PVP SIDDHARTHA INSTITTUE OF TECHNOLOGY
INTERNAL QUALITY ASSURANCE CELL

ACADEMIC AUDIT

<u>Evaluation Sheet</u>

Department Name   : _____

Programme Name   : _____

Academic Year   : _____

I. PEO's, PO's and Curriculum

S. No	Criteria	Observations
1.	PEO's and PO's attainment	
2.	Stakeholders feedback and evidence related to curriculum design	
3.	Extent of its satisfaction with curriculum revision	
4.	Percentage of lab component -No. of new experiments designed -Hardware / Software developed or Societal problems solved.	
5.	Evidence of academic flexibility (Credits / Transitory regulations / Core or institutional electives)	

II. Faculty information and their contribution

S. No	Criterion	Observations
1.	Teacher- student ratio	
2.	Faculty Cadre ratio	
3.	Faculty qualifications	
4.	Faculty experience & retention	
5.	Faculty contribution in writing: ……..books: ……..chapters:	
6.	Members in Editorial boards: Awards/Rewards received:	
7.	Faculty in professional organizations: And faculty contribution:	

8.	Industry collaborative projects	
9.	Faculty as resource persons in workshops / training activities	

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

11.	List of conferences/seminars/ workshops/ FDP's/ any exclusive programs attended for enrichment of teaching - learning process	
12.	Faculty interaction with outside world (BOS/NBA/Examiner for PhD evaluation / selection committee / Academic auditing /Chief guest /etc.)	

III. Teaching-Learning Process and Evaluation		
S. No	**Criterion**	**Observations**
1.	Student performance indices Attendance Exams	
2.	Mechanism and activities for slow learners for their improvement and outcomes	
3.	Student counseling /mentoring mechanism	
4.	Tutorial classes	
5.	Initiatives taken for innovative mini and major projects -Training for students & faculty	
6.	Best student projects with awards	

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
	    --Verification of the Answer Scripts
	    --Verification of the Lab manuals	

8.	Training programs conducted for students Guest lcturers:	

	Seminars/ workshops:	
9.	MoUs with Industries for internship	
10.	Students feedback	
11.	Feedback follow-up action	

S. No	Criterion	Observations

12.	Scope for Self-learning
	     Certificate courses
	     Online courses	

13.	The differential requirements of student population **Male : Female :** **Cut-off rank** OC: BC: SC: ST: PH: **Range of CGPA & % of students** 10 -8 CGPA: 7 CGPA: 6 CGPA: 5 CGPA: No. & % age of failures: Success rate as per NBA guidelines:	
14.	Placements (%): Industries / organizations:	
15.	Higher studies (%): Institutions:	
16.	Activities of students in professional bodies: Awards in co-curricular activities:	

IV. Research, Consultancy and Extension		
S. No	**Criterion**	**Observations**
1.	Faculty publications in journals: Peer reviewed Journals: Thomson Reuters Impact factor Journals: S-index: h-index:	

2.	Publications in conferences:
	   - National
	   - International	

3.	Percentage of faculty contributing in … ……..research publications: ……..books: ……..chapters:	

4.	PhDs -Registered:
	     Submitted: Awarded:
	     PhDs guiding /guided:	

5.	Funded R&D projects and consultancy work
	     Applied:
	     Ongoing:
	     Completed:	

6.	Faculty intellectual property rights	
7.	In-house R&D grants & projects and their outcomes	
8.	New research facilities/ laboratory facilities provided	

9.	MOU's with industries/ R&D/ Premier institutes	
10.	Research centers of excellence established: Outcome in research centers:	
11.	Skill development centers established: outcome:	
12.	Faculty involved in research and consultancy	

V. Infrastructure and Learning Resources

S. No	Criterion	Observations
1.	Adequacy of infrastructural facilities to improve the teaching learning process Class rooms: Laboratories: ICT class rooms / e- class rooms: Seminar halls: Syndicate rooms Faculty rooms:	
2.	Internet facilities for faculty & Students:	
3.	Technical manpower support	
4.	Modern / new equipment added in laboratories	
5.	Details of computing facilities and improvement	
6.	Dept News letter / magazine	
7.	Department level library resources with details	

VI. Student information, Support and Progression

S. No	Criterion	Observations
1.	Bridge courses: Add-on courses:	
2.	Student publications: Student prizes: Scholarships: Dept. student clubs:	
3.	Details of coaching provided for GATE/GRE/any other competitive exams	
4.	Industrial visits and internships	

VII. Governance, Leadership and Management

S. No	Criterion	Observations
1.	Teaching and non-teaching staff attended for skill development programs	
2.	MoUs with premier Institutions for knowledge exchange	

3.	Quality policy & Quality objectives Committees & duties: Cells & duties:	
4.	Maintenance factor -physical observation -Biometric -Attendance monitoring system	
5.	Financial support/leaves for qualification/skill up- gradation:	
6.	Risk evaluation/safety measures:	

Academic Audit Report

1. Name of Department:

2. No. of full time permanent faculty:

3. No. of part time Visiting/temporary contractual faculty:
4. No. of PG / UG courses:

5. Curriculum Revisions Info:

6. Research: Publications International Jr: National Jr: National Conferences: International Conference: Ph.D. Theses Submitted: Awarded: Number of Conferences/Lectures Organized: guiding / guided Ph.Ds:

7. Sponsored projects& amount: Applied.   Ongoing.   , and completed…

8. No. of Department Library Printed Books Added: Web-resources CDs added -- e-Books Added: -- Journals ---

9. No. of Faculty using ICT and PPTs:

10. New Equipment and Infrastructure added:

11.Student feedback on Curriculum: **Yes** or No

12.Strengths :

(1)

(2)

(3)

13.Weaknesses :

(1)

(2)

(3)

14.Suggestions for improvement:
(1)
(2)
(3)

Sig. of Departmental Coordinator   Sig. of Academic Auditor   1. (Internal)

                                                                          2. (Internal)

Sig. of HOD   Sig. of IQAC Coordinator