

Civil Engg Dept.

Prof R. Srinivasa Kumar

GEETHANJALI COLLEGE OF ENGINEERING AND TECHNOLOGY

Cheeryal(V), Keesara (M), Medchal (D), Telangana state - 501 301

OUCE

CRD

A - 91-100

B - 75-90

C - 60-74

D - <60

ACADEMIC AND ADMINISTRATIVE AUDIT REPORT

AY
2021-22

* Grade: A: Very Good, B: Good, C: Adequate, D: deficient

S. No	Criterion	Status		Grade	Exhibits observed	Remarks of Audit Team
		As assessed by department/institution	As observed by Audit Team			
I.	Vision, Mission and PEOs,					
A	1. Are vision and mission statements of the department available?	yes	yes	A	shown	
	2. Are department vision and mission statements consistent with institute statements?	yes	yes	A	shown	
	3. Are the PEOs available?	yes	yes	A	shown	
	4. Does the department follow a defined process for defining vision, mission and PEOs with the participation of all stakeholders-internal and external stake holders?	yes	yes	B	shown partially	Feedback from stakeholders Need more proof. As 3rd & 4th year related academic activities.

	5. Are the vision, mission and PEOs made available on college website, department notice boards, HoD's chamber, laboratories, lab manuals, course files, and curriculum books etc?	Yes	yes	A	Shown curricula files	
	6. Are the PEOs consistent with the mission of the department indicated in matrix form with proper justification of correlation parameters?	Yes	Need feedback Summary			2017-2020 need report
Program curriculum and Teaching-Learning (T and L) Process						
Program Curriculum						
	1. Does a <u>defined</u> process exist for design of program curriculum?	Yes	yes	A	Shown BOS mem.	
II.	2. Are the structure and components of curriculum well balanced and appropriate (as per AICTE Guidelines)?	Yes	yes	A	Shown AE-18 2020	need pickhats
	3. Is a valid process followed for mapping of curriculum with PEOs and PSOs?	Yes	yes	A	Shown Need flow chart	Shown upto 2016-2017 Need 2017 onwards. (PEO)
	4. Is Employability a major consideration in the overall development of the curriculum	Yes	yes	A ✓ 92	Shown c- lab & webj in AE-20 * Cantileva Transparen Ravit ✓	
B. Teaching – Learning Process						
	1. Is an Academic Calendar prepared and adhered to?	Yes	yes	A	Shown scheduled Tests T.T. Almanac	
	2. Is evidence of pedagogical initiatives taken, such as collaborative learning, ICT supported teaching etc available?	Yes	yes	A		1. Rovit 2. Reliable env

acted upon?					
8. Do the experiments in laboratory support higher level of Bloom's Taxonomy?	yes	yes	A		Root Tree exp. that's Tank exp.
9. Is continuous assessment in the laboratory done systematically?	yes	yes	A+		day to day evaluation sheet
10. Is a well-defined process followed in the design and validation of question papers as well as for scheme of evaluation of mid-term and semester end examinations?	yes	yes			question paper will correct
11. Are questions mapped with course outcomes, and Blooms Taxonomy levels?	yes	yes			B.F.
12. Do the assignments given to students facilitate attainment of COs as well as higher levels of Bloom's Taxonomy?	yes	yes		shown	
13. Is a well-defined process followed for identification of student projects and allocation of guide(s)?	yes	yes	A+	shown	
14. Are the projects relevant to the POs and PSOs and do they contribute to their attainments?	yes	yes	✓	✓	Part delimit
15. Is a well-defined process followed for monitoring and evaluation of the projects and for assessing individual and team performance?	yes	yes			Reviews Report
16. Are efforts made to encourage students to develop working prototypes based on projects and/or to	yes	yes			Kolla Campus (T.E.)

* Need more
4

3. Does a process exist to identify bright and weak students?	-	yes	A	Shown	
4. Does the department have measures to encourage bright students with more complex tasks and motivate weak students to perform better?		yes	A		1. BSE cheques books given 2. remedial class 3. P.BL
5. Does a process exist to allocate teaching load to faculty in the department?	yes	yes	A+		work load allotment
6. Do faculty in the department practice innovative TL practices such as <ul style="list-style-type: none"> • Collaborative Learning Yes/No • Interaction with student in and outside of class obtaining Feedback Yes/No • Group Learning, Developing Professional Competences. Yes/No • Teaching through value added courses Yes/No • Experiential Learning that facilitates development of Problem-Solving Skills in the students through project based learning Yes/No • Facilitating interaction with various experts in the field through Guest Lectures, Industrial Visits, Field trips thereby making them familiar with occupational awareness. Yes/No 		yes yes yes yes			Revit Feedback PBL Timetable only 2 lecturers 1 FDP
7. Is student feedback on T and L process collected and	yes	yes	A		Conciling given to faculty

20-23
3

	publish papers?					1 page shown
	17. Particulars of industry supported laboratories established, if any. Is impact analysis of industry interaction made and if so, is action taken based on the results of the analysis?	+ Yes	NO.			No specific lab established.
	18. Are students encouraged to undergo internships or summer training? If so, what is the minimum duration of internship?	Yes	yes	A		10 days 1 month (Summer session)
	19. Is student feedback taken on the internship experience?	Yes	yes	A		shown
	20. Is Impact analysis of internship made and action taken on the basis of the results of the analysis?	Yes	yes	A		Some candidates are failed if absent *
	21. Average number of days from the date of last semester-end examination till the declaration of results	1 month	yes	A		1 month
	22. Average <u>percentage of student complaints / grievances about evaluation against total number of students appeared in the examination during last academic year</u>	Nil	.			* Revision = ? No go Re counting = ?
III.	Course Outcomes and Program Outcomes					
A	1. Are COs defined for every course?	Yes	yes.			
	2. Are COs embedded in syllabus?	Yes	yes.			
	3. Are course articulation matrix, program articulation	Yes				

	matrix tables prepared?		yes	A		given course f lg
	4. Is appropriate assessment process for <u>attainment</u> of course outcomes followed including data collection, verification, analysis and decision making?	yes	yes	A		Excell lg
	5. Is a well-defined process followed for determining attainment of POs and PSOs?	yes	yes	A		Excell
	6. Are the records of computation of attainment of POs and PSOs maintained?	yes	yes	A		Show
	Students' Performance					
	1. Enrollment ratio (2021-22)	$36.66\% (2760 \times 100)$	36.66	.		$\frac{224}{111} \times 100$
* IV	2. Percentage of students who graduate the program in four years, without repeat of any course? (2018) = 111	33.33%	33.33	.		$\frac{372}{111} \times 100 = 33.55\%$
C	3. Percentage of students graduating the program with backlogs within 4 years?	45.94%	45.94			$\frac{51}{111} \times 1000$ Need input
	4. Mean CGPA of students (who were promoted to 3 rd year) at the end of 2 nd year	4.79	4.79			* Need input
	5. Percentage of students placed in companies through on and off-campus recruitment.	41.4	41.4%		Show	$\frac{46}{111} \times 100 = 41.44\%$
	6. Percentage of final year students admitted to higher studies	2.702	2.7%		Show	$\frac{3}{111} \times 100 = 2.7$
	7. Number of students turned entrepreneurs in Engineering and Technology	1	0.9%		Show	$\frac{1}{111} = 0.9$
	8. Number of Professional societies/chapters in the	Nil	Nil			at present

	7. Number of faculty who participated in FDPs, and duration of the programs.	17	15			>5 days
B. Research and Development						
	1. Number of quality research publications in refereed/Scopus indexed journals.	01	01			Scopus
	2. Number of faculty awarded PhD during the current academic year	0	0			
	3. Sponsored research (funded) undertaken and its value in Lakhs of Rupees.	0	0			
	4. Number of development activities undertaken by faculty: • Product development • Working models	0	0			
	5. Consultancy services offered and their value in Lakhs of Rupees.	0	0			
	6. Does a well-defined faculty performance appraisal and development system exists and implemented?	Yes	yes	A		exists.
VI	Facilities & Technical Support					
*	1. Are well-equipped labs and technical supporting staff available?	Yes	yes	A.		
	2. Are labs well maintained?	Yes	yes	A		
	3. Are safety measures followed in the lab?	Yes	yes	A		
	4. Is a project laboratory together with necessary	No	NIL			

	department				
	9. Number of Engineering events organized at institute at:				
	a. Institute Level	2 EL	2 EL	B	S Brochure shown shown.
	b. State Level	1 FDP	1 FDP	A	
	c. National Level	+			
	d. International Level	1 Bhaswara	collegiate	A	
	10. Does the department publish technical magazines and Newsletters?	Yes	Yes	A	shown
	11. Are students associated in the above publications?	Yes	Yes	A	Need inform (03 papers)
	12. Number of students who participated in inter-institute events				
	• Within state	5	5	B.	Five student only participant * Need Inform.
	• Outside state	Nil	NIL		
	• Number of prizes/ awards received in the events.	3	3		
V	A. Faculty Information and Contribution				
* B	1. Student faculty ratio	15:1	16.63	A	(65+63+65+63+60) = 316
	2. Faculty cadre proportion	R: A: M: Asst 2:3:18	0:1:18		$\frac{316}{19} = 16.63$ /24
	3. Number of Faculty with PhD qualification	04	1+1+1+1		
	4. Number of Faculty with PG Degree qualification	19	19	A	
	5. Faculty retention (%) in the Current Academic Year?	84.21	84.21	B	$\frac{2024-19}{2022-16} = \frac{16}{19} \times 100$
	6. Number of research publications of faculty in the year	01	01	D	*

(scopus)

	facilities available in the department?	NIL	NIL		
VII	Continuous Improvement				
	1. Are short falls and weaknesses in the program identified from the analysis of POs and PSOs attainment?	yes -	yes	A	Summary report of subject attainment
	2. Are action plans to <u>bridge</u> the shortfalls prepared and implemented? If so, what is the impact of the said implementation with respect to previous academic year?	yes	yes	B	1. Guest Lecture 2. Tutorial classes 3. * Need more
	3. Does a criterion exist for conducting academic and administrative audit?	yes	yes	A	shown
	4. Frequency of audit	1 year	yes	B	* 2 times is good
	5. Are actions taken based on audit report?	yes	yes*	B+	* need models. * 23 D
	6.				
	a. Percentage of placements in current Academic Year	→ Yes 20%	→ $\frac{45}{123} = 36\%$		Need Improvement
	b. Percentage of placements in the previous Academic Year	→	→ $\frac{32}{144} = 22\%$	B	
	c. Is there any improvement?	→	yes = 14%		
7.					
a. Median salary offered to students in the <u>current</u> academic year	3 lacs	3 lacs		Need Input not done	
b. Median salary offered to students in the <u>previous</u> academic year	→	→ 2 lacs	B		

c. Is there any improvement?		yes	1 step in average		
8.					
a. Best rank of the students admitted in the current academic year		→			
b. Best rank of the students admitted in the previous academic year		→			
c. Is there any improvement?					

9.					
a. Highest rank (in the qualifying examination) of student admitted in the current Academic Year		→			
b. Highest rank (in the qualifying examination) of student admitted in the previous Academic year?		→			
c. Is there any improvement?					
VIII	First Year Academics				
1. First year student faculty ratio					
2. Number of faculty teaching first year, with PhD qualification					
3. Number of faculty teaching first year with PG qualification					
4. Percentage of students who qualified for promotion to 2 nd year from end examinations of first year					
5. Mean CGPA/percentage of students (who were					

	promoted to Second year) at the end of First year.					
	6. Is a proper assessment process used for determining the attainment of course outcomes?					
	7. Is a proper assessment process used for determining the attainment of relevant POs and PSOs					
	8. Are records of computation of attainment of COs of all first-year courses available?					
	9. Are records of computation of attainment of relevant POs & PSOs of all first-year courses available?					
	10. Are actions taken based on the results of evaluation of POs and PSOs?					
IX	Student Support Systems					
	A. Mentoring System					
	1. Is a comprehensive mentoring system at individual level in place for professional guidance, career advancement and all-round development?		Mentors yes		Shown	1. 1mentor/20stud. 2. 1 class in charge.
	2. Is the mentoring system implemented? If yes, Number of students per mentor		yes 20/m.			1hr/mentoring hr. weekly.
	3. Is the mentoring system effective?		A++			M. diary/candidate.
	B. Student feedback on faculty and facilities.					
	1. Does a student feedback system exist?		yes			2 times/semester
	2. Are the records of action taken on the results of feedback (on faculty) analysis available?		yes	B++		Counseling done

3. Is the feedback system effective?					
4. Are records of action taken on feedback on facilities available?		yes		Summary shown	CRC Class Review
C. Facilities for Self-Learning					
1. Does the department provide scope for self-learning?		yes			NPTL, AIAL, D. Libra
2. Are all required facilities, materials, for learning beyond syllabus etc. provided to the students?		yes	B		Library
3. Are the facilities effectively utilized by the students?		yes		date how permitted	Logbook
D. Career guidance, Training and Placement					
Career Guidance					
1. Does the college have a Career Guidance or Counseling Cell?		yes.			
2. If yes, how many students have been utilizing these services?		All			
3. How many Career Guidance programs have been conducted in each year?		2			
4. How many number of students attended these career guidance programs?		45 no.			
5. Are students counseled for higher studies?		yes.			
6. Does the College have Academic links/ collaborations/MoU, etc with other institutes of higher learning?		yes.			Center CAD CAD center C-well.
Training and Placements					

1. Does the college conduct any pre placement training for students' placements?		yes			
2. Is effective placement policy framed and implemented?					
3. If yes, then specify the number of hours, areas in which training is imparted.					
4. Does the placement cell maintain the record of job opportunities available for students?					
5. Did the college organize any company/Industrial visits or guidance camp for students?		2 visits			
6. If yes, number of such visits/camps organized		1. C complex 2. PMC			
7. Are the students provided computers and Internet to search for job, to download application forms or to register for placements drive of the companies etc?		yes			printer on charge
8. Does the college subscribe to magazines like Employment News, Rojgar Samachar etc? If yes, give names of magazines.		yes.			
9. Does the college have a system of registering students at the Employment office of the GoI?		?			
NSS Activities/Student Clubs/Alumni Association					
1. Are clubs and NSS effectively functioning?		yes			
2. Do students conduct and participate in annual co-curricular and extra-curricular activities.		yes			1. Robotics 2. Math club 3. other

	If yes, please mention % of students participate in such activities:					
	3. Does the college have a registered and functional Alumni Association? If yes, give number of students enrolled		Yes 25 th Dec.			
	4. Specify Activities of Alumni Association		Alumni meets yes			
X	Governance, Institutional Support and Financial Resources					
	A. Governance, Institutional Support					
		1. Are vision and mission statements of Institution available on college website, Principal's Chamber, Library, Conference rooms etc?				
		2. Are the vision and mission statements appropriately defined and relevant?				
		3. Is institutional strategic plan (5 years) available?				
		4. Is there an implementation plan towards achieving the strategic objectives?				
		5. Is the strategic plan monitored effectively?				
		6. Is a Governing Body duly constituted and its meetings held regularly?				
		7. Are service rules, policies, procedures, functions and responsibilities published and uploaded on the website?				
	8. Are Minutes of Meetings of Governing Body and					

Academic council and Action taken reports available?					
9. Are organizational structure and lists of administrative heads, and committees formed with powers to take administrative decisions, available?					
10. Is there any Grievance redressal system in place and a cell constituted for this purpose?					
11. Is evidence of action taken on student/staff grievances available?					
12. Are financial powers delegated to Principal, HoDs, I/cs, documented?					
13. Is Mandatory Disclosure as per AISHE & AICTE, placed on website?					
14. What are institutional practices for integrating IT? (i)Administration (ii)Finance and Accounts (iii)Examination					
B. Budget allocation and utilization					
1. Does the college follow a prescribed procedure for budget formulation, finalization and approval?					
2. Is the budget allocation adequate at institutional, and program levels?					
3. What percentage of allocated funds was utilized in the previous year by the Institution and programs?					

C. Library and Internet					
i. Quality of learning resources					
1. Are learning resources procured as per the requirements provided by the academic departments, ensuring relevance to programs?					
2. Are AICTE norms followed in respect of number of books & their copies procured?					
3. Are these learning resources including E-Resources & digital library, easily accessible to students?					
4. Is adequate support given to students for self-learning activities?					
5. Is the utilization of learning resources by students and faculty satisfactory?					
ii. Internet					
1. Is the available band Width adequate?					
2. Is Wi-Fi available in the college?					
3. Is there internet access in labs, library, conference rooms & offices of all departments?					
4. Is adequate security mechanism put in place for protecting the internet transactions?					
iii. Infrastructural facilities and ambience					
1. Is Campus ambience exemplary /Good / Satisfactory/ Unsatisfactory?					

2. Is Office Space ambience exemplary/Good/Satisfactory/Unsatisfactory?					
3. Are washrooms well maintained?					
4. Is adequate parking facility available?					
5. Are individual Staff rooms available with IT facility?					
6. Are staff rooms well maintained?					
7. Is Potable Water facility available?					
8. Is Power Backup facility available? If so, specify the capacity					
9. Does the Institute have facilities for alternate sources of energy like: (i) Solar energy (ii) Wheeling to the Grid (iii) Use of LED Bulbs					
10. Does the Institute have Rain water harvesting pits?					
11. Does the institute take any Green campus initiatives such as: (i) Restricted entry of automobiles (ii) Pedestrian friendly path ways (iii) Landscaping with trees and plants					
12. Does the Institute provide any facility for Disabled/Divyangjan persons easy access to classrooms and Labs?					
13. Does the institute organize National/International					

commemorative days, events and festivals?					
14. Do Seminar halls have adequate ICT facilities?					
15. Is transportation available for students and staff?					
16. Is the Canteen maintained as per Food Safety and Standards Act?					
17. Is Auditorium/Assembly Hall available with all ICT facilities?					

Please mention

Good Practices, if any

1. Development of Prog. Curriculum, Teach & Learning process.
2. Co-po well defined
3. Good website.
4. Routine A. Auditing.
- 5.

Strengths, if any

1. well maintained/equipped labs., Quality of Question papers.
2. CO-PO attainment
3. Feedback system (Identified bright/weak students) & mentoring system.
4. Good Departmental library facility
5. Good faculty with co-operation.

Weaknesses, if any

1. Student Faculty ratio. >16
2. Research & development
3. Consultancy.
4. Lower quality of students (Ranks on higher)

Concerns, if any

1. No desktops given to each faculty.
2. ~~Encouragement~~ Improvement in attendance for Tutorial/compensating classes
3. placements
4. Less no. of Admitted students in 2022.

Deficiencies, if any

1. Student's performance.
2. No professor ratified.
3. No sponsored projects/consultancy projects.

Recommendations, if any

1. R & D activities should be explored with ~~no~~ concerned Institutions/MOU'S
2. 'consultancy / sponsored' projects with AHMC @ other
3. conduct more number of guest lectures (say 1 per month); 2 Training program/yr.

Brief report, if any

I visited the Civil Engg Dept and Labs. The concerned faculty have shown documented evidences for the criteria. The summary of assigned grades for each criteria as given below: I=A; II=A; III=~~A~~; IV=C; V=B; VI=A; VII=B; (80%)

The no. of faculty attended FDP is good. The % placement is increasing but need atleast 5.

The CRC practice is good. The training programs offered to the students are good.

The process of calculation of CO-go attainment is satisfactory.

collaborative learning with specific research institutions should be envisaged. The average pass percentage should be improved.

Suggestions for improving the academic quality:

1. Paper publication / Students should be improved.
2. Establish Professional Societies / chapters.
3. Organise National Seminars & increase participation of students / faculty.
4. Subscribe more e-journals & encourage faculty to present their research papers.

Signature of audit committee member:

R. Srinivasa Kumar 17/12/2022

Name of the audit committee member:

Prof. R. Srinivasa Kumar

Affiliation of the audit committee member:

Professor → Director (Estabcell) Osmania University, Hyd.
CED Ph. 9491124241

(2)

- * Academic Autonomy is not fully, effectively implemented.
- * Quality of Question papers / evaluation / assessment process needs drastic improvement.
- * Quality of B Tech / M Tech thesis not satisfactory.
- * Instt should prepare well defined strategic plan by individual staff / individual Dept which will lead to clear road map for Instt.
- * Research publications / Consultancy / sponsored projects by faculty needs drastic improvement.
- * Use of ICT to be improved
- * Strengthen Alumni Network
- * Aim for 'Quality' placement-
- * Strengthen inter disciplinary Academic activities / projects
- * Concentrate on Project Based / Activity based / Self Study based Learning.
- * Concentrate on Skill Development programmes
- * Increase number of E-Class rooms with Smart Boards.
- * Involve students in Instt-Development Activities
- * Focus on Life long Learning & Character / personality Development.
- * Create Question Bank / Tutorial Q Bank / Viva Q Bank for effective assessment / stress on Continuous evaluation through Quiz, Group Discussions, Seminars, Vivas with transparent evaluation.
- * Involve all stake holders in major decision making.

(Contd...)

Report of Academic Audit of
Githanjali College of Engg & Technology

(1)
A.Y. 2020-21

Date 8th Jan. 2022

Academic Audit of Githanjali College of Engg & Tech. was conducted on 8th Jan 22 along with Departmental Experts by

1. Visiting the Departments, Central facilities, Laboratories
2. Verifying all Academic / Admn. records, Course Files, Reports, Files & Statistics presented by HOD's / Deans / Principal
3. Individual Reports by Departmental Experts are enclosed.
4. Overall summary, observations, recommendations concerns are listed below:
 - * Infrastructure is excellent. Classroom, Labs are well maintained / well equipped
 - * Computational facilities / required softwares are available for students / faculty
 - * Teaching learning Process / students Faculty ratio is satisfactory
 - * Academic / Administrative discipline is maintained. Records are properly maintained
 - * Professional Society activities, / extra curricular activities / Counselling / Feedback mechanism are satisfactory
 - * Qualified & sincere faculty, dynamic & effective leadership visible.
 - * Many hardware (working models) projects are implemented by students. Encourage this..
 - * Various students / clubs are active

(Contd..)

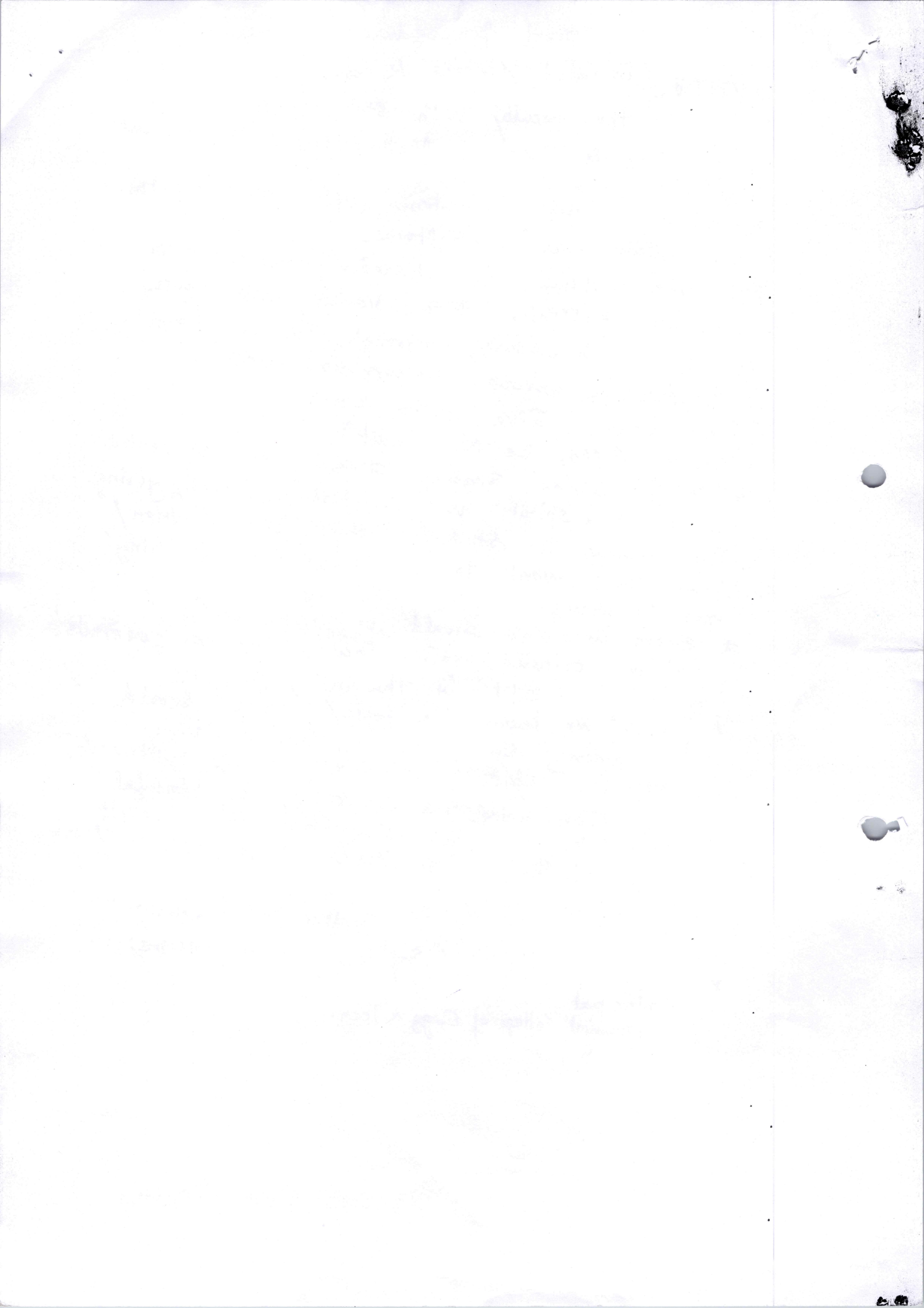
3

- * Evolve full proof procedure to recruit young, talented, sincere & dedicated Faculty.
- Update the faculty with state of the Art Technology & Teaching Methodology (in current situation).
- * Upgrade the Laboratories with state of the Art Equipments & Software.
- * Move emphasis of 'Character' Development & Professional Ethics, Moral Values, Importance of Art & Culture, through Lectures from experts & Group discussions, social activities. Give extra credits for this work. (May be Non Audit).
- * 'Credit Based Grading' should be implemented in 'Letter & spirit' with Cafeteria Approach, giving more choice to students about 'What/When/How' they want to 'Learn'. (Less Teaching, more 'Learning'.
- * Expts in Lab should be more design/testing oriented rather than simply 'measurements'. Link the expts to the theory taught.
- * "WHY" we learn the topic/course should be explained by teacher in the beginning.
- * Cultivate habit of 'Good Reading' among students.

Considering the reports by Departmental Experts & my own observations the overall grading of the college stands at B+ with 70% score.

V.M. Pandharipande
9th Jan 2022
(Prof V. M. PANDHARIPANDE)

To. Principal
Githanjali College of Engg & Tech.



12.01.2023

Geethanjali College of Engineering and Technology

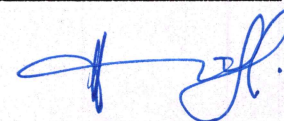
(Autonomous)

Department of Civil Engineering

Action Taken Report of the External Academic Audit conducted for AY 2021-22

S.No	Observation Made by the Audit Team	Action Taken	Remarks
1.	<u>A: Concerns</u> No desktops given to each faculty	We will request management to facilitate some of systems, mean while faculty will use the huge number of desktops available in the computer labs, during free slots of laboratories.	
2.	Improvement of attendance for tutorials / compensatory classes.	We will motivate them by telling the consequences of missing such classes through classes teachers and mentors.	
1.	<u>B: Weaknesses</u> Number of students who participated in inter-institute events <i>outside the state</i>	This number is nil in the present year. Students are not shown interest to go out due to COVID problems, This time we will motivate them and make them to participate in more numbers.	
2.	Number of development activities undertaken by faculty : working models	This number is nil in the present year. We will motivate the faculty and bright students to develop such models once we get sponsorship or budget from	

		the institute.	
3	Is a project laboratory together with necessary facilities available in the department?	Since it involves with huge budget, we will initiate to get research funded projects, as the department got NBA accredited recently. We will establish laboratory with the research funding as well as from the institute funding.	
1.	<u>C: Recommendations</u> No sponsored projects / Consultancy projects	Senior faculties who are having research exposure will be requested to focus more on this area to get funded projects.	



HOD-CED