students in each class is reduced, well below 60.
2. Mentoring system is well planned and bound to give best results.
3.

Strengths, if any

1. Labs are well equipped.
2. Value added Courses are available & Conducted.
3. Adequate number of faculty available.

Weaknesses, if any

1. Number of publications are less.
2. NO R & D Projects available in the Department
3.

Concerns, if any

1. Research need to be strengthened.
2. Department seminar hall is not available.
3.

Deficiencies, if any

1. Projects lab is not available.
2. Class rooms are not equipped with LCD projectors.
3.

Recommendations, if any

1. Department Library Can be provided.
2. Provide laptop / Desktop system to every faculty members
3. Department Can start Technical magazine and News letter.

Brief report, if any

1. Visited all the labs. Good number of Computer systems with Good Configuration available to implement Curriculum.
2. This Academic and Administrative Audit is very Good and elaboration to explore strength and weaknesses of the department

Suggestions for improvising the academic quality:

1. Provide LCD projectors in each Class Room.
2. Improve project based Learning.
3. Improve interaction of faculty with Industry through MOUs

Signature of audit committee member: K venkateswara Rao 17/12/2022

Name of the audit committee member: Dr. K. VENKATESWARA RAO

Affiliation of the audit committee member: Professor, CVR College of Engineering.

MBA

Dr. Y. R. K. Prasad
Professor & Dean Admissions
GRIET, HYD-90

Date: 17-12-2022
Department: MBA

GEETHANJALI COLLEGE OF ENGINEERING AND TECHNOLOGY

Cheeryal(V), Keesara (M), Medchal (D), Telangana state – 501 301

ACADEMIC AND ADMINISTRATIVE AUDIT REPORT

Department of Management Studies (Academic Year : 2021- 2022)

*** Grade: A: Very Good, B: Good, C: Adequate, D: deficient**

S. No	Criterion	Status		Grade	Exhibits observed	Remarks of Audit Team
		As assessed by department/ institution	As observed by Audit Team			
I.	**Vision, Mission and PEOs,**					
	1. Are vision and mission statements of the department available?	Yes	Yes	A	Verified in the Academic Regulations	Displayed in all areas of the department
	2. Are department vision and mission statements consistent with institute statements?	Yes	Yes	A	Verified in the Academic Regulations	Displayed in all areas of the department

	3. Are the PEOs available?	Yes	Yes	A	Verified in the Academic Regulations & Course files	Displayed in all areas of the department
	4. Does the department follow a defined process for defining vision, mission and PEOs with the participation of all stakeholders-internal and external stake holders?	Yes	Yes	A	Verified in the stakeholders response and BOS documents	Displayed in all areas of the department
	5. Are the vision, mission and PEOs made available on college website, department notice boards, HoD's chamber, laboratories, lab manuals, course files, and curriculum books etc?	Yes	Yes	A	Verified in the Department and labs	Displayed in all areas of the department
	6. Are the PEOs consistent with the mission of the department indicated in matrix form with proper justification of correlation parameters?	Yes	Yes	A	CO/ PO and PEO mapping file	Displayed in all areas of the department
	Program curriculum and Teaching-Learning (T and L) Process					
	Program Curriculum					
	1. Does a defined process exist for design of program curriculum?	Yes	Yes	B	Verified in the Academic Regulations	Flow chart to be prepared

II.	2. Are the structure and components of curriculum well balanced and appropriate (as per AICTE Guidelines)?	Yes	Yes	A	BOS file and AICTE model curriculum	
	3. Is a valid process followed for mapping of curriculum with POs and PSOs?	Yes	Yes	A	CO/ PO and PEOand PSO mapping file	
	4. Is Employability a major consideration in the overall development of the curriculum	Yes	Yes	B	Verified in the Academic Regulations and MOOCS file	Institute and Industry interaction to be improved
	B. Teaching – Learning Process					
	1. Is an Academic Calendar prepared and adhered to?	Yes	Yes	A	As per Dean Admin	
	2. Is evidence of pedagogical initiatives taken, such as collaborative learning, ICT supported teaching etc available?	Yes	Yes	B	Verified in the ICT file	**Need a facility of SMRT classrooms**
	3. Does a process exist to identify bright and weak students?	Yes	No	B		**To be done**

	4. Does the department have measures to encourage bright students with more complex tasks and motivate weak students to perform better?	Yes	**Yes**	B	**Verified in PBL**	**Doing Team activities, but need individual tasks**
	5. Does a process exist to allocate teaching load to faculty in the department?	**Yes**	**Yes**	A	**Workload and Time tables**	

	6. Do faculty in the department practice innovative TL practices such as · Collaborative Learning Yes/No					
	· Interaction with student in and outside of class obtaining Feedback Yes/No	**Yes**	**Yes**	B	**Project Based Learning ,**	**To be enhanced for quality learning**
	· Group Learning, Developing Professional Competences. Yes/No	**Yes**	**Yes**	A	**IQAC**	
	· Teaching through value added courses Yes/No	**Yes**	**Yes**	A	**MOOCS** **Student record**	
	· Experiential Learning that facilitates development of Problem-Solving Skills in the students through project based learning Yes/No	**Yes**	**Yes**	A	**Entrepreneurial Development Cell**	
	· Facilitating interaction with various experts in the field through Guest Lectures, Industrial Visits, Field trips thereby making them familiar with occupational awareness. Yes/No	**Yes**	**Yes**	A		
		Yes	**Yes**	A		
	7. Is student feedback on T and L process collected and acted upon?	**Yes**	**Yes**	A	**Feedback file**	

	8. Do the experiments in laboratory support higher level of Bloom's Taxonomy?	Yes	Yes	B	Lab records	Mapping to be done for BTL
	9. Is continuous assessment in the laboratory done systematically?	Yes	Yes	A	Evaluation sheets Course file	
	10. Is a well-defined process followed in the design and validation of question papers as well as for scheme of evaluation of mid-term and semester end examinations?	Yes	Yes	A	Scheme of QP Question Paper review file	
	11. Are questions mapped with course outcomes, and Blooms Taxonomy levels?	Yes	Yes	A	Question Paper review file	
	12. Do the assignments given to students facilitate attainment of COs as well as higher levels of Bloom's Taxonomy?	Yes	Yes	B	Assignment file	
	13. Is a well-defined process followed for identification of student projects and allocation of guide(s)?	Yes	Yes	A	PRC file	
	14. Are the projects relevant to the POs and PSOs and do they contribute to their attainments?	Yes	Yes	B	PRC file and Specialization	

	15. Is a well-defined process followed for monitoring and evaluation of the projects and for assessing individual and team performance?	**Yes**	**Yes**	B	**PRC file and Project reviews**	
	16. Are efforts made to encourage students to develop working prototypes based on projects and/or to publish papers?	**Yes**	**NO**	D		**Need to encourage the students**
	17. Particulars of industry supported laboratories established, if any. Is impact analysis of industry interaction made and if, so, is action taken based on the results of the analysis?	**Yes**	**NO**	D		**Need to encourage the institute and industry interaction**
	18. Are students encouraged to undergo internships or summer training? If so, what is the minimum duration of internship?	**Yes**	**Yes**	A	**Internship file**	
	19. Is student feedback taken on the internship experience?	**Yes**	**NO**	D		**Need to establish a procedure**
	20. Is Impact analysis of internship made and action taken on the basis of the results of the analysis?	**Yes**	**NO**	D		**Need to establish a procedure**
	21. Average number of days from the date of last semester-end examination till the declaration of results	**N/ A**		—		**Exam Brach (No data @ Dept)**

	22. Average percentage of student complaints / grievances about evaluation against total number of students appeared in the examination during last academic year	N/ A		—		**Exam Brach (No data @ Dept)**
III.	**Course Outcomes and Program Outcomes**					
	1. .Are COs defined for every course?	**Yes**	**Yes**	A	Verified in the Academic Regulations and Syllabus	
	2. Are COs embedded in syllabus?	**Yes**	**Yes**	A	Verified in the Academic Regulations and Syllabus	
	3. Are course articulation matrix, program articulation matrix tables prepared?	**Yes**	**Yes**	A	CO, PO attainment file and course files	
	4. Is appropriate assessment process for attainment of course outcomes followed including data collection, verification, analysis and decision making?	**Yes**	**Yes**	A	CO, PO attainment file and course files	
	5. Is a well-defined process followed for determining attainment of POs and PSOs?	**Yes**	**Yes**	A	CO, PO attainment file and Academic Regulations	

	6. Are the records of computation of attainment of POs and PSOs maintained?	Yes	Yes	A	CO, PO attainment file and Academic Regulations	
IV	**Students' Performance**					
	1. Enrollment ratio	Yes	Yes	B.	**Student record file**	**2021 -22 – (71%)- 43/60** **2022-23 – (100%) – 63/60**
	2. Percentage of students who graduate the program in four years, without repeat of any course?	Yes	Yes	B	**Result Analysis**	**2021 -22 – (74%)** **2022-23 – (76%)**
	3. Percentage of students graduating the program with backlogs within 4 years?	Yes	No	A/D		**Need to obtain from Exam branch**
	4. Mean CGPA of students (who were promoted to 3rd year) at the end of 2nd year	Yes	No	A/D		**Need to obtain from Exam branch**
	5. Percentage of students placed in companies through on and off-campus recruitment.	Yes	Yes	B	**Placement file** **(32.07%)**	**On Campus 17/53**

	6. Percentage of final year students admitted to higher studies	**Yes**	**Yes**	A	**Student records** **(0. 3%)**	
	7. Number of students turned entrepreneurs in Engineering and Technology	**Yes**	**No**	D		**Need to obtain from EDCel**
	8. Number of Professional societies/chapters in the department	**Yes**	**Yes**	A	**HMA file**	
	9. Number of Engineering events organized at institute at: a. Institute Level b. State Level c. National Level d. International Level	**Yes**	**Yes**	A	**Events record** **(Bhaswara file)** **college level event**	
	10. Does the department publish technical magazines and Newsletters?	**NO**		—		
	11. Are students associated in the above publications?	**NO**		—		

	12. Number of students who participated in inter-institute events · Within state · Outside state · Number of prizes/ awards received in the events.	**NO**		—		
V	A. **Faculty Information and Contribution**					
	1. Student faculty ratio	**Yes**	**Yes**	A	**1:7 as per faculty records**	**Faculty working for MBA is only 8 (1:11)**
	2. Faculty cadre proportion	**Yes**	**Yes**	A	**As per faculty records**	**Professor: 4,** **Asso Prof:1, Asst Pro:9**
	3. Number of Faculty with PhD qualification	**Yes**	**Yes**	A	**As per faculty records (4)**	**2 (in the current A.Y)**
	4. Number of Faculty with PG Degree qualification	**Yes**	**Yes**	A	**As per faculty records (14)**	
	5. Faculty retention (%) in the Current Academic Year?	**Yes**	**Yes**	A	**As per faculty records (14)**	

6. Number of research publications of faculty in the year	Yes	Yes	A	As per faculty records (65%)	5 Faculty left in 2021
7. Number of faculty who participated in FDPs, and duration of the programs.	Yes	Yes	A	FDP file (14)	All the faculty
B. Research and Development					
1. Number of quality research publications in refereed/Scopus indexed journals.	Yes	Yes	B	Publication file 2 Scopus, 3 UGC	
2. Number of faculty awarded PhD during the current academic year	Nil	Nil	–		
3. Sponsored research (funded) undertaken and its value in Lakhs of Rupees.	Nil	Nil	–		
4. Number of development activities undertaken by faculty: · Product development · Working models	Nil	Nil	–		
5. Consultancy services offered and their value in Lakhs of Rupees.	Nil	Nil	–		

	6. Does a well-defined faculty performance appraisal and development system exists and implemented?	**Yes**	**Yes**	—	**Establishment section**	**To be verified at institute level**
VI	**Facilities & Technical Support**					
	1. Are well-equipped labs and technical supporting staff available?	**Yes**	**No**	D	**No Supporting staff**	**Need to depute a NT staff**
	2. Are labs well maintained?	**Yes**	**Yes**	A	**Observed the log book**	
	3. Are safety measures followed in the lab?	**Yes**	**Yes**	A	**Observed log book**	
	4. Is a project laboratory together with necessary facilities available in the department?	**Yes**	**No**	D		**To be established**
VII	**Continuous Improvement**					
	1. Are short falls and weaknesses in the program identified from the analysis of POs and PSOs attainment?	**No short falls**	**No**	A	**CO – PO attainment file**	
	2. Are action plans to bridge the shortfalls prepared and implemented? If so, what is the impact of the said implementation with respect to previous academic year?	**N/A**		—		

	3. Does a criterion exist for conducting academic and administrative audit?	Yes	Yes	A	**Audit file**	
	4. Frequency of audit	Yes	Yes	A	**Annually**	
	5. Are actions taken based on audit report?	Yes	Yes	A	**Action taken file**	
	6. a. Percentage of placements in current Academic Year b. Percentage of placements in the previous Academic Year c. Is there any improvement?	Yes Yes Yes	Yes Yes	A A	32% 0.01%	(17/52) (1/54)
	7. a. Median salary offered to students in the current academic year b. Median salary offered to students in the previous academic year c. Is there any improvement?	Yes Yes No	Yes Yes	B B	**Placement file**	**2021- 22 – Rs. 2.97 L** **2020-21 – Rs. 3.50 L**

	8. a. Best rank of the students admitted in the current academic year b. Best rank of the students admitted in the previous academic year c. Is there any improvement?	Yes Yes Yes	Yes Yes	A A A	Student Admission file	2022- 23 – 1479 2021-22 - 5436

	9. a. Highest rank (in the qualifying examination) of student admitted in the current Academic Year b. Highest rank (in the qualifying examination) of student admitted in the previous Academic year? c. Is there any improvement?	Yes Yes No	Yes Yes	A B	Student Admission file	2022- 23 – 53368 2021-22 - 50123
VIII	**First Year Academics**					

	1. First year student faculty ratio	Yes	Yes	A	Faculty record	2021- 22 – 1: 6 2022- 23 – 1.9
	2. Number of faculty teaching first year, with PhD qualification	Yes	Yes	A	Faculty record 2	
	3. Number of faculty teaching first year with PG qualification	Yes	Yes	Yes	Faculty record 07	
	4. Percentage of students who qualified for promotion to 2nd year from end examinations of first year	43		A		
	5. Mean CGPA/percentage of students (who were promoted to Second year) at the end of First year.	Exam Branch		–		
	6. Is a proper assessment process used for determining the attainment of course outcomes?	Yes	Yes	A	As same as in S. No 2 data	
	7. Is a proper assessment process used for determining the attainment of relevant POs and PSOs	Yes	Yes	A		

	8. Are records of computation of attainment of COs of all first-year courses available?	Yes	Yes	A		
	9. Are records of computation of attainment of relevant POs & PSOs of all first-year courses available?	Yes	Yes	A		
	10. Are actions taken based on the results of evaluation of POs and PSOs?	Yes	Yes	A		
IX	**Student Support Systems**					
	A. Mentoring System					
	1. Is a comprehensive mentoring system at individual level in place for professional guidance, career advancement and all-round development?	Yes	No	D	No mentoring system	mentoring system to be established
	2. Is the mentoring system implemented? If yes, Number of students per mentor	Yes	No	D		
	3. Is the mentoring system effective?	Yes	No	D		

B. Student feedback on faculty and facilities.					
1. Does a student feedback system exist?	**Yes**	**Yes**	A	**IQAC – Feedback file**	
2. Are the records of action taken on the results of feedback (on faculty) analysis available?	**Yes**	**Yes**	A	**Action taken file**	
3. Is the feedback system effective?	**Yes**	**Yes**	A	**Action taken file**	
4. Are records of action taken on feedback on facilities available?	**Yes**	**Yes**	A	**Action taken file**	
C. Facilities for Self-Learning					
1. Does the department provide scope for self-learning?	**Yes**	**Yes**	A	**MOOCs file**	
2. Are all required facilities, materials, for learning beyond syllabus etc. provided to the students?	**Yes**	**Yes**	A		
3. Are the facilities effectively utilized by the students?	**Yes**	**Yes**	A		

	D. Career guidance, Training and Placement					
	Career Guidance					
	1. Does the college have a Career Guidance or Counseling Cell?					
	2. If yes, how many students have been utilizing these services?					
	3. How many Career Guidance programs have been conducted in each year?					
	4. How many number of students attended these career guidance programs?					
	5. Are students counseled for higher studies?					
	6. Does the College have Academic links/ collaborations/MoU, etc with other institutes of higher learning?					
	Training and Placements					

	1. Does the college conduct any pre placement training for students' placements?					
	2. Is effective placement policy framed and implemented?					
	3. If yes, then specify the number of hours, areas in which training is imparted. 4. Does the placement cell maintain the record of job opportunities available for students?					
	5. Did the college organize any company/Industrial visits or guidance camp for students? 6. If yes, number of such visits/camps organized					
	7. Are the students provided computers and Internet to search for job, to download application forms or to register for placements drive of the companies etc?					
	8. Does the college subscribe to magazines like Employment News, Rojgar Samachar etc? If yes, give names of magazines.					

	9. Does the college have a system of registering students at the Employment office of the GoI?					
	NSS Activities/Student Clubs/Alumni Association					
	1. Are clubs and NSS effectively functioning?					
	2. Do students conduct and participate in annual co-curricular and extra-curricular activities. If yes, please mention % of students participate in such activities:					
	3. Does the college have a registered and functional Alumni Association? If yes, give number of students enrolled	**Yes**	**Yes**	A	**Alumni file**	**All : 52**
	4. Specify Activities of Alumni Association	**Yes**	**Yes**	A	**Alumni file**	
X	**Governance, Institutional Support and Financial Resources**					
	A. Governance, Institutional Support					

	1. Are vision and mission statements of Institution available on college website, Principal's Chamber, Library, Conference rooms etc?					
	2. Are the vision and mission statements appropriately defined and relevant?					
	3. Is institutional strategic plan (5 years) available?					
	4. Is there an implementation plan towards achieving the strategic objectives?					
	5. Is the strategic plan monitored effectively?					
	6. Is a Governing Body duly constituted and its meetings held regularly?					
	7. Are service rules, policies, procedures, functions and responsibilities published and uploaded on the website?					
	8. Are Minutes of Meetings of Governing Body and Academic council and Action taken reports available?					

	9. Are organizational structure and lists of administrative heads, and committees formed with powers to take administrative decisions, available?					
	10. Is there any Grievance redressal system in place and a cell constituted for this purpose?					
	11. Is evidence of action taken on student/staff grievances available?					
	12. Are financial powers delegated to Principal, HoDs, I/cs, documented?					
	13. Is Mandatory Disclosure as per AISHE & AICTE, placed on website?					
	14. What are institutional practices for integrating IT? (i)Administration (ii)Finance and Accounts (iii)Examination					
	B. Budget allocation and utilization					

	1. Does the college follow a prescribed procedure for budget formulation, finalization and approval?	Yes	Yes	A	Budget file	
	2. Is the budget allocation adequate at institutional, and program levels?	Yes	Yes	A	Budget file	
	3. What percentage of allocated funds was utilized in the previous year by the Institution and programs?	Yes	Yes	C	Budget file	5 L – allotted 50 T - used
	C. Library and Internet					
	i. Quality of learning resources					
	1. Are learning resources procured as per the requirements provided by the academic departments, ensuring relevance to programs?					
	2. Are AICTE norms followed in respect of number of books & their copies procured?					
	3. Are these learning resources including E-Resources & digital library, easily accessible to students?					

	4. Is adequate support given to students for self-learning activities?					
	5. Is the utilization of learning resources by students and faculty satisfactory?					
	ii. Internet					
	1. Is the available band Width adequate?	**Yes**	**Yes**	A	**Web file**	**1 GB**
	2. Is Wi-Fi available in the college?	**Yes**	**Yes**	A		
	3. Is there internet access in labs, library, conference rooms & offices of all departments?	**Yes**	**Yes**	A		
	4. Is adequate security mechanism put in place for protecting the internet transactions?					
	iii. Infrastructural facilities and ambience					
	1. Is Campus ambience exemplary /Good / Satisfactory/ Unsatisfactory?					

	2. Is Office Space ambience exemplary/Good/ Satisfactory/Unsatisfactory?					
	3. Are washrooms well maintained?					
	4. Is adequate parking facility available?					
	5. Are individual Staff rooms available with IT facility?					
	6. Are staff rooms well maintained?					
	7. Is Potable Water facility available?					
	8. Is Power Backup facility available? If so, specify the capacity					

	9. Does the Institute have facilities for alternate sources of energy like: (i) Solar energy (ii)Wheeling to the Grid (iii) Use of LED Bulbs					
	10. Does the Institute have Rain water harvesting pits?					
	11. Does the institute take any Green campus initiatives such as: (i)Restricted entry of automobiles (ii)Pedestrian friendly path ways (iii)Landscaping with trees and plants					
	12. Does the Institute provide any facility for Disabled/Divyangjan persons easy access to classrooms and Labs?					
	13. Does the institute organize National/International commemorative days, events and festivals?					
	14. Do Seminar halls have adequate ICT facilities?					

	15. Is transportation available for students and staff?					
	16. Is the Canteen maintained as per Food Safety and Standards Act?					
	17. Is Auditorium/Assembly Hall available with all ICT facilities?					

Please mention

Good Practices, if any

1. Group head division is well organized for the improvement of R&D and faculty promotion
2. A systematic TLP is established for the upliftment of students.
3. Student learning through MOOCs is implemented.

Strengths, if any

1. The faculty ratio is appropriate and above then the needed
2. Faculty commitment and coordination is good
3. Disciplined work environment and continuous quality improvement

Weaknesses, if any

1. No established procedure for improving the weak students.
2. Industry institute interaction to be improves
3. No MOUs for placements and industry based learning.
4. Ratification of staff is not done at professor level.

Concerns, if any

1. Lack of supporting staff for the Lab
2. Curriculum design flowcharts to be prepared
3. More guest lectures to be organized
4. Experimental learning to be incorporated
5. Case study and Industry based project to be designed

Deficiencies, if any

1. T & P dept to be at department level to be established
2. Department infrastructure to be improved (Staff room)
3. SMART classrooms to be established

Recommendations, if any

1. Research publications by the faculty in indexed journals to be promoted
2. Student mentoring systems to be established
3. New add on courses (Value added courses) to included in the curriculum

Brief report, if any

- The department is maintaining a quality teaching and learning environment and it should see that it will be transmitted to the targeted students.
- It has to maintain industry interaction for the upliftment of learning quality and placement.
- Training department is to be instigated the program based training (MBA)
- Faculty and student publication to be improved through project based or problem based learning approach
- MBA department need to develop consultancy practices to the industry by establishing the MOUs.

Suggestions for improvising the academic quality:

1. Modern curriculum to be adopted (As per industry needs)
2. Placement to be improved
3. MOUs and Industry interaction to be established
4. Infrastructure to be improved as per the course requirements (both for faculty and programme)

Signature of audit committee member: YVPrad 17/12/2022.

Name of the audit committee member: Dr. Y. Rama Krishna Prasad

Affiliation of the audit committee member: Professor – DMS, GRIET, HYD-90 & Dean Admissions

Dr. K. LAL KISHORE
M.Tech., Ph.D.
SMIEEE, FIETE, FIE, MISTE, MISHM, FAPAS

Former Vice - Chancellor - JNTUA
Former Rector JNTUH
Former Registrar JNTUH

Mobile: 09618023478
E-mail: lalkishorek@gmail.com

CONFIDENTIAL

Hyderabad
Dt: 20.12.2022

Dear Prof. Udaykumar Suserla garu,

Greetings!

I, on my own half and on behalf of all the Committee members, thank you for the hospitality and Co-operation given by you and your colleagues during the Academic and Administration Audit conducted by the committee on 17/12/2022.

Enclosed please find the summary report and department wise reports submitted by the respective committee members in the prescribed proforma.

Thanking You,

Yours Sincerely

K. Lal Kishore 20/12/22

Prof. K. Lal Kishore

Encl: As above.

To
HODs/Deans/IQAC/Registrar/COE
for compliance

21/12/22.

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Report on the Academic and Administrative Audit conducted on 17/12/2022

Appreciations:

1) Technology learning process is made **more effective**, by reducing the number of students in each section, to around 45.
2) **Good ambience** and **Pro-active approach** of the management and administration.
3) Mentoring of weak students is **effective**. Records are maintained well.
4) Staff retention is **satisfactory**.
5) Good number of prototypes are developed by EEE students.
6) Academic and Administrative Audit is being conducted **regularly.**

Suggestions:

7) Ranking of the college in NIRF and other Agencies **needs improvement**.
8) **Research paper publications, Research Project Grants, Patents** filing **need to be improved**
9) CO_s, PO_s, PSOs and PEOs need **to be examined**. PSOs must be specifically Designed and mapping must be done more systematically.
10) Students must be encouraged to participate in different academic and extra-curricular Programmes **outside the college**.
11) Publications by faculty in **standard Journals** need to **be improved**.
12) **Innovative methods** in Teaching-Learning process, using Digital Technology, video lessons with animations, to explain complex principles, can be employed.
13) **Stake holders involvement** in syllabus framing can be incorporated.
14) Interaction of faculty **with industry** needs to be improved.
15) **Project Labs with** all facilities to carryout Projects by students need to be established in all departments.

...contd. 2

16) Bright students must be encouraged from II year onwards by the respective Departments., by making them participate in various activities.
17) Evaluation of Performance appraisal of staff needs improvement
18) **TASK registration** of students can be done in I year, so that they get the benefit of registration, for all the 4 years.
19) **Challenge valuation**, as per university guidelines and with their approval can be introduced.
20) In MBA Dept, Infrastructure needs to be improved
21) Case studies and Industry based Projects are to be implemented for MBA Course.
22) Curriculum **Design flow** charts must be prepared
23) Industrial visits must be more in number.
24) Value added courses can be increased
25) Students can be encouraged to take up inter disciplinary projects.
26) Project based learning is to be improved.
27) **Technical magazine** at college level or department levels can be published.
28) **Stock verification** of books in the library must be done more frequently, so also, in all the Departments.
29) **Iron grill must** be provided near the main door of the EXAM branch. One more service counter can be provided, when there in rush of students.
30) College Budget amount and departments budget amount can be increased
31) Teaching staff can be given desktop Computers.
32) Teaching staff without much teaching experience **must be trained**, through FDPs in Teaching Methodology.
33) All departments must be encouraged to conduct National/International Conferences/Workshops/Seminars regularly
34) Standard of the Question papers is to be improved.

Over all Score for the College: 85%.

K. Lal Kishore 28/12/22

K. Lal Kishore 28/12/22

Prof. K. Lal Kishore
Prof. K.LAL KISHORE
Ph.D.,MIEEE, RETE, FIE, MISTE, MISHM
Former Vice Chancellor,
JNT University
ANANTAPURAMU-515 002

College

College
Common facilities, I Year, Admn.

Prof. K. Lal Kishore
Former V.C. JNTUHA.

GEETHANJALI COLLEGE OF ENGINEERING AND TECHNOLOGY
Cheeryal(V), Keesara (M), Medchal (D), Telangana state – 501 301

ACADEMIC AND ADMINISTRATIVE AUDIT REPORT

*** Grade: A: Very Good, B: Good, C: Adequate, D: deficient**

S. No	Criterion	Status		Grade	Exhibits observed	Remarks of Audit Team
		As assessed by department/ institution	As observed by Audit Team			
I.	**Vision, Mission and PEOs,**					
	1. Are vision and mission statements of the department available?					
	2. Are department vision and mission statements consistent with institute statements?					
	3. Are the PEOs available?					
	4. Does the department follow a defined process for defining vision, mission and PEOs with the participation of all stakeholders-internal and external stake holders?					

P.T.O

	5. Are the vision, mission and PEOs made available on college website, department notice boards, HoD's chamber, laboratories, lab manuals, course files, and curriculum books etc?					
	6. Are the PEOs consistent with the mission of the department indicated in matrix form with proper justification of correlation parameters?					
II.	**Program curriculum and Teaching-Learning (T and L) Process**					
	Program Curriculum					
	1. Does a defined process exist for design of program curriculum?					
	2. Are the structure and components of curriculum well balanced and appropriate (as per AICTE Guidelines)?					
	3. Is a valid process followed for mapping of curriculum with PEOs and PSOs?					
	4. Is Employability a major consideration in the overall development of the curriculum					
	B. Teaching – Learning Process					
	1. Is an Academic Calendar prepared and adhered to?					
	2. Is evidence of pedagogical initiatives taken, such as collaborative learning, ICT supported teaching etc available?					

Convener
CSE

	3. Does a process exist to identify bright and weak students?					
	4. Does the department have measures to encourage bright students with more complex tasks and motivate weak students to perform better?					
	5. Does a process exist to allocate teaching load to faculty in the department?					
	6. Do faculty in the department practice innovative TL practices such as • Collaborative Learning Yes/No • Interaction with student in and outside of class obtaining Feedback Yes/No • Group Learning, Developing Professional Competences. Yes/No • Teaching through value added courses Yes/No • Experiential Learning that facilitates development of Problem-Solving Skills in the students through project based learning Yes/No • Facilitating interaction with various experts in the field through Guest Lectures, Industrial Visits, Field trips thereby making them familiar with occupational awareness. Yes/No					

P.T.O

	7. Is student feedback on T and L process collected and acted upon?					
	8. Do the experiments in laboratory support higher level of Bloom's Taxonomy?					
	9. Is continuous assessment in the laboratory done systematically?					
	10. Is a well-defined process followed in the design and validation of question papers as well as for scheme of evaluation of mid-term and semester end examinations?					
	11. Are questions mapped with course outcomes, and Blooms Taxonomy levels?					
	12. Do the assignments given to students facilitate attainment of COs as well as higher levels of Bloom's Taxonomy?					
	13. Is a well-defined process followed for identification of student projects and allocation of guide(s)?					
	14. Are the projects relevant to the POs and PSOs and do they contribute to their attainments?					
	15. Is a well-defined process followed for monitoring and evaluation of the projects and for assessing individual and team performance?					

	16. Are efforts made to encourage students to develop working prototypes based on projects and/or to publish papers?					
	17. Particulars of industry supported laboratories established, if any. Is impact analysis of industry interaction made and if, so, is action taken based on the results of the analysis?					
	18. Are students encouraged to undergo internships or summer training? If so, what is the minimum duration of internship?					
	19. Is student feedback taken on the internship experience?					
	20. Is Impact analysis of internship made and action taken on the basis of the results of the analysis?					
	21. Average number of days from the date of last semester-end examination till the declaration of results					
	22. Average percentage of student complaints / grievances about evaluation against total number of students appeared in the examination during last academic year					
III.	**Course Outcomes and Program Outcomes**					
	1. Are COs defined for every course?					

P.T.O

	2. Are COs embedded in syllabus?					
	3. Are course articulation matrix, program articulation matrix tables prepared?					
	4. Is appropriate assessment process for attainment of course outcomes followed including data collection, verification, analysis and decision making?					
	5. Is a well-defined process followed for determining attainment of POs and PSOs?					
	6. Are the records of computation of attainment of POs and PSOs maintained?					
IV	**Students' Performance**					
	1. Enrollment ratio					
	2. Percentage of students who graduate the program in four years, without repeat of any course?					
	3. Percentage of students graduating the program with backlogs within 4 years?					
	4. Mean CGPA of students (who were promoted to 3rd year) at the end of 2nd year					
	5. Percentage of students placed in companies through on and off-campus recruitment.					
	6. Percentage of final year students admitted to higher studies					

	7. Number of students turned entrepreneurs in Engineering and Technology					
	8. Number of Professional societies/chapters in the department					
	9. Number of Engineering events organized at institute at: a. Institute Level b. State Level c. National Level d. International Level					
	10. Does the department publish technical magazines and Newsletters?					
	11. Are students associated in the above publications?					
	12. Number of students who participated in inter-institute events • Within state • Outside state • Number of prizes/ awards received in the events.					
V	**A. Faculty Information and Contribution**					
	1. Student faculty ratio					
	2. Faculty cadre proportion					
	3. Number of Faculty with Ph.D qualification					

	7. a. Median salary offered to students in the current academic year b. Median salary offered to students in the previous academic year c. Is there any improvement?					
	8. a. Best rank of the students admitted in the current academic year b. Best rank of the students admitted in the previous academic year c. Is there any improvement?					

	9. a. Highest rank (in the qualifying examination) of student admitted in the current Academic Year b. Highest rank (in the qualifying examination) of student admitted in the previous Academic year? c. Is there any improvement?					
VIII	**First Year Academics**					
	1. First year student faculty ratio	1:14 1:14		A		
	2. Number of faculty teaching first year, with PhD qualification	27 27		B		

	3. Number of faculty teaching first year with PG qualification	49		A		
	4. Percentage of students who qualified for promotion to 2nd year from end examinations of first year	100%		A		
	5. Mean CGPA/percentage of students (who were promoted to Second year) at the end of First year.	6.12		B		
	6. Is a proper assessment process used for determining the attainment of course outcomes?	Yes		B		
	7. Is a proper assessment process used for determining the attainment of relevant POs and PSOs	Yes		B		
	8. Are records of computation of attainment of COs of all first-year courses available?	Yes		B		
	9. Are records of computation of attainment of relevant POs & PSOs of all first-year courses available?	Yes		B		
	10. Are actions taken based on the results of evaluation of POs and PSOs?	Yes		B		
IX	**Student Support Systems**					
	A. Mentoring System					
	1. Is a comprehensive mentoring system at individual level in place for professional guidance, career advancement and all-round development?	Yes		A		
	2. Is the mentoring system implemented? If yes, Number of students per mentor	18		A		

DCPT
Verified

	3. Is the mentoring system effective?	Yes Yes St		A		
	B. Student feedback on faculty and facilities.					
	1. Does a student feedback system exist?	Yes		A		
	2. Are the records of action taken on the results of feedback (on faculty) analysis available?	Yes		B		
	3. Is the feedback system effective?	Yes Yes		B		
	4. Are records of action taken on feedback on facilities available?	Yes In Depts.		B		
	C. Facilities for Self-Learning					
	1. Does the department provide scope for self-learning?			B		Scope for development is there at College level
	2. Are all required facilities, materials, for learning beyond syllabus etc. provided to the students?	–				
	3. Are the facilities effectively utilized by the students?					
	D. Career guidance, Training and Placement					
	Career Guidance					
	1. Does the college have a Career Guidance or Counseling Cell?	Yes Yes		A		
	2. If yes, how many students have been utilizing these services?	–		B		Not. Not Provided
	3. How many Career Guidance programs have been conducted in each year?	15 15		B		
	4. How many number of students attended these career			B		

	guidance programs?	—				Not · Not provided
	5. Are students counseled for higher studies?	Yes	1	B		
	6. Does the College have Academic links/ collaborations/MoU, etc with other institutes of higher learning?	Yes		B		Can be improved
	Training and Placements					
	1. Does the college conduct any pre placement training for students' placements?	Yes Yes		A		
	2. Is effective placement policy framed and implemented?	Yes		A		70 Companies hired
	3. If yes, then specify the number of hours, areas in which training is imparted. 4. Does the placement cell maintain the record of job opportunities available for students?	200 hrs		A		
	5. Did the college organize any company/Industrial visits or guidance camp for students? 6. If yes, number of such visits/camps organized	Yes Yes		A		Can be more
	7. Are the students provided computers and Internet to search for job, to download application forms or to register for placements drive of the companies etc?	Yes		B		
	8. Does the college subscribe to magazines like Employment News, Rojgar Samachar etc? If yes, give names of magazines.	Yes Yes		B		

	9. Does the college have a system of registering students at the Employment office of the GoI?	NO		B		
	NSS Activities/Student Clubs/Alumni Association					
	1. Are clubs and NSS effectively functioning?	Yes		B		
	2. Do students conduct and participate in annual co-curricular and extra-curricular activities. If yes, please mention % of students participate in such activities:	40%		B		Scope for improvement is there.
	3. Does the college have a registered and functional Alumni Association? If yes, give number of students enrolled	Yes		A		
	4. Specify Activities of Alumni Association	Supported by college		A		
X	**Governance, Institutional Support and Financial Resources**					
	A. Governance, Institutional Support					
	1. Are vision and mission statements of Institution available on college website, Principal's Chamber, Library, Conference rooms etc?	Yes		A		
	2. Are the vision and mission statements appropriately defined and relevant?	Yes		A		
	3. Is institutional strategic plan (5 years) available?	Yes		A		
	4. Is there an implementation plan towards achieving the strategic objectives?	Yes		A		

	5. Is the strategic plan monitored effectively?	Yes		B		
	6. Is a Governing Body duly constituted and its meetings held regularly?	Yes		A		
	7. Are service rules, policies, procedures, functions and responsibilities published and uploaded on the website?	Yes		A		
	8. Are Minutes of Meetings of Governing Body and Academic council and Action taken reports available?	Yes		A		
	9. Are organizational structure and lists of administrative heads, and committees formed with powers to take administrative decisions, available?	Yes		A		
	10. Is there any Grievance redressal system in place and a cell constituted for this purpose?	Yes		A		
	11. Is evidence of action taken on student/staff grievances available?	Yes		B		
	12. Are financial powers delegated to Principal, HoDs, I/cs, documented?	Yes		A		
	13. Is Mandatory Disclosure as per AISHE & AICTE, placed on website?	Yes		A		
	14. What are institutional practices for integrating IT? (i)Administration (ii)Finance and Accounts (iii)Examination	Yes Software Tally		A		

B. Budget allocation and utilization					
1. Does the college follow a prescribed procedure for budget formulation, finalization and approval?	Yes		A		Budget for the Depts / College can be increased.
2. Is the budget allocation adequate at institutional, and program levels?	Yes		B		
3. What percentage of allocated funds was utilized in the previous year by the Institution and programs?	> 100 %		A		
C. Library and Internet					
i. Quality of learning resources					
1. Are learning resources procured as per the requirements provided by the academic departments, ensuring relevance to programs?	Yes		A		Stock Verification need to be done more frequently.
2. Are AICTE norms followed in respect of number of books & their copies procured?	17,409 Text Books Titles. 53,429 Yes		A		
3. Are these learning resources including E-Resources & digital library, easily accessible to students?	Yes		B		
4. Is adequate support given to students for self-learning activities?	Yes		B		
5. Is the utilization of learning resources by students and faculty satisfactory?	Can be improved		B		Can be improved
ii. Internet					
1. Is the available band Width adequate?	ACT, APRCUD 500 MBPS 500 MBPS 1000 MBPS Yes		A		

	2. Is Wi-Fi available in the college?	Yes Yes		A		
	3. Is there internet access in labs, library, conference rooms & offices of all departments?	Yes Yes		A		
	4. Is adequate security mechanism put in place for protecting the internet transactions?	Firewalls SONYC ② Yes		A		
	iii. Infrastructural facilities and ambience					
	1. Is Campus ambience exemplary /Good / Satisfactory/ Unsatisfactory?	Good Good		A		Good
	2. Is Office Space ambience exemplary/Good/ Satisfactory/Unsatisfactory?	Yes Good		A		Good
	3. Are washrooms well maintained?	Yes Yes		A		
	4. Is adequate parking facility available?	Yes Yes		A		
	5. Are individual Staff rooms available with IT facility?	Cubicles available		A		
	6. Are staff rooms well maintained?	~~Ok~~		A		
	7. Is Potable Water facility available?	Yes RO/Pure		A		All teaching faculty can be given Desktop/Laptop
	8. Is Power Backup facility available? If so, specify the capacity	Yes Yes		A		
	9. Does the Institute have facilities for alternate sources of energy like: (i) Solar energy 250KW (ii) Wheeling to the Grid (iii) Use of LED Bulbs	Yes Yes Yes		A		

	10. Does the Institute have Rain water harvesting pits?	Yes Yes		A		
	11. Does the institute take any Green campus initiatives such as: (i)Restricted entry of automobiles (ii)Pedestrian friendly path ways (iii)Landscaping with trees and plants	Yes Yes Yes		A		
	12. Does the Institute provide any facility for Disabled/Divyangjan persons easy access to classrooms and Labs?	Yes		A		Lifts, Ramps are available.
	13. Does the institute organize National/International commemorative days, events and festivals?	Yes		B		
	14. Do Seminar halls have adequate ICT facilities?	Yes		A		
	15. Is transportation available for students and staff?	Yes		A		
	16. Is the Canteen maintained as per Food Safety and Standards Act?	Yes		B		
	17. Is Auditorium/Assembly Hall available with all ICT facilities?	Yes Yes.		A		

Please mention

Good Practices, if any

1. Academic And Administrative Audit being Conducted regularly.
2. Good Ambience.
3. Class Strength for each Section around 45, so that teaching learning process is effective.

Strengths, if any

1. Right Kind of Academic Ambiance
2. Support from Management.
3.

A - 91 - 100
B - 75 - 90
C - 60 - 74
D < 50

Weaknesses, if any

1. Internships
2. Professional bodies/activities
3. No. of Ph.Ds among staff
4. Research Projects, Paper publication, Consultancy.

vs 10K for challenge valuation

26 - Smart Boards
56 - LCD Projects

ECE : 85%

CSE : B, C, C, A
1 2 3 (6)

Concerns, if any

1. Slipping in NIRF rankings
2. —
3. —

Deficiencies, if any Details are given in the Report

1. No Consultancy, STTP organization, NIRF ranking, R&D, Consultancy.
2. No Industry support. TASK registration College should register
3. Per Acad. Calender, vs with declaration date must be mentioned & approval from Acad. bodies must be taken for delay

for bright students at II yr level, additional incentives, additional credits etc.

> Innovation in Teaching, learning; Qn Paper standards to be improved.
> faculty publication in very less.
> POs of some subjects to be improved.

17

Recommendations, if any

1. Stock Verification in the Library is to be done more frequently. Mentioned in the Report
2. GRILL near Counter/Window
3. of EXAM branch must be provided. Mech
4. Additional Service Window can be provided for the EXAM branch.

Brief report, if any

Submitted Separately

Suggestions for improvising the academic quality:

1. Please See the Report
2.
3.

Signature of audit committee member:

Name of the audit committee member: Prof. K. Kishore

Affiliation of the audit committee member: Dean Research CURCE, Former VC, JNTUA

CSE 80%

> definitely in COs POs to be passed onto next faculty / semester.
> Students activity outside the College to be more
> FDP faculty attending is good.

Mech 85%

Wheel / Machine old one, AGC one is different
Infrastructure is good.
> Problem solving approach is less
> Industrial visits less
> Project based learning less
> Qn Paper Quality needs improvement
> Pass % is less.
> Publications are very less only 2, No. FDPs
> Less pass %.

CIVIL (80%): Good: Teaching, learning process, Good Website
Weak: R&D, Consultancy, no desktop to faculty
Less Placements, No Prof. ratified
> No Prof. Society at Students level; More publications

MBA (80%): > Enrollment is less > No Mentoring of Students ??
> Industry-Inst. interaction is less, No ratified Prof
> No Supporting Staff > No guest lectures.
> No Case based methodology, Infrastructure needs improvement
> one Paper, Plagiarism check.

EEE (85%): > Well defined PEOs > NO ICT methods. Tools are there.
> Bright Students need some measures
> Good no. of prototypes. Good Project allocation
> Pass % without backlogs is less > Good Professional activity
> Publications are very less. zero Consultancy

12.01.2023

Geethanjali College of Engineering and Technology

(Autonomous)

Department of Civil Engineering

Action Taken Report of the External Academic Audit conducted for AY 2021-22

S.No	Observation Made by the Audit Team	Action Taken	Remarks
1.	**A: Concerns** No desktops given to each faculty	We will request management to facilitate some of systems, mean while faculty will use the huge number of desktops available in the computer labs, during free slots of laboratories.	
2.	Improvement of attendance for tutorials / compensatory classes.	We will motivate them by telling the consequences of missing such classes through classes teachers and mentors.	
1.	**B:Weaknesses** Number of students who participated in inter-institute events *outside the state*	This number is nil in the present year. Students are not shown interest to go out due to COVID problems, This time we will motivate them and make them to participate in more numbers.	
2.	Number of development activities undertaken by faculty : working models	This number is nil in the present year. We will motivate the faculty and bright students to develop such models once we get sponsorship or budget from	

		the institute.	
3	Is a project laboratory together with necessary facilities available in the department?	Since it involves with huge budget, we will initiate to get research funded projects, as the department got NBA accredited recently. We will establish laboratory with the research funding as well as from the institute funding.	
1.	**C: Recommendations** No sponsored projects / Consultancy projects	Senior faculties who are having research exposure will be requested to focus more on this area to get funded projects.	

HOD-CED

Geethanjali College of Engineering and Technology (Autonomous)

(Approved by AICTE, Permanently Affiliated to JNTUH, Accredited by NBA & NAAC with 'A+' Grade)
Cheeryal (V), Keesara (M), Medchal Dist., Telangana - 501 301

Department of Electrical and Electronics Engineering

Note: Submitted to Principal **Date:** 10th Jan 2023

Sub: External Academic and Administrative Audit Committee Report-Action Taken on the observations made- AY 2021-22 Reg.

External Academic and Administrative audit for the year 2021-22 has been carried out in EEE department by members of external audit committee and the report is received by the undersigned. A few suggestions have been indicated in the report based on the observations that were made during the inspection. Corrective actions have been initiated in the department as per the suggestions in the report. The Action Taken Report (ATR) is presented in the following table:

S. No.	Criteria No. and Name	Remarks/comments made by the committee	Action taken on the remarks
1	3; Research, Innovations and extension	• Publications must be improved in quality journals.	Faculty were motivated to publish papers in SCI and Scopus indexed journals. Group heads were advised to conduct weekly review discussions on progress of research work of their respective mentees and explore options for publications.
		• Industry institute interaction must be initiated and improved. • MoU's must be improved • R & D activities must be improved with good R & D policy. • Develop R&D lab in the department. • Consultancy must be initiated.	• Guest lectures, Industrial visits and internships were organized as a part of industry institute interaction in which resource persons from industry were involved indicating active industry institute interaction. Networking with industry has been improved through professional bodies and Institution's Innovation Council (IIC) cell of the institute. Necessary measures would further be taken for some more improvement. • MoUs with industries and academia are being explored to apply for collaborative research projects and consultancy. • More awareness of the existing R & D policy of the institute will be imparted to the faculty of the department. • A consultancy project in association with Bio Electrical Energy Systems (BEES) is under progress. • Faculty are motivated to apply sponsored research projects.
3	4; Infrastructure and Learning Resources.	• Project lab must be provided	• The department has identified space (G14 Block - 1) as 'projects lab'
4	1, Curricular Aspects	• PSOs must be specifically designed. • Articulation matrix (CAM and PAM) must be improved in	• The existing PSO's were framed in the academic year 2020. As per the suggestion from NBA and NAAC peer teams the next modification of PSO's will take place after graduation of 2 batches (i.e., in the year

		correlation with rubrics.	2025). • Course articulation and Program articulation matrices will be modified according to AICTE indicators specified in examination reforms manual and in correlation with the rubrics designed.
5	2; Teaching – Learning	• Bloom's taxonomy levels must be followed. • Quality of question papers must be improved	• Usage of Bloom's taxonomy levels is already in practice in the preparation of question papers, course outcomes, etc. • Quality of mid-term question papers will be reviewed by the department evaluation committee before forwarding it to examination branch. Necessary action will be taken for further improvement.
	5, Student Support and Progression	Bright students must be encouraged.	• Bright students were encouraged to participate in activities conducted through IIC, Professional bodies, Hackathons, CACG, etc. • Students are also motivated to register for MOOCs / NPTEL courses. • They are also motivated to do in-house projects and to publish papers.

Aruna Bharathi
In-charge IQACE

Dr. Radhika Dora
Head EEE

ME-Action taken Report- External Audit 2021-22

S No	Reference	Action Point	Action Taken
1.	Weakness	1. Results of passing out students is less	Pass percentage based on the number of students enrolled is 87%. Number of dropouts I yr thru IV year have become reasons for impaired pass percentage. The pass percentage based on number of students registered in IV B Tech is 98.3%. Though the external challenges persist, some of the dropouts can be arrested by proper mentoring. Department will focus upon this with proper measures through mentoring.
2.		2. Very less research and paper publications	With incentives on paper publications and active researchers effective contribution, research publications are devised for an improvement
3.		3. Less Industry-Institute interaction	Department has taken measures to improve Industry Institute interactions by active collaboration with CIPET and participation through IIC.
4.	Concerns	1. Less number of students joining the course	This has become a big challenge to core branches of engineering. A total revamp in ME courses shall attract the intake number. However, the attempt will be initiated upon receiving new education policy nod from JNTUH.
5.		2. Project based learning to be improved	Four faculty members have been sent for PBL training in addition to the earlier trained and retained four faculty members. Department of ME has identified the courses and hence PBL in ensuing semester courses will be improved.
6.		3. Average package offered to students is less	Mentors are suggested to record all good/in force practices in this regard, and the same could be maintained beyond mentor book.
7.		4. Ratification of faculty at all levels to be done by University	It is proposed this time to improvise the ratification of senior faculty at the level of Professor/ Associate Professor.
8.	Deficiencies	1. No R&D and consultancy work	It is proposed in group heads meeting, hereafter, to submit research proposals not less than two per group per year.
9.		2. Less number of Continuous training programs/ workshops/ Conferences are done by department	Prepared to improve the status of workshops and trainings with the collaboration of Osmania University and CIPET.
10.		3. No PG program	Admission into PG course has been experiencing a recession. PG program will be added upon a demand for the course is arrived.
11.		4. Open electives can be improved	Addition of open electives will be exercised in forthcoming syllabus revision.
12.		5. No Incubation centre for startups	Department of ME has been contributing towards startups/incubation, to this effect, IIC at GCET organization level has become active window for ME
13.		6. Credit transfer for Swayam-MOOCs courses can be allowed	This aspect will be proposed in next syllabus revision.

31/12/2022

(Dr S Shyam Kumar)
Head, Mechanical Engg.,

GEETHANJALI COLLEGE OF ENGINEERING AND TECHNOLOGY

(UGC Autonomous)
(AICTE Approved, Permanently Affiliated to JNTUH, Accredited by NBA and Accredited by NAAC with 'A+' Grade)
Cheeryal (V), Keesara (M), Medchal. Dist. 501301.

DEPARTMENT OF ELECTRONICS AND COMMUNICATION ENGINEERING

Date: 10-01-2023

Note Submitted to Principal:
Sub: - External Academic Audit Committee Report of AY 2021-22 - Action Taken on the observations made – - Reg.
External Academic Audit for the year 2021-22 was carried out in the ECE department on 17th December, 2022 by members of the committee and the report is received by the undersigned. A few suggestions have been indicated in the report based on the observations they have made during the inspection. The corrective actions have been initiated in the department as per the suggestions made by the committee.

The Action Taken Report (ATR) is presented in the following table:

Criterionno.andName	Remarks/Commentsmade by thecommittee members	ActionTaken onthe Remark/Commentsin Column-2
I. Vision and Missionstatements: **2.** Are department Vision and Mission statements consistent with institute statements	Request for feedback from all stakeholders. **Poor involvement of stakeholders**	The department's Vision and Mission are defined in-line with the institution's Vision and Mission. As and when the institute's vision and mission are modified, accordingly the department's vision and mission will be modified. Involvement of stakeholders will be made better when the revision takes place.
II. B. Teaching-LearningProcess: **3:**Does a process exist to identify bright and weak students?	**Identification of Poor & Weak students is to be improved.**	Well defined process is being adopted by the department for identification of slow learners and advanced learners.
II. B. Teaching-LearningProcess: **10:** Is a well-defined process followed in the design and validation of question papers as well as for the scheme of evaluation of mid-term and semester-end examinations?	No, Needs improvement in question paper setting and assignment with Bloom's Taxonomy levels levels.	As of now, all the internal question papers are being scrutinized well by the respective Group Heads, for maintaining better quality of internal question papers. The Internal Question Paper Evaluation Committee (IQEC) then monitors whether the relevant COs and Blooms Taxonomy levels are followed or not. The IQEC committee consists of one IQAC Expert member from other department, HoD, one senior Professor/Associate Professor along withcourse coordinator. However, further care will be taken for betterment of the quality of the internal question papers. Regarding Semester End Examination question papers, the papers are set by faculty members of other colleges, and the paper setters are selectedfrom the panel of examiners approved by the members of Board of Studies of the department. Generally, this

		panel of examiners consists of Doctorates or senior faculty members having more than 10 year of teaching experience and taught the same subject for more than 5 times. More over as per the guide lines of JNTUH, no scope is given to modify any of the questions during the moderation process.
II. B. Teaching-Learning Process: 12.Do the assignments given to students to facilitate attainments of COs as well as higher levels of Bloom's Taxonomy.	No	As per the suggestion given, assignment questions will now be given for the attainment of higher Bloom's Taxonomy levels, and indicating them with relevant COs and Bloom's Taxonomy levels.
II. B. Teaching-Learning Process: 17. Particulars of industry supported laboratories established, if any. Is impact analysis of industry interaction made and if, so, is action taken based on the result of the analysis?	No	The department has a Center of Excellence in VLSI Design, supported by CADENCE. The department is in the process of establishing an Industry supported lab in the field of Embedded Systems and IoT.
II. B. Teaching-Learning Process: 22. Average percentage of student complaints and grievances about evaluation against total number of students appeared in the examination during last academic year.	RCRV, Challenged evaluation.	RCRV is already in place. Challenged evaluation is implemented recently after taking due approval from the academic council.
IVStudent's Performance: 8 Number of Professional societies/chapters in the department.	ISTE – Less IETE - Project expo.	In general ISTE activities are organized at the institute level, while the IETE activities are conducted exclusively by the department. Department will try to enhance the existence of these professional bodies by organizing more number of activities under them.
IV Student's Performance: 10. Does the department publish technical magazines and newsletters?	In technical Magazines, the year is not mentioned	Department publishes technical magazines and newsletters periodically. Appropriate care will be taken from now on, in furnishing the relevant details as per the suggestion.
VIIContinuous Improvement: 9 a. Highest rank (in the qualifying examination) of student admitted in the current academic year. 9 b. Highest rank (in the qualifying examination) of student admitted in the previous academic year. c. Is there any improvement?	Too much difference	As there is a huge inclination towards Computer science oriented branches in last two years, students with good rank prefer to join these branches. Similar kind of situation is prevalent in all other colleges also including university colleges.

Criterion no.andName	Remarks/Commentsmade by thecommitteemembers	ActionTaken onthe Remark/Commentsin Column-2
Strengths	1. Well-maintained labs 2. Good IEEE participation 3. Good CO-PO attainment 4. Good placements (needs improvement in package) 5. Good Mentor-Mentee procedure for faculty. But not for students.	
Weakness	1. ISTE membership is less 2. IETE Events organization is poor. 3. Internship files can be maintained in a better way with offer letters/ impact analysis 4. FDPs organizing/attending should be for 1/2/3/4 week at least. 5. E-journals.	1. More efforts will be made to increase ISTE memberships. 2. Department is planning to organize more events under IETE students Forum. 3. Internship files are maintained in an organized manner and the impact analysis is also made. For internships, offer letters are not being given by the organizations and only the completion certificates are given. 4. It is already there in practice that, faculty are encouraged to attend FDPs with 2/3 week duration. 5. E-journals are available and accessible for both faculty and students.
Concerns	1. Challenge revaluation can be included 2. QP/Assignments setting can be better. 3. Contribution of stakeholders 4. Performance Appraisal evaluation can be improved. 5. Well-defined measures for the improvisation of concerns. 6. Poor pass percentage in a single attempt.	1. With effect from academic year 2022-23 the process of challenged revaluation is introduced. 2. As per the suggestion given, assignment questions will now be given for the attainment of higher Bloom's Taxonomy levels, and indicating them with relevant COs and Bloom's Taxonomy levels. 3. Contribution of the stake holders will be made better when the vision and mission of the department are reviewed and revised subsequently. 4. Performance Appraisal form has been reviewed and revised after a number of deliberations made in the college academic committee. 5. Department is taking every effort to improve the pass percentage of students by resorting to various student-centric teaching methods and through focused mentoring. Efforts will continue to improve the pass percentage.
Deficiencies	1. No industry support labs 2. Poor Consultancy projects (Sponsored) 3. Entrepreneurs – Nil	1. The department has a Center of Excellence in VLSI Design, supported by CADENCE. The department is in the process of establishing an Industry

	4. Poor R& D.	supported lab in the field of Embedded Systems and IoT. 2. Department has done consultancy to the tune of Rs. 4 lakh during 2021-22. Efforts are on to improve the consultancy 3. Ideas proposed by two students of our department are at the incubation stage as of now and every assistance will be provided to them to realize their ideas into development of products. 4. Faculty members have published 40 journal papers and presented 11 conference papers during 2021-22. There is a lot of improvement in publication of research papers and conference papers during 2021-22. The research project " Development of novel carbon nanotube/polymer nano composite materials for EMI applications" funded by DRDO is in its final stage of completion.

Dr. M A Khadar Baba
HoD ECE.

Copy to: 1.Overall IQAC- Coordinator, GCET
2. Dean (Academics)
3. Dean (Administration)

GEETHANJALI COLLEGE OF ENGINEERING AND TECHNOLOGY
(UGC AUTONOMOUS)
Cheeryal (V), Keesara (M), Medchal Dist – 501 301, Telangana

DEPARTMENT OF COMPUTER SCIENCE AND ENGINEERING

Action Taken Report for External Academic and Administrative Audit Committee observations for the A.Y.2021-22

External Academic and Administrative Audit for the A.Y:2021-22 was conducted with an external member Dr. V.Aruna Varanasi, Professor, Srinidhi Institute of Technology and Science and the report submitted to the institute.

The report indicates the strengths, weaknesses, concerns and recommendations. The report as given by external committee members was discussed with senior professors of the department and the corrective actions were taken up.

Remarks category	Remarks made by the committee	Action Taken
Weaknesses	Industry Supported Laboratories are not there	Laboratories are there in association with IBM, Redpines and C-DAC, but department does not have any sponsored labs. Senior faculty of the department are instructed to identify industries with scope of sponsorship in relation with the competency of the department.
	Innovative assignments and Teaching Learning process are missing	All course coordinators are instructed to take utmost care while designing assignments. A few faculty have initiated innovative teaching learning methods but proper documentation is not maintained. All faculty were instructed to implement and document innovative teaching learning process planned.
	Percentage of Students successful are very poor	The pass percentage of students in last two years is low and efforts are in place to make students understand the importance of regular study. All mentors are counseling students on the same.
	Faculty completed	The number of faculty pursuing Ph.D. in CSE department is

	Ph.D in the year is only one(1)	11 in the A.Y:2021-22 out of which one faculty completed Ph.D. Faculty are continuously motivated to pursue Ph.D in premiere institutions. Faculty pursuing Ph.D are given a weekly day off to enable them to dedicate more time for research. Specialization groups are also into practice in the department where a senior faculty acts as a mentor to group of junior faculty for TLP and research activities.
Concerns	Faculty involvement criteria wise is good, but analysis and action to be taken is missing.	Action taken was missing only in one criteria, Internship file. Feedback for internship completed students is taken but no specific action was indicated. Department will plan for the action based on internships feedback from A.Y:2022-23
	Stake holders involvement in curriculum design is not available.	Stake holders input is regularly taken in CSE department and is seriously considered for curriculum design. External audit member was suggesting inviting various external stake holders for a meeting and discussing on curriculum for inputs instead of taking inputs at different times during their visit to college. CSE department has proposed for such a meeting in 2023 to take inputs on AR20 regulation.
	Prototypes and working models to be demonstrated in the form of video	The videos of last two academic years 2020-21, 2021-22 are present in the department. The videos were not presented to the audit member as they were made ready in lab6 which was not visited during the audit.
Deficiency	No sponsored project and consultancy activity	All senior faculty in the department were informed to identify sponsoring agencies and apply for such projects. Dr.Kamakshiah was informed to give a presentation on the opportunities available for research grants. Department had two contributions in this angle 1. One project titled “Rampally Dayara- Property Tax Management System” under Unnat Bharat

		Abhiyan(UBA) in association with NSS unit of GCET. 2. One project titled "Automation of oil distillation for farmers" is under development for the company "Protech Engineering" and it is in the stage of development of PoC.
	Number of Research publications in number is less (gains) the faculty member's strength.	Specialization groups are also made into practice in the department where a senior faculty acts as a mentor to group of junior faculty for TLP and research related activities. Group heads are informed to guide their mentee faculty to publish papers as most of the faculty in CSE department are junior faculty. Incentives are proposed to faculty for publishing papers/patents.
Recommendations	Encourage students to partificipate in inter college event and also outside state.	The participations of students in inter college events outside state is slightly improved compared to last year. Students are motivated to participate in co-curricular and extra-curricular activities by the mentors. Financial assistance is also provided to students for the same.
	Faculty should be encouraged by giving research incentives	Research incentives are provided to faculty and students for publishing research papers and patents. Faculty pursuing Ph.D. are also encouraged by giving a weekly day off to complete their Ph.D.
	Students start ups to be encouraged through incubation centre	Department will plan in association with institute level incubation cell. Department level coordinators are informed to prepare a plan of action in this regard.

Geethanjali College of Engineering and Technology

(UGC AUTONOMOUS INSTITUTION)
(Accredited by NBA and NAAC with 'A+' grade,Approved by AICTE New Delhi and Affiliated to JNTUH)
Cheeryal (V), Keesara (M), Medchal (Dist), Telangana – 501 301.

Action Taken Report of External Academic & Administrative Audit Committee, 2021-22,GCET

Department of Information Technology

20th January, 2023

Note Submitted to Principal

Sub: - External Academic Audit Committee Report of AY 2021-22 - Action Taken on the observations made – - Reg.

External Academic Audit for the year 2021-22 was carried out in the IT department on 17th December, 2022 by members of the committee and the report is received by the undersigned. A few suggestions have been indicated in the report based on the observations they have made during the inspection. The corrective actions have been initiated in the department as per the suggestions made by the committee. The Action Taken Report (ATR) is presented in the following table:

Criterion no. and Name	Remarks/Comments made by the committee members	Action Taken on the Remarks/Comments in Column-2
Criteria II B.2. Is evidence of pedagogical initiatives taken, such as collaborative learning, ICT supported teaching etc available?	No LCD Projector in class room	Communicated the deficiency to the management. The class rooms are equipped with LCDs.
Criteria II B.8.Do the experiments in laboratory support higher level of Bloom's Taxonomy?	Up to BTL4	As per the suggestions by the committee members will try to include in the next regulations.

Criteria III 5.Is a well-defined process followed for determining attainment of POs and PSOs?	Process yet to be verified	As the department is started in A.Y.2019-2020 now Students are in Final year.

Overall Comments	**Remarks/Comments made by the committee members**	**Action Taken on the Remarks/Comments in Column-2**
Deficiencies, if any.	**1.** Projects lab is not available **2.** Class rooms are not equipped with LCD Projector	Currently, the department is running in its final year. The students are utilizing the CSE department infrastructure for carrying out project-related activities. In the next year a separate Project lab will be established. Communicated the deficiency to the management. The class rooms are equipped with LCDs.
Weaknesses, if any.	**1.** Number of publications are less. **2.** No R and D Projects available	The department is planning to apply for R and D Projects in next academic year. More efforts will be made to increase the number of publications.
Concerns, if any.	**1.** Research need to be strengthened **2.** Department seminar hall is not available	Faculty members are publishing a good number of research papers and the number would increase further. Faculty members are encouraged to pursue Ph.D by providing special incentives to them. Currently, Seven faculty members are pursuing Part -Time Ph.D. Communicated the deficiency to the management. Department seminar hall have been planned in the Department Budget, for the AY 2022-23.
Recommendations	**1.** Department Library can be provided. **2.** Faculty need **to be** provided with Laptop/Desktop systems.	Currently Department library is shared with CSE, but we are having library books separately. The deficiency is communicated to the Management and will establish in next academic year. Currently, the faculty are being provided

	3. The department can start newsletters and Technical magazines	desktop computers in shared mode. Individual desktop computers will be provided to the faculty in the next academic year. Department will plan to start publishing its own newsletter and magazine in the next academic year.

HoD-IT

(Dr.K.Srinivas)

Copy to: 1. Overall IQAC- Coordinator, GCET
2. Dean (Academics)
3. Dean (Administration)

GEETHANJALI COLLEGE OF ENGINEERING AND TECHNOLOGY
(UGC AUTONOMOUS)
Cheeryal (V), Keesara (M), Medchal Dist – 501 301, Telangana
DEPARTMENT OF COMPUTER SCIENCE AND ENGINEERING
ARTIFICIAL INTELLIGENCE AND MACHINE LEARNING

Action Taken Report for External Academic and Administrative Audit Committee observations for the A.Y.2021-22

External Academic and Administrative Audit for the A.Y:2021-22 was conducted with the external member Dr. K. Venkateswara Rao, Professor, Department of CSE, CVR College of Engineering, Ibrahimpatnam. The report was submitted to the institute.

The report indicates the strengths, weaknesses, concerns, and recommendations. The report as given by the external committee was discussed with the senior faculty of the department and corrective actions were taken.

Remarks category	Remarks made by the committee	Action Taken
Weaknesses	The number of publications (quality) is less.	B.Tech program in CSE (AIML) was started in the academic year 2020-21 with an intake of 60 students. A separate department in CSE (AIML) was established in the academic year 2021-22 with three (03) faculty members. In subsequent years when additional faculty members are recruited to cater to the needs of the students, more efforts will be made to increase the number of publications.
	No R&D Projects available	The department is planning to apply for more number of R&D Projects from next academic year on wards as only three (03) faculty members were available during the academic year 2021-22.
Concerns	Research needs to be strengthened.	Faculty members are publishing a good number of research papers and the number would increase further when additional faculty join the department in subsequent years. Faculty members are encouraged to pursue Ph.D by way of providing special incentives to them. Currently, three faculty members are pursuing Part -Time Ph.D.

	A Centre of Excellence can be created.	As only II year students were there during the academic year 2021-22 as the program CSE(AIML) was started during 2020-21, Centre of Excellence was not thought off. The department is planning to establish a Center of Excellence in AIML during the year 2023-24 when all the students (II, III and IV Year) would be available. Students would be given special training in AIML area through the proposed Center of Excellence.
	Department Seminar hall is not available	Seminar halls are not constructed department wise in the college. The available 4 numbers of seminar halls, which are controlled centrally, are catering to the needs of various departments as per the exigencies.
Deficiency	The project lab is not available	Currently, the department is running in its third year. Currently, the students are utilizing the CSE department infrastructure for carrying out project-related activities. In the next year, when students come to final year and will be doing Mini projects and Major projects, a separate Project lab will be established.
	Classrooms are not equipped with LCD Projectors.	Communicated the deficiency to the management. The purchase of LCDs for classrooms has been planned in the Department Budget Committee, for the AY 2022-23.
Recommendations	Department Library can be provided.	Communicated the deficiency to the Principal/ Management. The establishment of the Department Library and the purchase of books have been planned in the Department Budget, for the AY 2022-23.
	Faculty need to be provided with Laptop/Desktop systems.	Currently, the faculty is being provided desktop computers in shared mode. Individual desktop computers will be provided to the faculty in the AY 2022-23.
	The department can start newsletters and Technical magazines	When a separate department of CSE (AIML) was established in the academic year 2021-22, only students at II year were available during the academic year 2021-22, and a separate newsletter and technical magazines were not thought off. However, in the AY 2022 -23, the AI&ML Department will start publishing its won newsletter and magazine.

GEETHANJALI COLLEGE OF ENGINEERING AND TECHNOLOGY
(UGC AUTONOMOUS)
Cheeryal (V), Keesara (M), Medchal Dist – 501 301, Telangana

DEPARTMENT OF CSE- (CS,DS,IOT)

Action Taken Report for External Academic and Administrative Audit Committee observations for the A.Y.2021-22

External Academic and Administrative Audit for the A.Y:2021-22 was conducted with an external member Dr. K.Venkateswara Rao, Professor in CSE, from CVR College of Engineering and the report submitted to the institute.

The report indicates the strengths, weaknesses and recommendations. The report as given by external committee members was discussed with senior professors of the department and the corrective actions were taken up.

Remarks category	Remarks made by the committee	Action Taken
Weakness	Number of Research publications of the faculty is less and Faculty completed Ph.D are very less	● Planned to conduct a workshop to faculty on how to publish a research paper in every academic year like series of FDPs . ● To motivate faculty, incentives are given to faculty for publishing papers/patents. ● Group heads are informed to guide their mentee faculty to publish papers as most of the faculty in EA department are junior faculty. ● Faculty are continuously motivated to pursue Ph.D in premiere institutions. Faculty pursuing Ph.D are given a weekly day off to enable them to dedicate more time for research. Specialization groups are also into practice in the department where a senior faculty acts as a mentor to group of junior faculty for TLP and research activities
	No R&D projects are available	● Motivating faculty to submit proposals by felicitating them with R and D experts from Industry.
Concerns	Research need to be strengthened	● Professors are requested to apply project proposals for SERB and Under Women empowerment scheme

	Department Seminar Hall is not available	● Planned to submit a proposal for establishment of ● Department Seminar Hall.
Recommendations	Technical Magazine and News Letter	● Technical Magazine and Newsletter has been started and coordinator is Mr. Shraban Kumar.
	Improve interaction of faculty with Industry through MOU's	● Planning to have MOU on cyber security domain with industry people to fill the gap between Industry and Academics.
	Dept library can be provided	● Planned to submit a proposal for establishment of ● Dept Library.
	Provide Laptop to every faculty member.	● Planning to submit proposal for Management regarding faculty Laptops.
	Improve PBL	● PBLs subject wise: For AY:2021-2022 DS-6 OOP-5 WT-10 ● PBLs planned subject wise for AY:2022-2023 CN-15 OOP-10 WT-12 DS-10 Department in association with incubation centre has planned for the improvement of PBL and Design Thinking projects with new innovative ideas.
Deficiencies	Project lab is not available	● Planned to submit a proposal for establishment of Project Lab
	Class rooms are not equipped with LCD projects.	● LCD projectors are already fixed in class rooms.

GEETHANJALI COLLEGE OF ENGINEERING AND TECHNOLOGY

DEPARTMENT OF MANAGEMENT STUDIES

ACTION TAKEN REPORT

ACADEMIC AND ADMINISTRATIVE AUDIT REPORT (2021-2022)

S.NO	Criterion	Remark by the member	ATR on Remark
1	II/16	Working prototypes and publication reports	Prototype system project works are very less in MBA and efforts would be taken in this direction
2	II/17	Industrial support labs and industry and Institute interaction	Can try for industrial oriented projects and labs.
3	II/19	Student feedback based on interships	Feedback on SIP can be taken from this year onwards.
4	II/20	Impact Analysis of intership and result Analysis	Whenever outside interships are undertaken , the results will be analyzed
5	II B/3	Does a process exist to identify weak & bright students	Bright students are identified based on their calss room performance, question- answers in class, mid term performance , interactive in idustry based projects, leadership tracts exhibited in co- curricular activities, powerpoint presentation, seminars and group discussions. All students participate in one or the other activity; academic performance alone can not be taken as a criteria for identifying them as bright students. The small % of weak students are given assistance and help from peer group. Mentoring system would help in a better way.
6	IV/7	Turned as entrepreneur in MBA	Efforts are being made in this direction by empowering EDC cell in the Department/ college.Most students prefer to work in reputed organisations; However corporate entrepreneurship and its importance is taught through experiencial learning
7	VI/1	Technical supporting staff in lab	Communicated to the concerned authorities for recruitment
8	VI/4	project Lab	Whenever, industry oriented projects are undertaken, projects labs will be established
9	IX/1,2 & 3	Mentoring system	Would be implemented from 2022-23, I year I sem (2022-2024 Batch)