JAIPUR ENGINEERING COLLEGE AND RESEARCH CENTRE

JECRC Campus, Shri Ram Ki Nangal, Via-Vatika, Jaipur

Department of Information Technology

INTERNAL AUDIT CORRECTION REPORT

Academic Year: 2020-21

DQAC PROCESS		DATE	23/1/2021
	Academic Process (Department of Information Technology)		
Auditors	1) Dr. Sandeep Vyas (HOD, ECE) 2) Dr. Krishan Kumar Saini (HOD, CE)	Auditees	IT Faculties
Observers	1) Ms. Shikha Srivastava 2) Mr. Brijesh Kumar Singh		

Sr. No	Observation	Type	Correction
1	Course file (Mr. Naveen Kumar Kedia)	SI	OK
2	Academic Diary (Ms. Preeti Sharma)	SI	OK
3	Defaulter list (All CC's)	SI	Maintained in hard copy and soft copy
4	Mapping of all subjects	SI	Mapping Done
5	Industry feedback data	O	Maintained in soft copy

Sr. No	Observation	Type	Correction
1	All Academic Process	In Progress	Planned the activities as per the academic calendar and also to fulfil the gap in university defined syllabus and need of industries.
2	Course File	SI	Few corrections were suggested.
3	PO and PEOs and CO and PSO's	SI	Revision of COs suggested to new faculty members.
4	Mapping	SI	Mapping must be revised as per process.
5	Student feedback analysis index	On Going	Few samples were checked and found satisfactory results.
6	Industry feedback analysis index	SI	Going On
7	Alumni feedback analysis index	SI	Going On
8	Remedial Lectures	In process	OK
9	Advance Learners	OK	Completed
10	Slow learners' efforts taken	OK	Completed
11	Add on Courses	In process	In Process

12	Seminars/Guest Lectures	OK	Files are properly maintained
13	Social Activities/ Ethical/Moral value education	OK	OK
14	Higher Education data	In Process	Going On
15	Internship data	OK	Going on
16	Student final year project	OK	Going on
17	All files (Sample tested)	OK	OK
18	Previous Students punched old files, exam record	OK	OK
19	Existing submission	OK	Going on
20	Training needed identification teaching, nonteaching	OK	Maintained in soft copy
21	Budget	In Progress	OK
22	Library details	OK	Set up is going on
23	FDP/Publications	OK	Completed
24	Curricular and co-curricular activities	OK	Completed

Auditors:

1. Dr. Sandeep Vyas (HOD, ECE)
2. Dr. Krishan Kumar Saini (HOD, CE)

Dr. Smita Agrawal

HOD, IT

Observers:

1. Ms. Shikha Srivastava
2. Mr. Brijesh Kumar Singh

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Format for Academic Audit (2020-21)

Name of the Department: Information Technology
Date: 15 April 2021
Name, Designation and Address of Academic Audit Experts:

Members of Staff Present:
1. Mr. Naveen Kumar Kedia
2. Ms. Kusum Yadav
3. Ms. Preeti Sharma

Reviewed by
a). Dr.Kavita Choudhary,, Computer Science and Engineering , Jyoti Vidyapeeth Women's University, Jaipur.
b). Mr. Anuj Garg, Salesforce Software Developer, Appirio, Jaipur.

Criterion	Items	Verification Yes / No	Comments	Suggestions for improvement
1.Curriculum	Contents of the Curriculum	YES	Affiliated to Rajasthan Technical University(RTU), Kota	Recognize more content beyond syllabus to fill the gap between the employer requirement and technical education.
	Add-on courses	YES		Advised to Introduced more add on courses to fill the gap between the industry requirement and technical education.
2. Curriculum Transaction	Teaching methods & teaching aids	YES		
	E-learning modules	YES	Faculty members uploaded advanced study materials, e books, lecture videos, lab experiments videos. Also, provided NPTEL/ Swayam /	Motivate students to attend MOOC courses.

			Swayam Prabha, NDL, MOOC courses links to students.	
	Project work	YES	Student's projects are good but very few students' projects converted into research projects/papers/ patents.	Advised to convert student's projects into patent, start up , research paper & patents.
	Internal assessment	YES	Department has very sound mechanism for internal assessment which is based on OBE.	Advised to provide more questions from last year GATE/PSU etc question paper in assignment and MTT papers. Also, provide more CO based assignments to the weaker students.
	Preparing for higher education	YES	Faculty members provide study material related to GATE.	Advised to provide the advanced study materials along with the last year GATE question papers to all students.
	Inter disciplinary activities	YES	Few interdisciplinary guest lectures	Enhance the interdisciplinary guest lectures
	Feedback from Stake holder	YES	Department has good feedback mechanism	Appreciate and advise to involve more industry persons.
	Steps taken on the feedback	YES	Department analysed collected feedback and took action. Also, circulated to the stake holders.	After circulation of feedback action taken report to stake holders, collect the suggestions of stake holders on action taken report.
3.Faculty Profile	Projects completed / on going	YES		Advised to faculty members to apply more govt. funded research projects
	Seminars / conferences attended	YES	Many faculties attended conferences and seminars.	Advised to motivate faculty members to attend more seminar/ conferences. And share learning with other faculty members as well as with the students.
	Papers / articles /	YES	Many faculties have excellent publication	Advised to motivate all the faculty members for

	books published			publication in reputed research journals/ publication house.
	FDP /STTP/ Training Program / Workshop attended	YES	Most faculty members attended FDP/STTP programme	Appreciate and advised to motivate the faculty members to attend more FDP/STTP. Also share the learning with other faculty members as well as with students.
	Preparation of E-learning materials / Content	YES	Faculty prepared E-Learning material like video lectures of subjects/ labs/ PPT/ Subject notes.	Advised to prepare more e-learning materials/content
	Acted as resource persons	YES	Some faculty members are guiding M-Tech. & PhD candidates. Also, some faculty members acted as an external examiner, session chair, evaluator etc.	Advised to motivate other faculty members to act as resource person.
4. Profile of Students	Students involvement in extra-curricular & Co-curricular activities	YES	Majority of students are involved in extra-curricular & Co-curricular activities.	Advise to motivate each student to participate in at least one activity
	Study tour / industrial visits / guest lectures /Training	YES	Due to COBID-19. Department arranged industrial visits/ guest lectures / training for the students through on-line mode.	Efforts are appreciable.
	Achievements	YES	Department follows Outcome based education	Prepare for accreditation.

5. Infrastructure in the Department	No. of class rooms	YES	4	Sufficient classroom as per curriculum prescribed by RTU
	No. of laboratories	YES	4	As per curriculum by RTU
	No. of computers – for students	YES	CP Lab 26	
6. Activities of the Department	MoU's signed	YES		Enhance the number of MoUs with the industries.
	Consultancy	No	-	Advised to incorporate.
	Guest lectures	YES	Department arranged Expert Talks from the eminent personalities from the corporate world, motivational personalities/academic personalities etc	Efforts are appreciable.
	Conference / Seminar /Workshop conducted	YES	Organized national conference/workshops/ FDP through on-line mode.	Try to organize more FDPs..
	Extension Activity	Yes	Due to COVID-19, All faculty members and students of the department participated in the webinars through on-line mode. These webinars were organized by different social clubs of the Institute.	It is really appreciable.

Interaction with Industry /Research Centres	YES		Advised to establish more industry supported labs in the department and sign more MoUs with industries.
Newsletters / Magazine	YES	Department of Information Technology published newsletter and Magazine and highlighted the various activities of the department by faculty members and students in Newsletters / Magazine.	The department having a good practice of releasing e-newsletters and magazines, also student's magazine can be initiated for motivation and encouragement of students.
Placement	YES	Department of Information Technology provide jobs for advanced learners as well as slow learners students.	Advised to interact with renowned industries to place students to get higher packages.

Please comment on SWOC Analysis:
SWOC Analysis:

STRENGTH:
- Outcome based education.
- Good Placements.
- Retention of the faculty member is good.
- Majority of women in academic staff.
- ICT enabled teaching.
- Faculty members are registered on recognized portals such as Vidwan.
- MOOC Courses.
- Add On certification courses.
- Use of open ended software recommended through AICTE.

WEAKNESS:
- Faculty members must be registered for Ph.D as there are few number of Ph.D faculty member in the department.

- Research publications in reputed journals, funded projects, patent and consultancy may be improved.
- Industrial tie-ups may be improved.

OPPORTUNITY

- Use of Govt. recommended portals such as NPTEL, Swayam, Atal Innovation to explore knowledge and employability of students as well as faculty members.
- Use of technology to connect with people around the world for sharing knowledge.
- Many more opportunities for tie-ups with both established and start-up companies in India and abroad for enhancing learning outcomes.

CHALLENGES

- No flexibility to change RTU syllabus.
- To motivate students for higher education, Govt. Jobs, Defense courses.
- To tie-up with foreign Universities to compete at Global level.

Best Practice (s) / Innovations of the Department: (need to mention more. Just one best practice means the college doesn't have much to position itself as a good place for study. Add information related to courses, faculty strength etc)

1. Identifying thrust areas and guidance by senior faculty to juniors for confident and satisfactory delivery in the classroom for that content.
2. To improve the satisfaction index of students for teaching and learning activity.
3. Mentoring of weak students.

Future of the Department:

1. To improve industry collaboration.
2. To constantly up-grade content to bridge gaps between learning outcomes and employability.
3. Sponsored projects from various governing bodies.

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Signature of the HoD with Seal

Head of the Department
Information Technology
JECRC, Jaipur

Dr. Kavita Choudhary
Jyoti Vidyapeeth Women's University, Jaipur.

Mr. Anuj Garg
Appirio, Jaipur.

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