



# Anil Neerukonda Institute of Technology & Sciences (Autonomous)

(Affiliated to AU, Approved by AICTE & Accredited by NBA & NAAC with 'A' Grade)

Sangivalasa-531 162, Bheemunipatnam Mandal, Visakhapatnam District

Phone: 08933-225083/84/87

Fax: 226395

Website: [www.anits.edu.in](http://www.anits.edu.in)

email: [principal@anits.edu.in](mailto:principal@anits.edu.in)

No: ANITS/Gen-12/Circulars/2019-20

Date: 16-07-2019

## CIRCULAR

All the Heads of the Departments of Engineering stream are hereby informed to conduct Academic Audit by the External members for the academic year 2018-19 as per the attached format.

*T.V.H.*  
(Prof. T. V. Hanumantha Rao)

PRINCIPAL

To:

1. All HoDs
2. Exam Cell, Library, Physical Education
3. Master file

To  
IQAC Coordinators  
4/4/2020





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## Department of .....

### Format for Academic Audit (to be filled up by Academic Experts) Academic year 2018-19

#### 1. Name of the Auditor

Designation

Address

Contact no.

Email ID

#### 2. Name of the Auditor

Designation

Address

Contact no.

Email ID

#### 3. The days and dates of visit:



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### Features of Academic Audit Format

- Academic Audit Format is designed to incorporate the guidelines provided by National Knowledge Commission for various parameters.
- Academic Audit Format is designed to incorporate the most of the parameters related to various stake holders.
- Evaluation is based on nine different parameters indicating academic ambience at the campus at the campus.
- Proper weightage to each parameter as shown below.

S. No.	Parameters of Evaluation	Max Marks
1.	Curricula	120
2.	Academic Facilities	100
3.	Teaching Learning proves	130
4.	Evaluation System	140
5.	Result	100
6.	General Academic Activities	100
7.	Feedback and Corrective Action	100
8.	Faculty Performance / Upgradation	110
9.	Attainment of CO's and PO's of all courses	100
10.	Total	1000

- Evaluation is more objective rather than subjective.
- Evaluation provides the specific information about the shortcomings.
- Academic Audit Format includes evaluation of system, students and facility.
- Evaluation of faculty includes evaluation by students as well as higher officer.
- Evaluation of students includes internal continuous evaluation, end semester evaluation, curricular and co-curricular and evaluation and placement.
- Evaluation includes infrastructural and other facilities provided by the institute / department for overall development of students.
- Academic Audit Format manual is being prepared to facilitate the institute / department and the auditor to furnish the information and to evaluate respectively.

## Summary

### Grading System:

S. No.	Parameters of Evaluation	Max Marks
1.	Curricula	120
2.	Academic Facilities	100
3.	Teaching Learning proves	130
4.	Evaluation System	140
5.	Result	100
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10.	Total	1000

Grade	Details	Total Marks scored
A+	Excellent	800 and above
A	Good	700-799
B	Acceptable	600-699
C	Not-acceptable	Below 600

1. Strengths
2. Weaknesses
3. Suggestions based on information

Name and signature of Auditor

1.


  
(Dr. Challa Navabinslaw)

TABLE 1

Year	Value	Percentage
1950	100	100
1951	105	105
1952	110	110
1953	115	115
1954	120	120
1955	125	125
1956	130	130
1957	135	135
1958	140	140
1959	145	145
1960	150	150

Year	Value	Percentage
1950	100	100
1951	105	105
1952	110	110
1953	115	115
1954	120	120
1955	125	125
1956	130	130
1957	135	135
1958	140	140
1959	145	145
1960	150	150

TABLE 2



TABLE 3

### 1. Curricula

S. No.	Sub-Parameter	Marks Assigned	Marks scored
1.	<b>Curricula content to provide understanding concepts of (with sufficient practical exposure)</b>		
	Mathematics and basic sciences	5	5
	Basic Engineering subjects	5	5
	Management and Humanities	6	6
	Programme Core	30	30
	Elective Subjects	6	6
	Interdisciplinary elective subjects	4	2
	Open Elective/Emerging subjects in curricula	4	4
	NPTEL courses/MOOCs <i>(p. currim)</i>	4	4
	Communication and computer skills	5	5
	Proficiency in analysis, synthesis, modeling & simulation and problem-solving skills	5	5
	Innovative and creative abilities	5	2
	Human skills and relations, professional ethics, environment	4	4
	Entrepreneurial skills	4	—
	Hands on training and other industrial needs	4	2
	Self learning practices	4	2
2.	Do the curricula take care of slow and fast learners learning simultaneously ?	10	8
3.	Revision / Upgradation of the curriculum to incorporate appropriate new knowledge systems (based on no. of BoS/ APMC meeting)	15	15
Total		120	
<b>Additional Comments / feedback / observations/ advice which may or may not be based on above points:</b> <i>Entrepreneurial skill related activities/ Courses in the curriculum or may be an add-on course.</i>			

## 2. Academic Facilities

S. No.	Sub-Parameter	Marks Assigned	Marks scored
1.	No of class rooms with LCDs	5	2
2.	No of laboratories and display of Cos and POs	5	3
3.	No of tutorial rooms	5	1
4.	Faculty rooms / cabins	5	5
5.	Equipments available (curricula and cost wise)	5	5
6.	Computing facilities (including software)	10	10
7.	Research/Project laboratory	10	7
8.	Electric power available for 24 x 7 and power backups	5	5
9.	Audio visual facilities	5	2
10.	Class rooms furniture (quantity and quality)	5	3
11.	Laboratories furniture (quantity and quality)	10	5
12.	No of books e-library, online journals and printed journals related to programme in the central library	10	8
13.	Department library /life long learning resources	10	8
14.	Internet and Wi-Fi facility	5	5
15.	Improvement made in infrastructural facilities during last year	5	3
<b>Total</b>		<b>100</b>	
<b>Any additional comments / feedback / observations / advice which may or may not be based on above points:</b>  Classroom without screen to be provided as per AICTE norms.			



### 3. Teaching – Learning Process

Sr. No.	Sub-Parameter	Marks Assigned	Marks scored
1.	<b>Theory Courses</b>		
	<b>Course File (Syllabus sheet, Course material, content beyond syllabus, MID question papers, Answer sheets, Assignments, External QP, Quizes and Activites)</b>		
	% of subjects for which teaching plan (including books to be referred) is prepared and execution plan submitted at the end of semester (including quality of execution)	10	8
	Quality of teaching plan and notes prepared by faculty	10	8
	Quality of Assignments	10	8
	Case studies/ Mini Projects given as activity for core courses	10	7
	Novel techniques used for effective teaching learning process (including use of A/V aids, development of software/ teaching aids, use or available software, use of available learning resources etc. )	10	7
2.	<b>Practical</b>		
	Quality of experiments conducted (Do the experiments designed facilitate the students in generating creative thoughts ?)	10	8
	Availability of laboratory manual and its quality	10	8
	Maintenance of laboratory equipments and new addition	10	5
	New experiments designed by UG/PG Students (last)	10	8
3.	Corrective action taken by department against the students who are absent to the classes regularly	10	8
4.	Staff development programs for Faculty and / or supporting staff including FDP / STTP etc.	10	8
5.	Actions taken by department to improve performance of academically weaker students	10	8
6.	Efforts taken by department to improve overall performance of students including Workshop / Short term course/Hackathons/ Tech fest outside institute etc.	10	8
	<b>Total</b>	<b>130</b>	
Any additional comments / feedback / observations/ advice which may or may not be based on above points:			

#### 4. Examination and Evaluation System

Sr. No.	Sub-Parameter	Marks Assigned	Marks scored
1	<b>Examination Process</b>		
	Strict execution of academic calendar for all examinations	5	5
	Strict execution of academic calendar for declaration of result including revaluation, redressal etc.	5	4
	Transparency in the processes like internal assessment; scrutiny and declaration of result	5	4
	Appropriate weightage for <u>continuous evaluation</u> and end semester examination.	5	4
	Staff appointed for examination (invigilator, squad, office staff etc).	5	5
	Process of appointment of paper setters/ examiners / evaluators / moderators etc.	5	4
	Process of question paper printing and distribution (including quality and format of question paper)	5	5
2	<b>Quality of internal question papers</b>		
	Appropriate coverage of syllabus in class test and labelling of COs on the question paper	5	5
	Difficulty level of the question papers including numerical	5	3
	Innovation in question paper (Volume of repeated questions, correlation of question with competitive examinations)	5	2
3	<b>Quality of external question papers</b>		
	Coverage of all COs	5	3
	Difficulty level of the question papers (simple to pass and difficult to serve i.e. take care of average as well as sharp students)	5	-
	Do the questions, test and develop the problem –solving skills and students' proficiency in analysis and design ?	5	2
	Whether the marks assigned to the questions appropriate? Are the model answers submitted by paper setters to Examination Cell	5	3
	Language / Clarity / Variety etc in questions (Majority of the questions should not be just like write short note/ explain / discuss etc.	5	3
4	<b>Does the moderation of each question papers completed before paper printing ?</b>	5	5
6	<b>Assessment of Project work / Industrial training/ Internship term work</b>		1
	Continuous assessment of project works/seminars through rubrics	5	5
7	<b>Assessment Process of theory external papers</b>		
	Presence of Process for evaluating external papers	5	5
	Model answers and marking scheme	5	5
	Evaluation quality (% of students applying for <u>revaluation</u> and of change in mark cases)	5	3
	Average experience of evaluators	5	3
	Moderation process	5	4
	Revaluation and recounting of answer sheets within mentioned period	5	4

	Does the Complaint Redressal Committee exist to tackle the cases of lapses associated with examinations ?	5	3
	Whether the photocopy of the assessed paper is made available the students, if requested ? Its duration.	5	2
<b>8</b>	<b>Involvement of external faculty member in the examination work as</b>		
	Paper setter	5	
	Evaluator	5	
	Examiner for practical / oral examination	5	
	<b>Total</b>	<b>140</b>	
<b>Additional comments / feedback / observations/ advice which may or may not be based on above points:</b>			

### 5. Results

S. No.	Sub-Parameter	Marks Assigned	Marks scored
1	<b>Performance of students in examinations (Without backlogs)</b>	<b>60</b>	
	% of students passing IV year *0.15		
	% of students passing III year *0.15		
	% of students passing II year *0.15		
	% of students passing I year *0.15		
2	<b>Overall Performance of students (With backlogs)</b>	<b>40</b>	
	% of students passing IV year *0.1		
	% of students passing III year *0.1		
	% of students passing II year *0.1		
	% of students passing I year *0.1		
	<b>Total</b>	<b>100</b>	
<b>Additional comments / feedback/ observations / advice which may or may not be based on above points:</b>			

### 6. General Academic Activities

S. No.	Sub-Parameter	Marks Assigned	Marks scored
1.	Whether all activities performed as per academic calendar ?	10	8
2.	Whether academic processes are student development centric ?	10	6
3.	% of students actually enroll for co-curriculum activities in or out of the Institute >70% 10 marks 30% to 70% linearly distributed <30% 00 marks.	10	10
4.	Whether co-curriculum activities of institute /department are evenly disturbed throughout the year?	5	4
5.	Are emergency issues resolved by conducting Academic Council / Examination Committee meetings which are ratified in subsequent meetings ?	5	4
6.	How much is overall placement of students (in % based on eligible students) and annual pay package ?	10	4.32 (4.32) 8
7.	How is the performance of students in Extension of services through NSS / NCC /Unnath Bharath Abhiyan?	10	8 (NO NCC)
8.	Industrial visits organized by department	10	7
9.	Technical events organized by the department for faculty and students including STTP / Expert lectures / Model or project competition / GD/ etc.	10	8
10.	Entrepreneurship/ Techno idea activities contest in the department	10	8
11.	Performance in competitive examinations like <u>GATE</u> / <u>CAT</u> / <u>GRE</u> etc	10	4
<b>Total</b>		<b>100</b>	
<b>Additional comments / feedback/ observations / advice which may or may not be based on above points:</b> <p style="text-align: center;">GATE/CAT/GRE score students number shall increase. Industrial visits sufficient</p>			

### 7. Student's Feedback and Corrective Action

Sr. No.	Sub-Parameter	Marks Assigned	Marks scored
<b>1</b>	<b>Feed back during the semester</b>		
	Frequency of obtaining student's feedback (Meetings of CRCs etc)	20	10
	Corrective action taken at the departmental level	20	10
<b>2</b>	<b>Suggestion box</b>		
	Availability of suggestion box	5	5
	How frequently suggestion box is opened ?(Maximum marks for opening twice in a month )	5	5
	Corrective action taken for suggestions at the departmental level	10	5
<b>3</b>	<b>Exit feed back</b>		
	Attainment of POs for the academic year	10	5
	Corrective Action of attainment of POs	10	5
<b>4</b>	Survey on outcome of the course / individual class using web tools	20	10
	% of total courses for which survey is done * 20		
<b>Total</b>		<b>100</b>	
<b>Additional comments / feedback/ observations / advice which may or may not be based on above points:</b> <i>Specific web tools were not shared but maintain in the Moodle software</i>			

### 8. Faculty Performance

Sr. No.	Sub-Parameter	Marks Assigned	Marks scored
1	Feedback from students (Department index on 15 points)	20	15
2	Performance appraisal	20	15
3	% of faculty received "outstanding" remark *0.2		
	% of faculty received "Excellent" remark *0.15		
	% of faculty received "positively good" remark *0.1		
3	Qualification enhancement of faculty	5	45
4	Overall performance of department faculty members , based on research paper published in journals, conferences and seminar.	15	10
5	MODROB/ TAPEC/ RPS and other sponsored projects received by the department	5	-
6	Participation of faculty as resource person outside the Institution	10	4
7	Performance of faculty, based on books publication, patent filed and awards.	10	6
8	Performance of faculty, based on consultancy and internal revenue generation (IRG)	10	-
10	Innovative ideas implemented by the faculty for overall development of students both in co-curricular (quality circle, hobby club etc) and extra curricular	10	4
11	Whether guided PG/ Research scholars	5	3
<b>Total</b>		<b>110</b>	
<b>Additional comments / feedback/ observations / advice which may or may not be based on above points:</b> <i>Efforts to</i> Contingency / Revenue generation should be there among faculty... Research projects funding shall put up a forum.			

### 9. COs and POs of the Programme

Sr. No.	Sub-Parameter	Marks Assigned	Marks scored
1	Framing of COs to all the courses including theory, laboratory, project, Seminar, Industrial Training	15	12
2	Documentation of Justification table for CO-PO articulation table for all courses	15	12
3	Calculation of CO-PO attainment for all courses in the programme	20	14
4	Calculation of POs by indirect attainment ( with reasonable sample size)	20	15
5	Reasons for non-attainment of COs and POs if any	15	10
6	Corrective measures for non-attainment of COs and POs	15	12
<b>Total</b>		<b>100</b>	
<b>Additional comments / feedback/ observations / advice which may or may not be based on above points:</b> <div style="text-align: center; font-style: italic; font-size: 1.2em;">                     Corrective measures for non-attainment of COs/POs.                 </div>			





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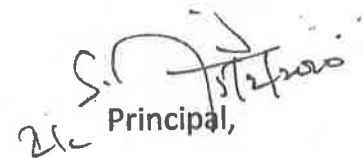
Date: 5.2.2020

This is to certify that Dr. NARASIMHAM CHALLA, Dean, IQAC, VIIT, Duvvada, has successfully completed the IQAC Audit in Computer Science and Engineering Department, ANITS, Sangivalasa, Visakhapatnam on 5.2.2020.

  
HoD-CSE 5/2/2020

ANITS, the Department of  
Computer Science & Engineering  
Anil Neerukonda Institute of  
Technology & Sciences  
Sangivalasa, Visakhapatnam Dist.



  
Principal,

ANITS.  
Principal  
Anil Neerukonda Institute of  
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---

## DEPARTMENT OF COMPUTER SCIENCE AND ENGINEERING

06/09/2018

### IQAC EXTERNAL ACADEMIC AUDIT

#### MEMBERS PRESENT:

1. Dr.Sivaranjani Reddi, HoD, Dept of CSE
2. Dr.M.Rama Krishna Murthy, Associate Professor, Dept of CSE
3. Mr.S.Ratan Kumar, Associate Professor, Dept of CSE
4. Dr.Hyma, Associate Professor, Dept of CSE
5. Dr.K.S.Deepthi, Associate Professor, Dept of CSE
6. Mr.G.Jagadish, Assistant Professor, Dept of CSE
7. Mrs.G.V.Gayathri, Assistant Professor, Dept of CSE
8. Mr.Ch.Seshadri Rao, Assistant Professor, Dept of CSE

#### Remarks given by External Audit Member:

##### 1. Course File / Content Vehicle

- The contents of the course file should be in line with the contents approved by APMC.
- New teaching learning methods like web based, smart teaching etc should be included.
- Teaching Learning Practise (TLP) should include participative learning, active learning, case study, project-based learning etc.

##### 2. Best Practices

- Include new teaching learning methodologies with the standard ones to improve the teaching process.
- Encourage students to do certification programs.
- Conduct more training programs on domain advanced topics.

##### 3. Quality Assurance

- Create awareness to students and faculty on Quality Assessment.
- Awareness programs for students and faculty mainly on CO's, PO's and PSO's.

##### 4. Research Paper / Publications:

- All faculty should have peer reviewed or UGC approved journal publications.
- At least 50% of faculty should get registered for PhD Program.

##### 5. Actions taken for PO attainment:

- If for any subject, any PO is not attained upto 3 (higher level) then state the actions taken for not attaining, so that these measures can be used for the current students for attaining the PO.



- BoS should include the following details
  - Transitory Regulations
  - Question paper setters - should be approved by BoS.

  
Dr. Narasimham Challa,  
Principal,  
VIIT Duvvada





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- At least 20% out of total classes should include advanced Teaching Learning Process (TLP) methodologies.
- For example, if a subject has 60 classes: 35 should be regular teaching, 20 classes for advanced TLP (20% of classes), 5 tutorial classes. Also include photos as proofs.

##### 2. Need Analysis

- Conduct at least one meeting for parents & alumni for taking feedback on the curriculum.
- The frequency of the meeting should be at least one per 6 months.
- Maintain the circular, resolutions and minutes of the meeting.

##### 3. Best Practices

- Conduct seminars/Workshops on gender equality, women empowerment.
- Suggested to get approval from National Skill Development Corporation (NSDC) for conducting training programs.
- Average pay package for should be aimed above 4 lakhs per annum and the corresponding action plan to attain has to be maintained.

##### 4. Quality Assurance

- To ensure the quality of the program, take the 10 points suggested by UGC and analyse the quality.





Students should be able to fit into the real world irrespective of their profession.

**5. Research Paper / Publications:**

- Ensure quality publications like SCOPUS, SCI, WoS, SPRINGER etc.
- All faculty should have at least SCOPUS/WoS Id number or Orcid number, so that it should be reflected in their respective resumes.
- For next time onwards links of their publications like google scholar should be stated in the resume.
- All faculty should get registered for PhD Program.

**6. Self-Study Report:**

- To ensure internal quality, at the department level Self-Study Report has to prepared and executed, and departmental activities should aim to reach the goals set in the SSR.

  
Dr. Narasimham Challa,  
Dean- IQAC,  
VIIT Duvvada





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- Average pay package for should be aimed above 4 lakhs per annum and the corresponding action plan to attain has to be maintained.

##### 4. Quality Assurance

- To ensure the quality of the program, take the 10 points suggested by UGC and analyse the quality.





- Students should be able to fit into the real world irrespective of their profession.

#### **5. Research Paper / Publications:**

- Ensure quality publications like SCOPUS, SCI, WoS, SPRINGER etc.
- All faculty should have at least SCOPUS/WoS Id number or Orcid number, so that it should be reflected in their respective resumes.
- For next time onwards links of their publications like google scholar should be stated in the resume.
- All faculty should get registered for PhD Program.

#### **6. Self-Study Report:**

- To ensure internal quality, at the department level Self-Study Report has to be prepared and executed, and departmental activities should aim to reach the goals set in the SSR.

  
Dr. Narasimham Challa,  
Dean- IQAC,  
VIIT Duvvada





# ANIL NEERUKONDA INSTITUTE OF TECHNOLOGY & SCIENCES

(UGC AUTONOMOUS)

(Affiliated to AU, Approved by AICTE & Accredited by NBA & NAAC with 'A' Grade)  
Sangivalasa 531 162, Bheemunipatnam Mandal, Visakhapatnam Dist

## DEPARTMENT OF COMPUTER SCIENCE & ENGINEERING

Date: 4.2.2020

To,  
Dr. NARASIMHAM CHALLA  
Dean , IQAC  
VIIT, Duvvada,  
Visakhapatnam- 530049


Sub: External IQAC audit request- reg

Respected Sir,

Heartiest greetings from the Dept. of CSE, ANITS(A), Visakhapatnam!!

Hope you are going through this email with a good health. ANITS department of computer science and engineering is inviting you to audit department IQAC files on 5.2.2020. We are quite hopeful that, you will spend your most valuable time to verify the documents and will contribute your most valued knowledge and expertise, which will help us to do the NBA filing under Tier-1.

We hereby request your kind presence on the mentioned date.

  
HOD-CSE  
Head of the Department of  
Computer Science & Engineering  
Dr. R. Sivaranjani  
ANITS  
Anil Neerukonda Institute of  
Technology & Sciences  
Sangivalasa, Visakhapatnam Dist.

