



INTERNAL QUALITY ASSURANCE CELL
ACADEMIC & ADMINISTRATIVE AUDIT REPORT

Evaluation Sheet

Department Name : Computer Science and Engineering

Programme Name : B. Tech

Academic Year : 2020-21

I. PSOs, POs and Curriculum		
S.No	Parameter	Observations
1.	PSO's and POs attainment.	Attainments were calculated. File is maintained in the Department.
2.	PAC/DAC meetings	PAC: 26/09/2020 DAC: 19/08/2020 DAC: 20/08/2021
3.	Stakeholder's feedback and evidence related to curriculum design.	Feedbacks were Collected and a file is available in the Department.
4.	Percentage of lab component	Percentage of Lab Component: Based on number of Subjects:51.74 Based on number of Credits:47.3 Based on number of Contact Hours:22.58




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II. Faculty information and their contribution

S. No	Parameter	Observations
1.	Teacher- Student ratio	12.5
2.	Faculty Cadre	Professors : 5 Associate Professors: 5 Assistant Professors: 20
3.	Faculty Qualifications	Ph.D's:6 Pursuing Ph.D:- All the other faculty have M.Tech /M.E/-
4.	Faculty contribution in writing:	Books:2 Chapters:0
5.	Awards/Rewards received:	NIL
6.	Faculty in professional organizations: And faculty contribution:	IETE: 1 ISTE: NIL IEI: 1 SDIWC: NIL IAENG: 6
7.	National level events organized -Conferences: -Workshops/ Seminars: -FDPs: International level events organized -Conferences: -Workshops/Seminars:	EVENTS ORGANISED FDP: NIL WORKSHOPS : 05 SEMINARS: 04



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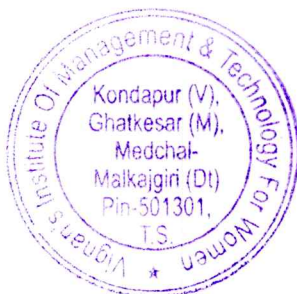
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8.	List of Conferences/seminars/workshops / FDP's/ any exclusive programs attended for enrichment of teaching - learning process	INTERNATINAL CONFERENCES:4 FDP:NIL WORKSHOP : 19 STTP:NIL
9.	Faculty interaction with outside world (BOS/NBA/Examiner for 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	Detained List: NIL Result Analysis : (PASS PERCENTAGE): II-I : 48.71 II-II :56.50 III-I:49.8 III-II:66.67 IV-I:56.07 IV-II-90.82
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 file
3.	Student counseling/ mentoring mechanism	One faculty is assigned to 20 students as a mentor. Mentor is responsible of taking care of academic and other issues related to the mentee Student. Mentor books are available with the mentors. Mentors file is made available in the department.
4.	Tutorial classes	Tutorial classes were conducted regularly. Schedule is Available for both the semesters. Tutorial classes file is maintained in the department separately.
5.	Initiatives taken for innovative mini and major projects -Training for students.	Workshops and guest lectures were organized on various technologies. File is available..
6.	Best student projects with awards.	2 Projects were identified. Details are available 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. HOD monitors the lesson plan for every 15 days through attendance register of the students for different subjects and also marks awarded in midterm examinations. 2. Department committee assesses whether faculty follows the bloom's taxonomy and pattern of question papers as per regulations. 3. ICT tools used by faculty are mentioned in course files. 4. Course files are verified by HOD and Department IQAC Co-ordinator before finalizing the calculation of CO and PO attainments in every semester. Files containing Lesson plans, Student performace, Course Question banks specified with COs , course materials & final assessment of all the students are available in the department.
8.	Training programs conducted for students Guest lecturers: Seminars/ workshops:	Training programs - 14 Workshops - 05 Seminars/Guest lecture - 02
9.	Students feedback	Feedback from students were collected and analyzed .
10.	Feedback follow-up action	As the feedbacks from students were satisfactory no follow-up actions are initiated. File Related to feedbacks is available in the Department.
11.	Scope for Self-learning Certificate courses Online courses	Online courses (NPTEL) The following faculty and Students are certified in various subjects through NPTEL No.of faculty Certified : 06 No.of Students Certified : NIL (Details are maintained in separate file-NPTEL)
12.	Placements (%): Industries / Organizations:	No. of Students:98 No. of Students Placed : 70
13.	Higher studies (%): Institutions:	Students Higher studies: 6 Total No. of Institutions :6 (Details are maintained in Higher Studies File)




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CSE & ECE

IV. Research, Consultancy and Extension

Sl.No	Parameter	Observations
1.	Faculty publications in journals: Peer reviewed Journals:	International Journals : 15 National Journals : NIL Scopus Indexed : 13 SCI Indexed : 0 Details are also Maintained in separate 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 : 03 Submitted : NIL Awarded : NIL PhDs guiding /guided: 02
4.	Funded R&D projects and Consultancy work Applied: Ongoing: Completed:	Applied : 05 Ongoing : NIL Completed : 05
5.	Faculty intellectual property rights	IPR : 14
6.	R&D grants & projects and their outcomes.	05
7.	MOU's with industries/ R&D/ Premier institutes	MOU's with Industries : 05 R&D : NIL Premier Institutes : NIL
8.	Research centers of excellence established:	NIL
9.	Faculty involved in research and Consultancy.	Number of faculty involved in research and Consultancy : 04



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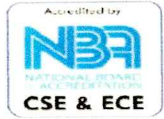


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V. Infrastructure and Learning Resources

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 : 06 Laboratories : 06 E-Class room : 03 Seminar halls : 01 Faculty Rooms : 01
2.	Internet facilities for faculty & Students:	1. Wi-Fi facility is provided to Staff and Students Laptops. 2. Internet facility provided to all computers in Laboratories. 3. All the faculty staff rooms are provided with both LAN and Wi-Fi internet facility.
3.	Technical manpower support	Programmer - 10 Hardware Mechanic - NIL Lab. Technician - 01 Office Assistant - NIL Training Assistant - NIL Total manpower support - 11
4.	Modern / new equipment added in laboratories	30 – i5, 10 th gen computers were added.
5.	Details of computing facilities and Improvement.	All the lab requirements are met.
6.	Department level library resources with Details.	Text books 184 - 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	1. Student Prizes - 2 2. Scholarship - 8 3. Department student clubs - 2
3.	Details of coaching provided for GATE/GRE/any other Competitive Exams.	CRT Programs are initiated. Company Specific training is given for placements.
4.	Internships	Internships - 25



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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: 33 Non-teaching staff: 11
2.	MoUs with premier Institutions for knowledge exchange	01
3.	Quality policy & Quality objectives Committees & duties: Cells & duties:	IQAC is taking care of Qualitative measures.
4.	Maintenance factor -physical observation -Biometric -Attendance monitoring system	1. Attendance register (physical) is maintained for faculty. It is countersigned by Principal daily. 2. Student's attendance is monitored daily and absentee's information is sent to their parents through SMS. 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. (Registers are maintained in Department office)
5.	Financial support/leaves for qualification/skill up- gradation:	Financial Incentives were given as per the Institute Policy . Details are made available in a Separate file.
6.	Risk evaluation/safety measures:	Safety measures are properly followed in all the labs.



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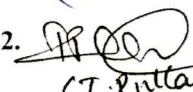
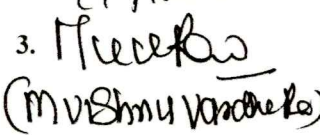
1. Suggestions for improvement:

1. No research projects.
2. Enhance modern Teaching Learning
3. Improve Publications
4. Books and conferences number to be improved.


Sign of Department Coordinator:


(R. Krishna Nayak)

Sign of Academic Auditors

1. 
(T. Dileep)
2. 
(T. Prathal)
3. 
(M. Shm. Vandeke)

Sign of HOD:


(Dr. J. Ranga Swamy)

Head of the Department
Computer Science and Engineering
Vignan's Institute of Management and Technology for Women
Kondapur (V), Ghatkesar (M), R.R. Dist-501 301.

Sign of IQAC Coordinator:


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

ACADEMIC & ADMINISTRATIVE AUDIT

REPORT

Evaluation Sheet

Department Name : **INFORMATION TECHNOLOGY**

Programme Name : **B. Tech**

Academic Year : **2020-21**

I. PSOs, POs and Curriculum

S.No	Parameter	Observations
1.	PSO's and POs attainment.	PO attainments were calculated upto 2 nd Year.
2.	DAC meetings	DAC meetings were conducted on 24/08/2020 and 22/3/2021. PAC meetings were conducted on 24/08/2020 and 28/3/2021. Files are maintained in the department.
3.	Stakeholder's feedback and evidence related to curriculum design.	Feedbacks were Collected and a file is available in the Department.
4.	Extent of its satisfaction with curriculum revision	Since the program started in 2019 . Alumni and employers feedback are not required..
5.	Percentage of lab component	Percentage of Lab Components Based on number of Subjects:37.50 Based on number of Credits:21.42 Based on number of Contact Hours :54.54



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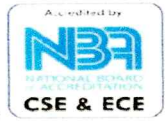


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II. Faculty information and their contribution

S. No	Parameter	Observations
1.	Teacher- Student ratio	(35/4) = 8.75
2.	Faculty Cadre	Professors :0 Associate Professors:2 Assistant Professors:2
3.	Faculty Qualifications	Ph.D's:0 Pursuing Ph.D:1 All the faculty have M.Tech/M.E/
4.	Faculty contribution in writing:	NIL
5.	Awards/Rewards received:	NIL
6.	Faculty in professional organizations: And faculty contribution:	IAENG : 3
7.	National level events organized -Conferences: -Workshops/ Seminars: -FDPs: International level events organized -Conferences: -Workshops/Seminars:	NIL
8.	List of Conferences/seminars/ workshops / FDP's/ any exclusive programs attended for enrichment of teaching - learning process	FDP:2 WORKSHOP :3 CONFERENCES:0



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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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III. Teaching-Learning Process and Evaluation

S. No	Parameter	Observations
1.	Student performance indices Attendance ,Exams	Detained Students: 2 EXAMS: (PAS PERCENTAGE): II-I : 80.00% II-II : 57.14
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 is assigned to 20 students as a mentor. Mentor is responsible of taking care of academic and other issues related to the mentee Student. Mentor books are available with the mentors. Mentors file is made available in the department.
4.	Tutorial classes	Tutorial classes were conducted regularly. Schedule is Available for both the semesters. Tutorial classes file is maintained in the department separately.
5.	Initiatives taken for innovative mini and major projects -Training for students.	CRT Program is initiated.
6.	Best student projects with awards.	NA




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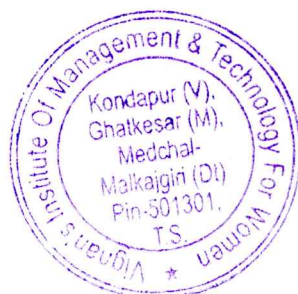
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7.	Monitoring of teaching--learning process -- Assessment of teaching process in Classrooms. -- Random verification of evaluated answer papers and question paper during the semester. -- Innovative teaching methods presented if any -- Verification of course files	1. HOD monitors the lesson plan for every 15 days through attendance register of the students for different subjects and also marks awarded in midterm examinations. 2. Department committee assesses whether faculty follows the bloom's taxonomy and pattern of question papers as per regulations. 3. ICT tools used by faculty are mentioned in course files. 4. Course files are verified by HOD and Department IQAC Co-ordinator before finalizing the calculation of CO and PO attainments in every semester. Files containing Lesson plans, Student performance, Course Question banks specified with COs , course materials & final assessment of all the students are available in the department.
8.	Training programs conducted for students Guest lecturers: Seminars/ workshops:	Training programs Workshops - 1 Seminars - 3
9.	Students feedback	Feedback from students were collected and analyzed .
10.	Feedback follow-up action	As the feedbacks from students were satisfactory no follow-up actions are initiated. File Related to feedbacks is available in the Department.
11.	Scope for Self-learning Certificate courses Online courses	Online courses (NPTEL) The following faculty and Students are certified in various subjects through NPTEL No.of faculty Certified : 1 No.of Students Certified : 0 (Details are maintained in separate file-NPTEL)
12.	Placements (%): Industries / Organizations:	NA



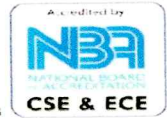

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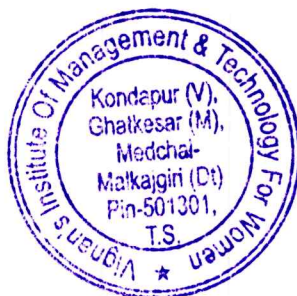
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13.	Higher studies (%): Institutions:	NA
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IV. Research, Consultancy and Extension

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




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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 : 1 Laboratories : 1 E-Class room : 1 Seminar halls : 1 Faculty Rooms : 1
2.	Internet facilities for faculty & Students:	1. Wi-Fi facility is provided to Staff and Students Laptops. 2. Internet facility provided to all computers in Laboratories. 3. All the faculty staff rooms are provided with both LAN and Wi-Fi internet facility.
3.	Technical manpower support	Programmer -3 Hardware Mechanic -1 Lab. Technician -1 Office .Assistant -1 Total manpower support - 6
4.	Modern / new equipment added in laboratories	NIL
5.	Details of computing facilities and Improvement.	All the lab requirements are met.
6.	Department level library resources with Details.	Text books -- 30 Digital Library: Can access in LAN



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VI. Student information, Support and Progression

Sl. No	Parameter	Observations
1.	Add-on courses:	Add-on Courses: 2 A Separate file is maintained on Add-on Courses.
2.	Student prizes: Scholarships	1. Student Prizes -0 2. Scholarship - 3
3.	Details of coaching provided for GATE/GRE/any other Competitive Exams.	CRT Programs are initiated.
4.	Internships	0




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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: 5 Non-teaching staff: 4 NPTEL online certificate courses: 1
2.	MoUs with premier Institutions for knowledge exchange	1
3.	Quality policy & Quality objectives Committees & duties: Cells & duties:	IQAC is taking care of Qualitative measures.
4.	Maintenance factor -physical observation -Biometric -Attendance monitoring system	1. Attendance register (physical) is maintained for faculty. It is countersigned by Principal daily. 2. Student's attendance is monitored daily and absentee's information is sent to their parents through SMS. 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. (Registers are maintained in Department office)
5.	Financial support/leaves for qualification/skill up- gradation:	Financial Incentives were given as per the Institute Policy . Details are made available in a Separate file.
6.	Risk evaluation/safety measures:	Safety measures are properly followed in all the labs.




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1. Suggestions for improvement:

1. Publications must be improved.
2. Motivation needed to improve funded projects.
3. Faculty to be encouraged to attend Professional development Programs regularly.

Sign of Department Coordinator: *Helini*
(K. Helini)

Sign of Academic Auditors

1. *[Signature]*
(T. Puttaiah)
2. *[Signature]*
(T. Dilip)
3. *[Signature]*
(D. Vishnu Varshra)

Sign of HOD : *[Signature]*
(B. PHILK)

[Signature]
Sign of IQAC Coordinator:

Head of the Department
Information Technology
Vignans Institute of Management & Technology For Women
Kondapur (V), Ghatkesar (M) Medchal-Malkajgiri (Dt.)-501301

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

**ACADEMIC & ADMINISTRATIVE AUDIT
REPORT
Evaluation Sheet**

Department Name : BSH
Programme Name : B. Tech
Academic Year : 2020-21

I. PSOs, POs and Curriculum		
S.No	Parameter	Observations
1.	PSO's and POs attainment.	Attainments are calculated and a file is maintained in the department.
2.	DAC meetings	DAC meetings were conducted on 23-11-2020 & 23-03-2021 Files are maintained in the department.
3.	Stakeholder's feedback and evidence related to curriculum design.	Feedbacks were Collected and a file is available in the Department.
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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II. Faculty information and their contribution

S. No	Parameter	Observations
1.	Teacher- Student ratio	14.75
2.	Faculty Cadre Ratio	Professors : 1 Associate Professors: 6 Assistant Professors: 13
3.	Faculty Qualifications	Ph.D's: 2 Pursuing Ph.D: 02 All the faculty have M.Tech/M.E/M.Sc/MBA/M.A.: 18
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
8.	List of Conferences/seminars/ workshops / FDP's/ any exclusive programs attended for enrichment of teaching - learning process	International Conferences: 3 National Conference: 3 Workshops: 19 FDP's: 15



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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.

III. Teaching-Learning Process and Evaluation

S. No	Parameter	Observations
1.	Student performance indices Attendance ,Exams	Detained List: I-I : 02 I-II : Nil EXAMS: (PASS PERCENTAGE): I-I : 33.90% I-II : 55.44%
2.	Mechanism and activities for slow learners for their improvement and outcomes	Remedial classes conducted for slow learners based upon their performance in Mid Examinations. Details are Available in file.
3.	Student counseling/ mentoring mechanism	One faculty is assigned to 20 students as a mentor. Mentor is responsible of taking care of academic and other issues related to the mentee Student. Mentor books are available with the mentors. Mentors file is made available in the department.
4.	Tutorial classes	Tutorial classes were conducted regularly. Schedule is Available for both the semesters. Tutorial classes file is maintained in the department separately.



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5.	Initiatives taken for innovative mini and major projects -Training for students.	NA
6.	Best student projects with awards.	NA
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. HOD monitors the lesson plan for every 15 days through attendance register of the students for different subjects and also marks awarded in midterm examinations. 2. Department committee assesses whether faculty are following the bloom's taxonomy and pattern of question papers as per regulations. 3. ICT tools used by faculty are mentioned in course files. 4. Course files are verified by HOD and Department IQAC Co-ordinator before finalizing the calculation of CO and PO attainments in every semester. Files containing Lesson plans, Student performance, Course Question banks specified with COs , course materials & final assessment of all the students are available in the department.
8.	Training programs conducted for students Guest lecturers: Seminars/ workshops:	Training programs - Workshops - Nil Seminars - Nil Guest lectures - 02
9.	Students feedback	Feedback from students were collected and analyzed .
10.	Feedback follow-up action	As the feedbacks from students were satisfactory no follow-up actions are initiated. File Related to feedbacks is available in the Department.



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11.	Scope for Self-learning Certificate courses Online courses	Online courses (NPTEL) The following faculty and Students are certified in various subjects through NPTEL No.of faculty Certified : 04 No.of Students Certified : Nil
12.	Placements (%): Industries / Organizations:	NA
13.	Higher studies (%): Institutions:	NA

IV. Research, Consultancy and Extension

Sl.No	Parameter	Observations
1.	Faculty publications in journals: Peer reviewed Journals:	International Journals : 01 National Journals : 01 Scopus Indexed : 01 SCI Indexed : Nil Details are also Maintained in separate file- Publication File
2.	Publications in conferences: - National: - International:	National : 0 International : 01 Scopus : 0 SCI : 0 Details are also Maintained in separate file- Publication File
3.	PhDs -Registered: Submitted: Awarded: PhDs guiding /guided:	PhDs -Registered : Nil Submitted : Nil Awarded : Nil PhDs guiding /guided: Nil



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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.	NIL



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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. Wi-Fi facility is provided to Staff and Students Laptops. 2. Internet facility provided to all computers in Laboratories. All the faculty staff rooms are provided with both LAN and Wi-Fi internet facility
3.	Technical manpower support	Hardware Mechanic - Nil 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 lab requirements are met.
6.	Department level library resources with Details.	Text books -- 90 Digital Library: Can access in LAN



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VI. Student information, Support and Progression

Sl. No	Parameter	Observations
1.	Induction Programs	Orientation program is conducted for first year students.
2.	Student prizes: Scholarships Dept. Student clubs:	1. Student publication – Nil 2. Student Prizes – Nil 3. Scholarship – 8
3.	Details of coaching provided for GATE/GRE/any other Competitive Exams.	NIL
4.	Internships	NIL



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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:	IQAC is taking care of Qualitative measures.
4.	Maintenance factor -physical observation -Biometric -Attendance monitoring system	1. Attendance register (physical) is maintained for faculty. It is countersigned by Principal daily. 2. Student's attendance is monitored daily and absentee's information is sent to their parents through SMS. 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. (Registers are maintained in Department office)
5.	Financial support/leaves for qualification/skill up- gradation:	Financial Incentives were given as per the Institute Policy . Details are made available in a Separate file.
6.	Risk evaluation/safety measures:	Safety measures are properly followed in all the labs.





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1. Suggestions for improvement:

1. No Research Projects are available.
2. Motivation required to faculty for quality publications.
3. Encourage faculty to attend more FDP's.

Sign of Department Coordinator: *V. Mohan Krishna*
(V. Mohan Krishna)

Sign of Academic Auditors

1. *M. Vishnu Varadharaj*
(M. Vishnu Varadharaj)
2. *T. Putalab*
(T. Putalab)
3. *T. Dileep*
(T. Dileep)

Sign of HOD: *Souf*
Head of the Department
Basic Sciences and Humanitic
Vignan's Institute of Management and Technology for Women
Kondapur (V), Ghatkesar (M), R.R. Dist-501 301.

[Signature]
Sign of IQAC Coordinator:
Co-ordinator
Internal Quality Assurance Cell
Vignan's Institute of Management & Technology For Women
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INTERNAL QUALITY ASSURANCE CELL

**ACADEMIC & ADMINISTRATIVE AUDIT
REPORT**

Evaluation Sheet

Department Name : **Electronics and Communication Engineering**
Programme Name : **B. Tech**
Academic Year : **2020-21**

I. PSOs, POs and Curriculum		
S.No	Parameter	Observations
1.	PSO's and POs attainment.	Attainments were calculated. File is maintained in the Department.
2.	PAC/DAC meetings	PAC meeting was conducted on : 22-08-2020 DAC meeting was conducted on:05/09/2020 DAC meeting was conducted on:20/03/2021 Files are available in the department.
3.	Stakeholder's feedback and evidence related to curriculum design.	Feedbacks were Collected and a file is available in the Department.
4.	Percentage of lab component	Percentage of Lab Component: Based on number of Subjects:50.00 Based on number of Credits:19.58 Based on number of Contact Hours:39.57




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II. Faculty information and their contribution

S. No	Parameter	Observations
1.	Teacher- Student ratio	(314/22)=14.27
2.	Faculty Cadre	Professors : 3 Associate Professors: 4 Assistant Professors: 15
3.	Faculty Qualifications	Ph.D's:3 Pursuing Ph.D:-4 All the other faculty have M.Tech /M.E/-19
4.	Faculty contribution in writing:	Books: 0 Chapters:4
5.	Awards/Rewards received:	NIL
6.	Faculty in professional organizations: And faculty contribution:	IETE : 1 ISTE:1 ORCID:2
7.	National level events organized -Conferences: -Workshops/ Seminars: -FDPs: International level events organized -Conferences: -Workshops/Seminars:	EVENTS ORGANISED FDP: 0 WORKSHOPS: 0 SEMINARS: 3
8.	List of Conferences/seminars/ workshops / FDP's/ any exclusive programs attended for enrichment of teaching - learning process	FDP:8 WORKSHOP : 5 CONFERENCES: 1



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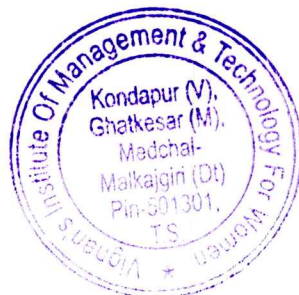


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9.	Faculty interaction with outside world (BOS/NBA/Examiner for PhD evaluation / selection committee / Academic auditing /Chief guest /etc.)	NIL
10.	Faculty Load	Faculty load is distributed as per AICTE Norms. HOD: 10 HOURS/WEEK PROFESSOR: 8-12 HOURS/WEEK 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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III. Teaching-Learning Process and Evaluation

S. No	Parameter	Observations
1.	Student performance indices Attendance .Exams	Detained List: II-I: 1 Result Analysis : (PASS PERCENTAGE): II-I : 19 II-II :33 III-I:59.82 III-II:42.86 IV-I:64.36 IV-II-94.06
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 file
3.	Student counseling/ mentoring mechanism	One faculty is assigned to 20 students as a mentor. Mentor is responsible of taking care of academic and other issues related to the mentee Student. Mentor books are available with the mentors. Mentors file is made available in the department.
4.	Tutorial classes	Tutorial classes were conducted regularly. Schedule is Available for both the semesters. Tutorial classes file is maintained in the department separately.
5.	Initiatives taken for innovative mini and major projects -Training for students.	Workshops and guest lectures were organized on various technologies. File is available.
6.	Best student projects with awards.	2 Projects were identified. Details are available 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	<ol style="list-style-type: none">1. HOD monitors the lesson plan for every 15 days through attendance register of the students for different subjects and also marks awarded in midterm examinations.2. Department committee assesses whether faculty follows the bloom's taxonomy and pattern of question papers as per regulations.3. ICT tools used by faculty are mentioned in course files.4. Course files are verified by HOD and Department IQAC Co-ordinator before finalizing the calculation of CO and PO attainments in every semester. Files containing Lesson plans, Student performance, Course Question banks specified with COs , course materials & final assessment of all the students are available in the department.
8.	Training programs conducted for students Guest lecturers: Seminars/ workshops:	Training programs Workshops -7 Seminars/Guest lecture -3
9.	Students feedback	Feedback from students were collected and analyzed.
10.	Feedback follow-up action	As the feedbacks from students were satisfactory no follow-up actions are initiated. File Related to feedbacks is available in the Department.
11.	Scope for Self-learning Certificate courses Online courses	Online courses The following faculty and Students are certified in various subjects through /NPTEL/Coursera No. of faculty Certified NPTEL : 1 No. of Students Certified : 20 (Details are maintained in separate file-NPTEL)
12.	Placements (%): Industries / Organizations:	No. of Students:101 No. of Students Placed : 83
13.	Higher studies (%): Institutions:	Students Higher studies: 3 Total No. of Institutions :3 (Details are maintained in Higher Studies File)



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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 : 2 SCI Indexed : 0 Details are also Maintained in separate file-Publication File
2.	Publications in conferences: - National: - International:	National : 0 International : 4 Details are also Maintained in separate file-Publication File
3.	PhDs -Registered: Submitted: Awarded: PhDs guiding /guided:	PhDs -Registered : 0 Submitted : 1 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	IPR : 3 PATENTS
6.	MOU's with industries/ R&D/ Premier institutes	MOU's with Industries : 1 R&D : 1 Premier Institutes : NIL
7.	Research centers of excellence established:	NIL
8.	Faculty involved in research and Consultancy.	Number of faculty involved in research and Consultancy : 1



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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 : 14 E-Class room : 1 Seminar halls : 1 Faculty Rooms : 1
2.	Internet facilities for faculty & Students:	1. Wi-Fi facility is provided to Staff and Students Laptops. 2. Internet facility provided to all computers in Laboratories. 3. All the faculty staff rooms are provided with both LAN and Wi-Fi internet facility.
3.	Technical manpower support	Lab. Assistant -7 Lab. Technician -1 Total manpower support - 8
4.	Modern / new equipment added in laboratories	30-Components are added in EDC lab
5.	Details of computing facilities and Improvement.	All the lab requirements are met.
6.	Department level library resources with Details.	Text books -152 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: 3 Details on Add-on Courses are maintained in a file
2.	Student prizes: Scholarships	1. Student Prizes - 3 2. Scholarship - 3 3. Department student clubs - 3
3.	Details of coaching provided for GATE/GRE/any other Competitive Exams.	CRT Programs are initiated. Company Specific training is given for placements.
4.	Internships	Internships -42




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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:1
2.	MoUs with premier Institutions for knowledge exchange	1
3.	Quality policy & Quality objectives Committees & duties: Cells & duties:	IQAC is taking care of Qualitative measures.
4.	Maintenance factor -physical observation -Biometric -Attendance monitoring system	1. Attendance register (physical) is maintained for faculty. It is countersigned by Principal daily. 2. Student's attendance is monitored daily and absentee's information is sent to their parents through SMS. 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. (Registers are maintained in Department office)
5.	Financial support/leaves for qualification/skill up- gradation:	Financial Incentives were given as per the Institute Policy . Details are made available in a Separate file.
6.	Risk evaluation/safety measures:	Safety measures are properly followed in all the labs.





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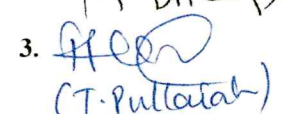
1. Suggestions for improvement:

1. Enhance modern Teaching Learning
2. Improve Publications
3. Motivation needed to faculty in attending FDP's.

Sign of Department Coordinator:


J. Smil Kumar

Sign of Academic Auditors

1. 
M. Vishwanath
2. 
T. Dilip
3. 
T. Pullatah

Sign of HOD :



Sign of IQAC Coordinator:



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

Co-ordinator
Internal Quality Assurance Cell
Vignans Institute of Management & Technology For Women
Kondapur (V), Ghatkesar (M), Medchal-Malkajgiri (Dt.)-501301
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