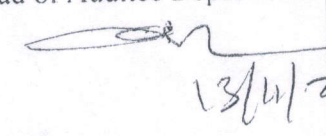


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CHAITANYA BHARATHI INSTITUTE OF TECHNOLOGY (A)
Audit Report: Academic and Administrative Audit for the Year 2023-24

Auditee Details (Department Name)	Audit Team Details
Electronics and Communication Engineering	1. Prof D Raman 2. Prof M Swamy Das
Date(s) of Audit	31-10-2023 and 01-11-2023

Item No	Audit Findings
Item 3	Respective documents not available
Item 4	Last five years data not shown
Item 5	No proofs for justification
Item 6	No proofs
Item 7	Documentary evidences not found.
Item 9	Data is not available in the prescribed format
Item 10	Nil
Item 11	Hard copies are missing
Item 12	Nomination/appointment letter not shown
Item 16	Research activities are not mapped to the objectives
Item 17	Details are to updated
Item 19	Nil
Item 22	Date and venue to be written in the last column. Remarks: Only one faculty no involved as external BOS member.
Item 24	Only 3 members out of 42.
Item 25	Very good number.
Item 26	Huge number of events and good number of participants.
Item 28	Result Analysis file pending.
Item 31	Requested to keep the data of students who were either not placed or pursuing higher studies. And also, requested the follow-up.
Item 33	10 Faculty awarded Ph.D during this period. It is a good number.
Item 36	Requested to write the need for the changes in curriculum and percentage of change.
Item 37.2	Replace 'lock-down' with 'Not Available'.
Item 37.6	Prepare a summary sheet showing the API Faculty wise. Find average, write the comments year wise in separate sheet.
Item 40	PAQIC meeting minutes for setting the PO Target values.
Item 44	Requested to quantify the students and faculty extension activities.
Item 46	Requested to include Time line for the future plan.

Signature of the Auditors	Signature of the Head of Auditee Department
1. Dr. Raman Dgyala 2. Dr. T Sridevi & Prof. M Swamy Das	 13/11/2023

CHAITANYA BHARATHI INSTITUTE OF TECHNOLOGY


Electronics and Communication Engineering Department.

Action plan for Academic and Administrative Audit Report of the Academic Year 2023-24

S.no	Item No	Description	Audit Findings	Action Plan
1	Item 3	Programs offered	Respective documents not available	Now data are made available.
2	Item 4	Courses introduced during last 5 years	Last five years data not shown	It is evidenced in the curricula, also which are available in the website. In addition to these comparative documents of all regulations is also presented
3	Item 5	Does the department have Academic flexibility	No proofs for justification	minutes of BoS and Academic Council meeting are kept available as supporting documents.
4	Item 6	Examination system	No proofs	As per the curriculum structure, examination being conducted by AEC
5	Item 7	Participation of faculty in curriculum development	Documentary evidences not found.	It is evidenced through BoS committee
6	Item 9	Faculty profile with name, qualification, designation, experience, nature of appointment (Regular/Adhoc)	Data is not available in the prescribed format	It is already evidence and now it is kept in the required format.
7	Item 10	Percentage of classes taken by visiting Faculty	Nil	No visiting faculty is available in our department.
8	Item 11	Program-wise SFR	Hard copies are missing	Hard copies are made available
9	Item 12	Number of academic support staff(technical) and administrative staff available	Nomination/appointment letter not shown	Appointment letters are made available

10	Item 16	Special research laboratories sponsored / created by industry or corporate bodies	Research activities are not mapped to the objectives	Will be mapped
11	Item 17	Publications	Details are to updated	Details are updated
12	Item 19		Nil	NA
13	Item 22	Participation of teacher in various academic activities as members of committees at University level, state level, national and International level	Date and venue to be written in the last column. Remarks: Only one faculty no. involved as external BOS member.	It is updated. Now Senior faculty encourage
14	Item 24	Awards / Prizes and recognitions received by teachers at college, University, state, national and international levels	Only 3 members out of 42.	It is updated and found more in number.
15	Item 25	Awards / Prizes and recognitions received by students at college, University, state, national and international levels	Very good number.	--
16	Item 26	Details of seminars/Conferences/Workshops organized at college, state, national and international level and source of funding with details	Huge number of events and good number of participants.	--
17	Item 28	Year-wise results of students at UG and PG	Result Analysis file pending.	File is updated
18	Item 31	Student progression / placement record	Requested to keep the data of students who were either not placed or pursuing higher studies. And also, requested the follow-up.	File is updated

19	Item 33	Details of faculty who were awarded Ph.D.	About 10 Faculty members awarded Ph.D during this period. It is a good number.	--
20	Item 36	Curricular aspects	Requested to write the need for the changes in curriculum and percentage of change.	As per stake holder feedback/inputs curriculum is developed.
21	Item 37.2	Teacher performance	Replace 'lock-down' with 'Not Available'.	Replaced.
22	Item 37.6	Department average API _____. How many teachers have API greater than Average API	Prepare a summary sheet showing the API Faculty wise. Find average, write the comments year wise in separate sheet.	It is updated as per format.
23	Item 40	How does the department ensure that programme objectives are constantly met and learning outcomes are monitored?	PAQIC meeting minutes for setting the PO Target values.	Target values are set based on previous attainments, and same is presented in PAQIC meeting.
24	Item 44	Highlight the participation of students and faculty in extension activities	Requested to quantify the students and faculty extension activities.	It is quantified.
25	Item 46	Future plans of the department	Requested to include Time line for the future plan.	Time line has been included


 Head ECE Dept. 18/12/2023