INTERNAL QUALITY ASSURANCE CELL

ACADEMIC & ADMINISTRATIVE AUDIT
REPORT

Evaluation Sheet

Department Name   **: Computer Science and engineering.**

Programme Name   **: B. Tech**

Academic Year   **: 2019-20**

I. PSOs, POs and Curriculum

S.No	Parameter	Observations
1.	PSO's and POs attainment.	Calculations for Attainments are Completed. A file is maintained in the department.
2.	PAC/DAC meetings	DAC: 20/07/2019 PAC :17/08/2019 & 18/04/2019 Files are available in the department.
3.	Stakeholder's feedback and evidence related to curriculum design.	Feedbacks were collected and analysed. A file on stakeholder feedbacks is separately maintained.
4.	Percentage of lab component	Percentage of Lab Component Based on number of Subjects:53.57 Based on number of Credits:38.60 Based on number of Contact Hours:14.28

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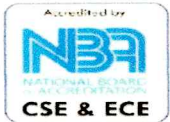Telangana State

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II. Faculty information and their contribution

S. No	Parameter	Observations
1.	Teacher- Student ratio	11.43
2.	Faculty Cadre Ratio	Professors : 2 Associate Professors: 4 Assistant Professors: 22
3.	Faculty Qualifications	Ph.D's:3 Pursuing Ph.D: NIL All the other faculty have M.Tech /M.E/
4.	Faculty contribution in writing:	1
5.	Awards/Rewards received:	NIL
6.	Faculty in professional organizations: And faculty contribution:	IETE: 1 ISTE: 1 IEI: 1 SDIWC: NIL IAENG: 1

7.	National level events organized
	  -Conferences:
	  -Workshops/ Seminars:
	  -FDPs:
	 International level events organized
	  -Conferences:
	  -Workshops/Seminars:
		EVENTS ORGANISED
		 FDP: 03
		 WORKSHOPS : 06
		 SEMINARS: 02

8.	List of Conferences/seminars/ workshops / FDP's/ any exclusive programs attended for enrichment of teaching - learning process	International Conferences: NIL National Conference: NIL Workshops: 21 FDP's: NIL STTP:NIL

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9.	Faculty interaction with outside world (BOS/NBA/Examiner for PhD evaluation / selection committee / Academic auditing /Chief guest /etc.)	NIL
10.	Faculty Load	Faculty load is distributed as per AICTE Norms. HOD: 10 HOURS/WEEK PROFESSOR: 8-12 HOURS/WEEK ASSOC.PROF: 12-16 HOURS/WEEK ASSISTANT PROF.: 16-20 HOURS/WEEK Details are made available in Work Load Particular file.

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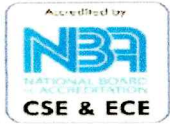Telangana State

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III. Teaching-Learning Process and Evaluation

S. No	Parameter	Observations
1.	Student performance indices Attendance ,Exams	Detained List: NIL Result Analysis : (PASS PERCENTAGE): II-I : 40.71 II-II :78.25 III-I: 65 III-II:66.67 IV-I: 56.07 IV-II : 87.62
2.	Mechanism and activities for slow learners for their improvement and outcomes	Remedial classeswere conducted for slow learners based upon their performance in Mid-I examination. Details are Available in Remedial file
3.	Student counseling/ mentoring mechanism	One faculty mentor attached to 20 students from II,III,IV - B. Tech to look after the career, academic and personal problems. Mentor book is maintained for every student.
4.	Tutorial classes	Tutorials are conducted as per curriculum and sheets are available in faculty course files and in a separate file. Tutorial Hours also specified in regular Time Table.
5.	Initiatives taken for innovative mini and major projects -Training for students & faculty	Guest lectures and Workshops were conducted on various technologies.
6.	Best student projects with awards.	2 best projects were selected. Details are maintained in Project file.

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7.	Monitoring of teaching--learning process -- Assessment of teaching process in Classrooms. -- Random verification of evaluated answer papers and question paper during the semester. -- Innovative teaching methods presented if any -- Verification of course files	1. Lesson Plans were verified by HOD. 2. Student Attendance registers were checked by HOD in regular intervals. 3. Department committee assesses whether faculty are following the bloom's taxonomy and pattern of question papers as per regulations. 4. PPT's and video.used by faculty are mentioned in course files. 5. Course files are verified by HOD and Department IQAC Co-ordinator before finalizing the calculation of CO and PO attainments in every semester. Maintained in separate files- containing Lesson plans, Student performace, Course Question banks specified with COs , course materials & final assessment of all the students.
8.	Training programs conducted for students Guest lecturers: Seminars/ workshops:	Training programs - 13 Workshops - 06 Seminars/ Guest lectures - 02
9.	Students feedback	Feedbacks were taken for all the subjects in both the semesters.
10.	Feedback follow-up action	Feedbacks were analyzed. No follow-up action was initiated as the feedback taken from students was satisfactory.

11.	Scope for Self-learning
	Certificate courses
	Online courses
		NPTEL
		  No.of faculty Certified : 10
		  No.of Students Certified : 203

12.	Placements (%): Industries / Organizations:	No. of Students:105 No. of Students Placed : 75
13.	Higher studies (%): Institutions:	Students Higher studies: 7

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IV. Research, Consultancy and Extension

Sl.No	Parameter	Observations
1.	Faculty publications in journals: Peer reviewed Journals:	International Journals : 5 National Journals : NIL Scopus Indexed : 4 OTHERS: 2 SCI Indexed : 0 Details are also Maintained in separate file- Publication File
2.	Publications in conferences: - National: - International:	National : 0 International : 1 Details are also Maintained in separate file- Publication File
3.	PhDs -Registered: Submitted: Awarded: PhDs guiding /guided:	PhDs -Registered : 02 Submitted : NIL Awarded : NIL PhDs guiding /guided: NIL
4.	Funded R&D projects and Consultancy work Applied: Ongoing: Completed:	Applied : 07 Ongoing : NIL Completed : 07
5.	Faculty intellectual property rights	IPR : 01 PATENT
6.	R&D grants & projects and their outcomes.	07
7.	MOU's with industries/ R&D/ Premier institutes	MOU's with Industries : 08 R&D : NIL Premier Institutes : NIL
8.	Research centers of excellence established: Outcome in research centers:	NIL
9.	Faculty involved in research and Consultancy.	Number of faculty involved in research and Consultancy :03

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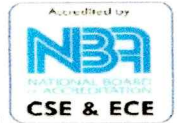Telangana State

V. Infrastructure and Learning Resources

Sl. No	Parameter	Observations
1.	Adequacy of infrastructural facilities to improve the teaching learning process Class rooms: Laboratories: ICT class rooms / e- Class Rooms: Seminar halls: Faculty rooms:	Class rooms : 06 Laboratories : 05 E-Class room : 03 Seminar halls : 01 Faculty Rooms : 01
2.	Internet facilities for faculty & Students:	1.Internet facility is provided throughout the campus for both Students and Staff. 2. All the computer labs are enabled with the internet facility.
3.	Technical manpower support	Programmer - 06 Hardware Mechanic - 01 Lab. Technician - 01 Office .Assistant - 01 Training Assistant - NIL Total manpower support - 09
4.	Modern / new equipment added in laboratories	NIL
5.	Details of computing facilities and Improvement.	All the Labs are equipped with adequate facilities as needed.
6.	Department level library resources with Details.	Text books : 174 Digital Library: Can access through LAN

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VI. Student information, Support and Progression

Sl. No	Parameter	Observations
1.	Add-on Courses	Add-on Courses: 05 Details on Add-on Courses are maintained in a file.
2.	Student prizes: Scholarships Dept. Student clubs:	1. Student Prizes – 16 2. Scholarship – 3 3. Department student clubs – 2
3.	Details of coaching provided for GATE/GRE/any other Competitive Exams.	Company Specific CRT Training is provided for student Placements.
4.	Internships	Internships - 23

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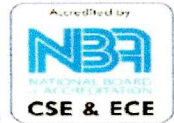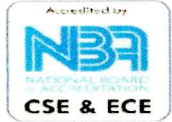
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VII. Governance, Leadership and Management

Sl. No	Parameter	Observations
1.	Teaching and Non-Teaching staff attended for skill development programs	Teaching staff: 29 Non-teaching staff: 09
2.	MoUs with premier Institutions for knowledge exchange	02
3.	Quality policy & Quality objectives Committees & duties: Cells & duties:	Quality policy and Quality Objectives were directed by IQAC of the institution. All the measures monitored by IQAC.
4.	Maintenance factor -physical observation -Biometric -Attendance monitoring system	1. Student's attendance is monitored daily and absentee's information is sent to their parents through SMS. Monthly attendance percentage sent to their parents through letters by post 2. Attendance register is maintained for faculty in the department. It is countersigned by Principal daily 3. Attendance registers of the students (physical) is maintained and countersigned by HOD regularly. 4. The Students having less than 75% attendance information is maintained and informed to the parents periodically.
5.	Financial support/leaves for qualification/skill up- gradation:	Incentives were given to faculty as per the institute policy.
6.	Risk evaluation/safety measures:	Safety Measures are followed in all the laboratories.

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1. Suggestions for improvement:

   1. Motivate faculty in applying for DST Projects.

   2. Encourage faculty to attend more FDP's and workshops.

   3. Publications should be improved.

Sign of Department Coordinator: _MeeeeRao_

(M Vishnu varadha)

Sign of Academic Auditors 1. _J. Sunilkumar_

2. (Santhosh kumar k)

3. (V. sudheer kumar)

Sign of HOD : _V. Indira_

**Head of the Department
Computer Science and Engineering**
Vignan's Institute of Management and Technology for Women
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Sign of IQAC Coordinator:

**Co-ordinator
Internal Quality Assurance Cell**
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IQAC

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ACADEMIC & ADMINISTRATIVE AUDIT
REPORT

Evaluation Sheet

Department Name   **: Electronics and Communication Engineering**

Programme Name   **: B. Tech**

Academic Year   **: 2019-20**

I. PSOs, POs and Curriculum

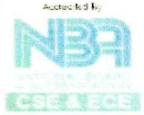| S.No	Parameter	Observations
1.	PSO's and POs attainment.	Calculations for Attainments are Completed. A file is maintained in the department.
2.	DAC meetings	PAC meeting was conducted on :06-07-2019 DAC meeting was conducted on:17/08/2019 DAC meeting was conducted on:05/12/2019 Files are available in the department.
3.	Stakeholder's feedback and evidence related to curriculum design.	Feedbacks were collected and analysed. A file on stakeholder feedbacks is separately maintained.
4.	Percentage of lab component	Percentage of Lab Component Based on number of Subjects:35.71 Based on number of Credits:18.69 Based on number of Contact Hours:40.00

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II. Faculty information and their contribution

S. No	Parameter	Observations
1.	Teacher- Student ratio	(298/21)=14.19
2.	Faculty Cadre Ratio	Professors : 3 Associate Professors: 4 Assistant Professors: 14
3.	Faculty Qualifications	Ph.D`s:3 Pursuing Ph.D:-4 All the other faculty have M.Tech /M.E/-18
4.	Faculty contribution in writing:	Books:NIL Book Chapters:NIL
5.	Awards/Rewards received:	NIL
6.	Faculty in professional organizations: And faculty contribution:	IETE : 1 ISTE:1

7.	National level events organized
	    -Conferences:
	    -Workshops/ Seminars:
	    -FDPs:
	International level events organized
	    -Conferences:
	    -Workshops/Seminars:
		EVENTS ORGANISED
		FDP: 1
		WORKSHOPS : NIL
		SEMINARS: 2

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8.	List of Conferences/seminars/ workshops / FDP's/ any exclusive programs attended for enrichment of teaching - learning process.	FDP:9 WORKSHOP : 4 CONFERENCES: NIL
9.	Faculty interaction with outside world (BOS/NBA/Examiner for PhD evaluation / selection committee / Academic auditing /Chief guest /etc.)	NIL
10.	Faculty Load	Faculty load is distributed as per AICTE Norms. HOD: 10 HOURS/WEEK PROFESSOR: 8-12 HOURS/WEEK ASSOC.PROF: 12-16 HOURS/WEEK ASSISTANT PROF.: 16-20 HOURS/WEEK Details are made available in Work Load Particular file.

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III. Teaching-Learning Process and Evaluation

S. No	Parameter	Observations
1.	Student performance indices Attendance ,Exams	Number of Students Detained II-II: 1 IV-II:1 Result Analysis : (PASS PERCENTAGE): II-I : 41.96 II-II :22.52 III-I: 65:00 III-II:26.73 IV-I: 59.04 IV-II:91.57
2.	Mechanism and activities for slow learners for their improvement and outcomes	Remedial classes were conducted for slow learners based upon their performance in Mid-I examination. Details are Available in Remedial file
3.	Student counseling/ mentoring mechanism	One faculty mentor attached to 20 students from II,III,IV - B. Tech to look after the career, academic and personal problems. Mentor book is maintained for every student.
4.	Tutorial classes	Tutorials are conducted as per curriculum and sheets are available in faculty course files and in a separate file. Tutorial Hours also specified in regular Time Table.
5.	Initiatives taken for innovative mini and major projects -Training for students & faculty	Guest lectures and Workshops were conducted on various technologies.
6.	Best student projects with awards.	2 best projects were selected. Details are maintained in Project file.

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7.	Monitoring of teaching--learning process -- Assessment of teaching process in Classrooms. -- Random verification of evaluated answer papers and question paper during the semester. -- Innovative teaching methods presented if any -- Verification of course files	1. Lesson Plans were verified by HOD. 2. Student Attendance registers were checked by HOD in regular intervals. 3. Department committee assesses whether faculty are following the bloom's taxonomy and pattern of question papers as per regulations. 4. PPT's and video,used by faculty are mentioned in course files. 5. Course files are verified by HOD and Department IQAC Co-ordinator before finalizing the calculation of CO and PO attainments in every semester. Maintained in separate files- containing Lesson plans, Student performace, Course Question banks specified with COs , course materials & final assessment of all the students.
8.	Training programs conducted for students Guest lecturers: Seminars/ workshops:	Training programs Workshops -5 Seminars/ Guest lectures -5
9.	Students feedback	Feedbacks were taken for all the subjects in both the semesters.
10.	Feedback follow-up action	Feedbacks were analyzed. No follow-up action was initiated as the feedback taken from students was satisfactory.
11.	Scope for Self-learning Certificate courses Online courses	58
12.	Placements (%): Industries / Organizations:	No. of Students:83 No. of Students Placed : 71
13.	Higher studies (%): Institutions:	Students Higher studies: 4 Total No. of Institutions :2

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IV. Research, Consultancy and Extension

Sl.No	Parameter	Observations
1.	Faculty publications in journals: Peer reviewed Journals:	International Journals : 7 National Journals : NIL Scopus Indexed : 5 SCI Indexed : 0 Details are also Maintained in separate file-Publication File
2.	Publications in conferences: - National: - International:	National : 0 International : 2 Details are also Maintained in separate file-Publication File
3.	PhDs -Registered: Submitted: Awarded: PhDs guiding /guided:	PhDs -Registered : 2 Submitted : 0 Awarded : 0 PhDs guiding /guided: NIL
4.	Funded R&D projects and Consultancy work Applied: Ongoing: Completed:	Applied : 1 Ongoing : NIL Completed : 1
5.	Faculty intellectual property rights	NIL
6.	MOU's with industries/ R&D/ Premier institutes	MOU's with Industries : 2 R&D : NIL Premier Institutes : NIL
7.	Research centers of excellence established: Outcome in research centers:	NIL
8.	Faculty involved in research and Consultancy.	Number of faculty involved in research and Consultancy :1

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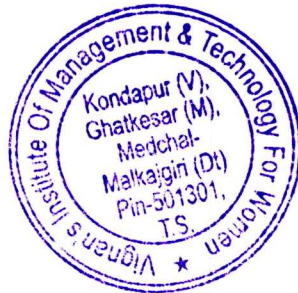Telangana State

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V. Infrastructure and Learning Resources

Sl. No	Parameter	Observations
1.	Adequacy of infrastructural facilities to improve the teaching learning process Class rooms: Laboratories: ICT class rooms / e- Class Rooms: Seminar halls: Faculty rooms:	Class rooms : 6 Laboratories : 10 E-Class room : 1 Seminar halls : 1 Faculty Rooms : 1
2.	Internet facilities for faculty & Students:	1.Internet facility is provided throughout the campus for both Students and Staff. 2. All the computer labs are enabled with the internet facility.
3.	Technical manpower support	Lab Assistant -7 Lab. Technician -1 Total manpower support - 8
4.	Modern / new equipment added in laboratories	4-Components are added in AC lab
5.	Details of computing facilities and Improvement.	All the Labs are equipped with adequate facilities as needed.
6.	Department level library resources with Details.	Text books -130 Digital Library: Can access through LAN

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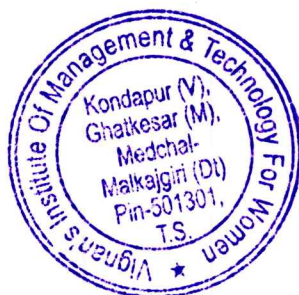Kondapur (V), Ghatkesar (M), Medchal-Malkajgiri (Dt)-501301
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VI. Student information, Support and Progression

Sl. No	Parameter	Observations
1.	Add-on Courses	Add-on Courses: 5 Details on Add-on Courses are maintained in a file.
2.	Student prizes: Scholarships Dept. Student clubs:	1. Student Prizes – 10 2. Scholarship – 0 3. Department student clubs – 3
3.	Details of coaching provided for GATE/GRE/any other Competitive Exams.	Company Specific CRT Training is provided for student Placements.
4.	Internships	Internships -38

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VII. Governance, Leadership and Management

Sl. No	Parameter	Observations
1.	Teaching and Non-Teaching staff attended for skill development programs	Teaching staff: 1 Non-teaching staff: 1 NPTEL online Certificate courses no of faulty certified: NIL
2.	MoUs with premier Institutions for knowledge exchange	1
3.	Quality policy & Quality objectives Committees & duties: Cells & duties:	Quality policy and Quality Objectives were directed by IQAC of the institution. All the measures monitored by IQAC.

4.	Maintenance factor
	   -physical observation
	   -Biometric
	   -Attendance monitoring system
		1. Student's attendance is monitored daily and absentee's information is sent to their parents through SMS. Monthly attendance percentage sent to their parents through letters by post
		2. Attendance register is maintained for faculty in the department. It is countersigned by Principal daily
		3. Attendance registers of the students (physical) is maintained and countersigned by HOD regularly.
		4. The Students having less than 75% attendance information is maintained and informed to the parents periodically.

5.	Financial support/leaves for qualification/skill up- gradation:	Incentives were given to faculty as per the institute policy.
6.	Risk evaluation/safety measures:	Safety Measures are followed in all the laboratories.

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1. Suggestions for improvement:

    1. Encourage faculty to attend more FDP's and workshops.

    2. Enhance modern teaching learning methods.

    3. Publications should be improved.

Sign of Department Coordinator: _____
(T.Pullaiah)

Sign of Academic Auditors 1. _____
(CV. Sudheerkumar)

2. _____
(Santhosh kumar K)

3. _____
J. Sunilkumar

Sign of HOD : _____

Sign of IQAC Coordinator:

Head of the Department
Electronics and Communication Engineering
Vignan's Institute of Management & Technology For Women
Kondapur (V), Ghatkesar (M), Medchal-Malkajgiri (Dt.)-501301

Co-ordinator
Internal Quality Assurance Cell
Vignan's Institute of Management & Technology For Women
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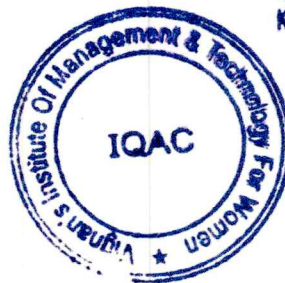
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INTERNAL QUALITY ASSURANCE CELL

ACADEMIC & ADMINISTRATIVE AUDIT
REPORT

Evaluation Sheet

Department Name   : **BSH**

Programme Name   : **B. Tech**

Academic Year   : **2019-20**

I. PSOs, POs and Curriculum

S.No	Parameter	Observations
1.	PSO's and POs attainment.	Calculations for Attainments are Completed. A file is maintained in the department.
2.	DAC meetings	DAC meetings were conducted on 02-08-2019 & 21-12-2019 Files are maintained in the department.
3.	Stakeholder's feedback and evidence related to curriculum design.	Feedbacks were collected and analysed. A file on stakeholder feedbacks is separately maintained.
4.	Percentage of lab component	Percentage of Lab Component : Based on number of Subjects: 40% Based on number of Credits:24.32% Based on number of Contact Hours :38.63%

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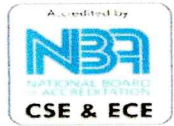Telangana State

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II. Faculty information and their contribution

S. No	Parameter	Observations
1.	Teacher- Student ratio	14.94
2.	Faculty Cadre Ratio	Professors : 1 Associate Professors: 4 Assistant Professors: 13
3.	Faculty Qualifications	Ph.D's: 1 Pursuing Ph.D: 02 All the faculty have M.Tech/M.E/M.Sc./MBA/M.A.: 17
4.	Faculty contribution in writing:	NIL
5.	Awards/Rewards received:	NIL
6.	Faculty in professional organizations: And faculty contribution:	NIL

7.	National level events organized
	    -Conferences:
	    -Workshops/ Seminars:
	    -FDPs:
	
	International level events organized
	    -Conferences:
	    -Workshops/Seminars:
		NIL

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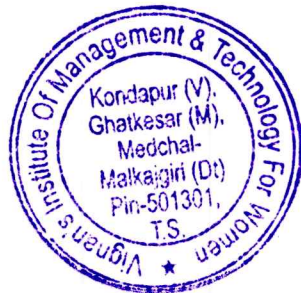| 8.	List of Conferences/seminars/ workshops / FDP's/ any exclusive programs attended for enrichment of teaching - learning process	International Conferences: National Conference: Nil Workshops: 10 FDP's: 16
9.	Faculty interaction with outside world (BOS/NBA/Examiner for PhD evaluation / selection committee / Academic auditing /Chief guest /etc.)	NIL
10.	Faculty Load	Faculty load is distributed as per AICTE Norms. HOD: 10 HOURS/WEEK PROFESSOR: 8-12 HOURS/WEEK ASSOC.PROF: 12-16 HOURS/WEEK ASSISTANT PROF.: 16-20 HOURS/WEEK Details are made available in Work Load Particular file.

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III. Teaching-Learning Process and Evaluation

S. No	Parameter	Observations
1.	Student performance indices Attendance ,Exams	Detained List: I-I : 06 I-II : 03 RESULT ANALYSIS: (PASS PERCENTAGE): I-I : 64.18% I-II : 44.19%
2.	Mechanism and activities for slow learners for their improvement and outcomes	Make up classes conducted for slow learners based upon their performance in Mid-I examination. (If the student get the <60% of marks in Mid Examination then we conducted Remedial classes.) **Details are Available in file**
3.	Student counseling/ mentoring mechanism	One faculty mentor attached to 20 students from I- B. Tech to look after the career, academic and personal problems. Mentor book is maintained for every student.
4.	Tutorial classes	Tutorials are conducted as per curriculum and sheets are available in **faculty course files and in a separate file.** **Tutorial Hours also specified in regular Time Table.**
5.	Initiatives taken for innovative mini and major projects -Training for students & faculty	NA
6.	Best student projects with awards.	NA

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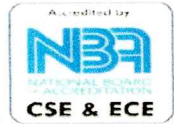Kondapur (V), Ghatkesar (M), Medchal-Malkajgiri (Dt)-501301
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7.	Monitoring of teaching--learning process -- Assessment of teaching process in Classrooms. -- Random verification of evaluated answer papers and question paper during the semester. -- Innovative teaching methods presented if any -- Verification of course files	1. Lesson Plans were verified by HOD. 2. Student Attendance registers were checked by HOD in regular intervals. 3. Department committee assesses whether faculty are following the bloom's taxonomy and pattern of question papers as per regulations. 4. PPT's and video,used by faculty are mentioned in course files. 5. Course files are verified by HOD and Department IQAC Co-ordinator before finalizing the calculation of CO and PO attainments in every semester. Maintained in separate files- containing Lesson plans, Student performace, Course Question banks specified with COs , course materials & final assessment of all the students.
8.	Training programs conducted for students Guest lecturers: Seminars/ workshops:	Training programs - Workshops - Nil Seminars - Nil Guest lectures - 05
9.	Students feedback	**Feedbacks were taken for all the subjects in both the semesters.**
10.	Feedback follow-up action	**Feedbacks were analyzed.** **No follow-up action was initiated as the feedback taken from students was satisfactory.**
11.	Scope for Self-learning Certificate courses Online courses	**NIL**
12.	Placements (%): Industries / Organizations:	NA
13.	Higher studies (%): Institutions:	NA

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IV. Research, Consultancy and Extension

Sl.No	Parameter	Observations
1.	Faculty publications in journals: Peer reviewed Journals:	International Journals : Nil National Journals : 2 Scopus Indexed : 2 SCI Indexed : Nil **Details are also Maintained in separate file-Publication File**
2.	Publications in conferences: - National: - International:	NIL
3.	PhDs -Registered: Submitted: Awarded: PhDs guiding /guided:	NIL
4.	Funded R&D projects and Consultancy work Applied: Ongoing: Completed:	NIL
5.	Faculty intellectual property rights	NIL
6.	R&D grants & projects and their outcomes.	NIL
7.	MOU's with industries/ R&D/ Premier institutes	NIL
8.	Research centers of excellence established: Outcome in research centers:	NIL
9.	Faculty involved in research and Consultancy.	Number of faculty involved in research and Consultancy :NIL

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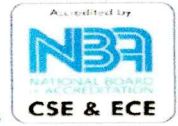Telangana State

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V. Infrastructure and Learning Resources

Sl. No	Parameter	Observations
1.	Adequacy of infrastructural facilities to improve the teaching learning process Class rooms: Laboratories: ICT class rooms / e- Class Rooms: Seminar halls: Faculty rooms:	Class rooms : 05 Laboratories : 05 E-Class room : 01 Seminar halls : 01 Faculty Rooms : 01
2.	Internet facilities for faculty & Students:	1.Internet facility is provided throughout the campus for both Students and Staff. 2. All the computer labs are enabled with the internet facility.
3.	Technical manpower support	Lab. Technician - 05 Office .Assistant - 01 **Total manpower support - 06**
4.	Modern / new equipment added in laboratories	**NIL**
5.	Details of computing facilities and Improvement.	All the Labs are equipped with adequate facilities as needed.
6.	Department level library resources with Details.	Text books --70

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VI. Student information, Support and Progression

Sl. No	Parameter	Observations
1.	Induction Programs	Orientation and Induction programs were organized for newly joined students.
2.	Student prizes: Scholarships Dept. Student clubs:	1. Student Prizes -13 2. Scholarship - 10 3. Student Clubs -NIL
3.	Details of coaching provided for GATE/GRE/any other Competitive Exams.	NIL
4.	Internships	NIL

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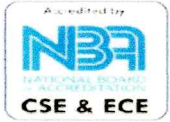Telangana State

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VII. Governance, Leadership and Management

Sl. No	Parameter	Observations
1.	Teaching and Non-Teaching staff attended for skill development programs	Teaching staff: Nil Non-teaching staff: 06 NPTEL online certificate courses Number of faculty Certified : Nil
2.	MoUs with premier Institutions for knowledge exchange	NIL
3.	Quality policy & Quality objectives Committees & duties: Cells & duties:	Quality policy and Quality Objectives were directed by IQAC of the institution. All the measures monitored by IQAC.
4.	Maintenance factor -physical observation -Biometric -Attendance monitoring system	1. Student's attendance is monitored daily and absentee's information is sent to their parents through SMS. Monthly attendance percentage sent to their parents through letters by post 2. Attendance register is maintained for faculty in the department. It is countersigned by Principal daily 3. Attendance registers of the students (physical) is maintained and countersigned by HOD regularly. 4. The Students having less than 75% attendance information is maintained and informed to the parents periodically.
5.	Financial support/leaves for qualification/skill up- gradation:	Incentives were given to faculty as per the institute policy.
6.	Risk evaluation/safety measures:	Safety Measures are followed in all the laboratories.

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1. Suggestions for improvement:

   1. Innovative Teaching Learning methods to be implemented.

   2. Motivate faculty to attend more FDP's

   3. Research Activities to be improved.

Sign of Department Coordinator:

(T. Dileep)

Sign of Academic Auditors 1.

(Santhosh kumar k)

2. J-Sunilkumar

3. (V. Sudheerkumar

Sign of HOD :

Head of the Department
Basic Sciences and Humanitie
Vignan's Institute of Management and Technology for Wome
Kondapur (V), Ghatkesar (M), R R. Dist-501 301

Sign of IQAC Coordinator:

Co-ordinator
Internal Quality Assurance Cell
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