



OBSERVATIONS OF ACADEMIC AND ADMINISTRATIVE AUDIT (AAA)

The Academic and Administrative Audit (AAA) was held between 13.05.2019 - 17.05.2019 by a panel of members, from the various departments appointed by the Co-ordinator - IQAC in consultation with the Principal of the college. The Audit was conducted in an organised manner; following the audit, observations were recorded and a summary with recommendation is submitted by the Internal Quality Assurance Cell to the Principal and the Management.

Observations of the audit would include the following:

Automobile Engineering:

Extra curricular and co-curricular activities are not found in the Time Table. Students final year projects has to be mainly Industry oriented. Attention has to be paid more on students admission to the department. Remedial classes are conducted as per schedule, and 50% of the students cleared their arrear backlog through these classes. Faculty with Ph.D is found to be insufficient. Student retention as compared to previous year is good. Faculties are not taken up online tests such as Swayam, NPTEL, etc... 50% of the content delivery is through PPT and other LMS. Innovation followed in T/L Process is found missing. Number of sponsored projects and consultancy works done is found to be nil. Conference publications and faculty enrolment to professional societies not found to be up to mark. Events must be conducted with sponsorship from professional societies. ICT enabled class rooms are found to be minimal.

Civil Engineering:

Academic calendar need to inculcate placement training schedules also. Faculty work load is evenly distributed, but still non-teaching work load also need to be included to the list. Laboratory course file need to be audited .Lesson plan is uploaded in CAMU ERP and made visible for students. Curriculum gap is identified, but proof needed for action taken. Conduct of special courses is satisfactory and yet new courses can be introduced to the existing ones. Final year project should be planned on different domains. For student's internship, preference should be given for varying nature of companies. Remedial classes



are arranged for students and 2 students have cleared their back log arrears through such remedial classes. NPTEL/ Swayam online FDPs are attended by students, but course are not found to be taken up by the faculty members. Through special courses, courses beyond curriculum are found satisfactory. Sponsored projects are not taken up by the department and 1 consultancy work is undertaken. Conference publications are found to be nil and 3 faculty members have enrolled in professional societies. IPR activities are found at minimal. Existing MoUs are renewed, but no new ones are signed.

Computer Science & Engineering:

Adherence to Academic Calendar is found to be followed. Time table shall include extra hours for sports. Course file is checked, but the incharge sign is found missing. Laboratory manual should include more than one additional program. Gap identification is made and action taken through conduct of seminars and guest lectures. List of students project is verified, but industrial projects are found to be few. Private sector company internships are taken up by the students for field projects. Student mentoring is 1:15. Remedial classes are conducted for weak students and 3 students have cleared their back log arrears through such classes. Faculty members have not taken up online courses. Sponsor projects are not taken up by the department and 1 consultation work is done. Course content delivery through PPT is satisfactory. Conference paper publications, journal publications are found to be satisfactory. Few faculty members are found to enrol in Professional societies. MoUs are renewed, IPR activities are found to be few. Technical events conducted under professional society are found to be nil. Digitalisation of department library is not found.

Electronics and Communication Engineering:

Time table includes one extra hour for seminar and library. Readiness of course file is satisfactory. Curriculum gap identified and action taken through seminars and guest lecturers to fill the gap. Final year student project list verified, and more attention need to be given for industry oriented projects. Mentor-Mentee follow up is satisfactory. Remedial classes are conducted and 2 students have cleared their back log arrears through such remedial classes. Faculty with Ph.D is found to be low. Swayam/ NPTEL online courses



appearance by the faculty is missing. Innovations in T/L Process is made by way of using NPTEL and U-Tube videos. Course content beyond curriculum is delivered through guest lectures and seminars. Sponsored projects and consultancy work are not taken up by the faculty is found minimal. IPR related events and Industry-Institute interactions need to be improved. Department library need to be further enhanced.

Electrical and Electronics Engineering:

Adherence to Academic calendar is found satisfactory, but strict adherence need to be maintained. Course coverage is found to be at 100% level. Curriculum gap identified and actions planned to fill the gap. Quality of special courses are found satisfactory , and it is found filling the curriculum gap, but strict attendance and records need to be maintained. Elective courses selection is found satisfactory. Students final year project planning is good, but it has to be more Industry based. Events are found to integrate gender issues and ethical issues. Students admissions need to be concentrated more. Quality of mentoring is good and satisfactory. Remedial classes are effective and around 50% of the students attending the class are found to have cleared their back log arrears through such classes. Only few faculties are found to possess Ph.D degrees. Online courses are not taken up by the faculty members and consultancy works are just initiated. Faculty members enrolment to professional societies is found to be good. Industrial certification courses are initiated. Department library need to be digitalised.

Mechanical Engineering:

Few deviations in the conduct of events is found. Time table need to inculcate co-curricular and extra-curricular activities into it. Curriculum gap identification is done and extra topics beyond syllabus are taken in due course to fill the gap. Quality enhancement events need more attention and the number has to be increased. Final year students take up Industrial projects as their main projects. Student admission is found satisfactory. Positive feedback out of mentoring and 5 students have cleared backlog arrears through remedial class coaching. Number of faculty with Ph.D is found less. Good student retention as compared to base year. Course delivery through PPT is found less. Course beyond syllabus is found less. There is no consultancy work or sponsored project taken up by the



department members. Paper / Book Publication and Conference presentations are found to be too less. IPR workshops are least organised. MoUs are less. Faculty enrolment to professional societies is found to be less than satisfactory level.

Governance, Student Support and Infrastructure:

Academicians from IIT and Industrialist from MNCs may be invited for the Governing Body meetings. All committees meet once in a semester and their minutes are recorded. Budget are found to be well utilised. International Conference are not conducted. Two FDPs were conducted. Technical and admin staff training programs are conducted at a minimum level. ISO Certification received. Societal services through NSS are conducted, but need to be improved. Pragati Scholarship to Women students may be introduced. Placement percentage is found to be less. GATE & TANCET training are going on. 80% of the students have registered as Alumni. Sports and cultural events are conducted on a regular basis. Wi-fi & Internet availability need to be increased. 9 buses are currently available for transportation. Other amenities such as drinking water, safety and security are found satisfying.

NOTE:

- *As per suggestions made in previous audits, its highly satisfying to note that the college is signing MoUs with several Industrial Houses and institutes for Internship, Inplant training and Industrial Visits.*
- *It is also good to note that ICT enabled class rooms have increased over the years.*

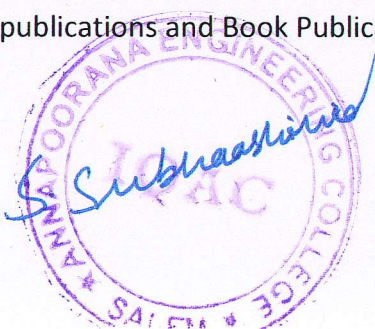



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RECOMMENDATIONS OF ACADEMIC AND ADMINISTRATIVE AUDIT (AAA)

- Non teaching staff may also be trained in using ICT facilities relevant to their work nature.
- Academic calendar need to inculcate placement training schedules also.
- More attention need to be given for student admissions.
- Number of FDPs, Conferences and IPR related events need to be organised in more numbers.
- Pragati Scholarship to Women students may be introduced. Placement percentage is found to be less and hence MOUs can be signed exclusive for placement training and support.
- Societal services through NSS need to be improved more.
- Wi-fi & Internet availability need to be increased.
- Content delivery through PPT and other online sources have increased.
- Additional busses can be procured to reach the students coming from remote villages.
- Academicians from IITs and Industrialists from MNCs may be invited for the Governing Body meetings.
- Faculty members should be motivated to take up Swayam / NPTEL online courses.
- Consultancy project should be done on a regular basis.
- Events need to be organised with sponsorship from Professional societies.
- Faculty enrolment in professional Societies must be encouraged with part payment by the management side.
- Faculty members should be motivated to register for Ph.D.
- More innovations in T/L Process need to be initiated.
- Curriculum gap identification and consecutive action taken along with proof need to be maintained in respective department.
- Remedial classes has to be more strictly monitored in order to make more students clear their back log arrears through such classes.
- Students final year projects should be Industry oriented.
- For student's internship, preference should be given for varying nature of companies. Conference publications by student and faculty members need to be insisted more.
- Paper publications and Book Publications has to be increased to a higher level.




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