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 email: principal@anits.edu.in

Department of <u>Information Technology</u>

Format for Academic Audit
(to be filled up by Academic Experts)
Academic year 2021-22

1. Name of the Auditor Dr. Y. SRINIVAS
   Designation : Professor
   Address Dept of CSE, GITAM
   Contact no. 9848825176
   Email ID Sriteja-y@gmail.com

2. The days and dates of visit: One day - saturday - 10/12/2022

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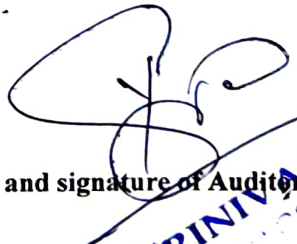| Grade	Details	Total Marks scored
A+	Excellent	800 and above
A	Good	700-799
B	Acceptable	600-699
C	Not-acceptable	Below 600

1. Strengths : Curriculam & Teachg - Leorig pmers.
2. Weaknesses : Faculty performence.
3. Suggestions based on information

(a) Quality papers need to be published
(b) Try for funded projects
(c) Involve in consultancy works.
(d) Improve results performence.

Name and signature of Auditor

1.

Dr. Y. SRINIVAS
Professor, D
GIT, GITAM(Dee

Overall Cease : 901.28 - Grade - A+

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1. Curricula

S. No.	Sub-Parameter	Marks Assigned	Marks scored
1.	**Curricula content to provide understanding concepts of (with sufficient practical exposure)**		
	Mathematics and basic sciences	5	5
	Basic Engineering subjects	5	5
	Management and Humanities	6	4
	Programme Core	30	30
	Elective Subjects	6	6
	Interdisciplinary elective subjects	4	3
	Open Elective/Emerging subjects in curricula	4	4
	NPTEL courses/MOOCs	4	3
	Communication and computer skills	5	5
	Proficiency in analysis, synthesis, modeling & simulation and problem-solving skills	5	5
	Innovative and creative abilities	5	4
	Human skills and relations, professional ethics, environment	4	3
	Entrepreneurial skills	4	3
	Hands on training and other industrial needs	4	4
	Self learning practices	4	4
2.	Do the curricula take care of slow and fast learners learning simultaneously ?	10	10
3.	Revision / Upgradation of the curriculum to incorporate appropriate new knowledge systems (based on no. of BoS/ APMC meeting)	15	15
	Total	120	113

Additional Comments / feedback / observations/ advice which may or may not be based on above points:

More focus may be given on Interdisciplinary elective subjects
Emphasize on innovative and creative abilities.

2. Academic Facilities

S. No.	Sub-Parameter	Marks Assigned	Marks scored
1.	No of class rooms with LCDs	5	5
2.	No of laboratories and display of Cos and POs	5	5
3.	No of tutorial rooms	5	3
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	9
8.	Electric power available for 24 x 7 and power backups	5	5
9.	Audio visual facilities	5	5
10.	Class rooms furniture (quantity and quality)	5	5
11.	Laboratories furniture (quantity and quality)	10	10
12.	No of books e-library, online journals and printed journals related to programme in the central library	10	10
13.	Department library /life long learning resources	10	10
14.	Internet and Wi-Fi facility	5	5
15.	Improvement made in infrastructural facilities during last year	5	5
	Total	**100**	97

Any additional comments / feedback / observations / advice which may or may not be based on above points:

Need to cater exclusive rooms to run tutorial sessions.

3. Teaching – Learning Process

Sr. No.	Sub-Parameter	Marks Assigned	Marks scored
1.	**Theory Courses**		
	Course File (Syllabus sheet, Course material, content betond syllabus, MID question papers, Answer sheets, Assignments, External QP, Quizes and Activites)		
	% 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	10
	Quality of teaching plan and notes prepared by faculty	10	9
	Quality of Assignments	10	8
	Case studies/ Mini Projects given as activity for core courses	10	9
	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	8
2.	**Practical**		
	Quality of experiments conducted (Do the experiments designed facilitate the students in generating creative thoughts ?)	10	10
	Availability of laboratory manual and its quality	10	10
	Maintenance of laboratory equipments and new addition	10	10
	New experiments designed by UG/PG Students	10	8
3.	Corrective action taken by department against the students who are absent to the classes regularly	10	9
4.	Staff development programs for Faculty and / or supporting staff including FDP / STTP etc.	10	10
5.	Actions taken by department to improve performance of academically weaker students	10	10
6.	Efforts taken by department to improve overall performance of students including Workshop / Short term course/Hackathons/ Tech fest outside institute etc.	10	9
	Total	**130**	**120**

Any additional comments / feedback / observations/ advice which may or may not be based on above points:

Quality of assignments need to be improved such that it covers higher order thinking skills (HOTS).

Motivate students to design new experiments

4. Examination and Evaluation System

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

	Does the Complaint Redressal Committee exist to tackle the cases of lapses associated with examinations ?		5	5
	Whether the photocopy of the assessed paper is made available the students, if requested ? Its duration.		5	5
8	**Involvement of external faculty member in the examination work as**			
	Paper setter		5	5
	Evaluator		5	5
	Examiner for practical / oral examination		5	5
	Total		140	136.

Additional comments / feedback / observations/ advice which may or may not be based on above points:

Question papers may include innovative questions.

5. Results

S. No.	Sub-Parameter	Marks Assigned	Marks scored
1	**Performance of students in examinations (Without backlogs)**	60	
	% of students passing IV year *0.15 117/165	15	10·64
	% of students passing III year *0.15 143/209	15	9·81
	% of students passing II year *0.15 151/209	15	10·84
	% of students passing I year *0.15 157/197	15	11·96
2	**Overall Performance of students (With backlogs)**	40	
	% of students passing IV year *0.1 154/165	15	9·33
	% of students passing III year *0.1 178/209	15	8·52
	% of students passing II year *0.1 165/209	15	7·8
	% of students passing I year *0.1 165/197	15	8·38
	Total	100	77·28·

Additional comments / feedback/ observations / advice which may or may not be based on above points:

Results are to be improved

6. General Academic Activities

S. No.	Sub-Parameter	Marks Assigned	Marks scored
1.	Whether all activities performed as per academic calendar ?	10	9
2.	Whether academic processes are student development centric ?	10	10
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	8
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	5
6.	How much is overall placement of students (in % based on eligible students) and annual pay package ?	10	10
7.	How is the performance of students in Extension of services through NSS / NCC /Unnath Bharath Abhiyan?	10	8
8.	Industrial visits organized by department	10	8
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	7
11.	Performance in competitive examinations like GATE/ CAT/GRE etc	10	7
	Total	**100**	**85**

Additional comments / feedback/ observations / advice which may or may not be based on above points:

Encourage students to participate in co-curricular activities.
Ensure that at least 80% of the students participate

7. Student's Feedback and Corrective Action

Sr. No.	Sub-Parameter	Marks Assigned	Marks scored
1	**Feed back during the semester**		
	Frequency of obtaining student's feedback (Meetings of CRCs etc)	20	20
	Corrective action taken at the departmental level	20	18
2	**Suggestion box**		
	Availability of suggestion box	5	5
	How frequently suggestion box is opened ?(Maximum marks for opening twice in a month)	5	4
	Corrective action taken for suggestions at the departmental level	10	9
3	**Exit feed back**		
	Attainment of POs for the academic year	10	10
	Corrective Action of attainment of POs	10	9
4	Survey on outcome of the course / individual class using web tools	20	18
	% of total courses for which survey is done * 20		
	Total	100	94
	Additional comments / feedback/ observations / advice which may or may not be based on above points: Proav being followed is good -		

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8. Faculty Performance

Sr. No.	Sub-Parameter	Marks Assigned	Marks scored
1	Feedback from students (Department index on 15 points)	20	20
2	Performance appraisal	20	20
3	% of faculty received "outstanding" remark *0.2	10	
	% of faculty received "Excellent" remark *0.15	08	
	% of faculty received " positively good" remark *0.1	02	
3	Qualification enhancement of faculty	5	4
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	7
7	Performance of faculty, based on books publication, patent filed and awards.	10	8
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	10
11	Whether guided PG/ Research scholars	5	5
	Total	**110**	**89**

Additional comments / feedback/ observations / advice which may or may not be based on above points:

Need to focus on faculty performance.

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	15
2	Documentation of Justification table for CO-PO articulation table for all courses	15	15
3	Calculation of CO-PO attainment for all courses in the programme	20	20
4	Calculation of POs by indirect attainment (with reasonable sample size)	20	20
5	Reasons for non-attainment of COs and POs if any	15	10
6	Corrective measures for non-attainment of COs and POs	15	10
	Total	**100**	**90**

Additional comments / feedback/ observations / advice which may or may not be based on above points:

Focus on reasons & corrective measure for non-attainment of COs & POs.

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Action Taken Report for Academic Year 2021-22

Metric No	Metric description	Remarks by IQAC Committee	ATR
1.1.3	Guidelines to identify weak and bright students; post identification actions taken; impact observed and recorded(2M)	Measures for improving weak students is good More initiatives are to be taken towards bright students	Guidelines for identifying bright students was drafted and necessary initiatives are made to encourage bright students
1.3.4	Quality of journal where the paper has been published /quality of competition in which award has been won for the projects (SCI/Scopus/UGC-3, other-1)	Necessary measures are to be taken to improve the quality of journals published	Advised faculty to ensure that student papers are published in Scopus/UGC
3.2.2	M.Phil / M.Tech./ (1M / candidate)	Necessary measures may be taken to introduce PG course	Represented the management regarding PG program in IT department
3.2.1	Major (More than 10 lakhs) 15M / project	At least one funding project should be there	Faculty are submitting the proposals for DST/SERB
3.2.2	Minor (5M/ project)	Measures to be taken for applying for minor projects	Discussed with the faculty to at least obtain seed projects
3.4	Revenue generated from consultancy: More than 2 Lakhs : 10 marks < 2 lakhs: 5 marks	Active consultancy works are not available	Faculty are advised to focus in this area
3.5.2	Publication in journals	More papers are expected in SCI/Scopus	Faculty are given instructions to publish papers in Scopus(unpaid) or SCI
3.6.1	Papers presented in conferences	Number of conference papers are limited – Increase the count	Faculty are given instructions to be part of conferences
3.10	Development activities (product development, instructional materials, working models, charts, monogram etc.)	Advise faculty to motivate students in developing working models	Faculty are advised to come out with working models
4.1	*Expert faculty / industrial heads visits*	Conduct more interactive programs by industry experts or eminent personalities	Initiatives are made to run more number of interactive programs
4.7	Number of extension and outreach Programs conducted in collaboration with industry, community and Non-Government Organizations through NSS/ NCC, etc	Outreach programs are very limited	Necessary initiatives are made to have more number of outreach and extension programs

4.9	*Adjunct faculty*	Focus in this area	Design thinking course was delivered by an Industry expert partially Planning to have at least one course to be delivered by adjunct faculty or industry experts
5.3.3	Number of students Appearing Vs qualifying in state/ national/ international level examinations	The count is very less	Orientation programs are being organized to motivate students towards higher studies
5.4.2	Entrepreneurship activities	Number of activities should go up	Advised the concerned coordinator to conduct more number of activities
5.4.3	Students benefitted	Students are to guided in this direction	Awareness programs are being planned to motivate students
5.4.4	Paper published	Paper publication is nil	Faculty are advised to work in this area also
5.4.5	Innovative projects	No innovative projects	Advised faculty to come up with innovative works

HEAD OF THE DEPARTMENT
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