



JOURNAL OF ENGINEERING COLLEGE
AND UNIVERSITY AFFILIATED

INTERNAL AUDIT CORRECTION REPORT

Academic year 2021-22 (FIRST YEAR)

PROCESS	DATE	8 th August 2022
Auditors	Academic Process	
Observers	Auditees	Applied Science Faculty Members
1) Dr. Krishan Kant Saini		
2) Dr. Manju Vyas		
1) Dr. Sarita Poonia		
2) Mr. Manoj Pathak		

Observation Table -

S.No	Observation	Status & Remark
1	All Academic process	Signed by Dean
2	Course File (Dr. Tripathi Gupta, Ms. Rashmi Kaushik)	Sample checked found completed
	2(a) CO, PO & Mapping	COs are clearly mentioned & Mapping is done
	2(b) CO wise Assignments	Found
	2(c) MTTs Question Paper & Solutions	Question Papers are as per format & Solutions are completed.
	2(d) CO Analysis	Analysis done and action taken found
	2(e) Remedial Lectures	Completed
	2(f) Advance Learners	Data found in in course file
	2(g) Slow learners efforts taken	Documents are maintained
3	Student Participation in Technical activities/ Webinar	Found satisfactory
4	Social Activities/ Ethical/Moral value Education	Done via Anandam Activity & Project Reports are found, Student participation in various social clubs found
5	Mentor File (Sample checked)	Found satisfactory
6	Lab Records & Assignments of Students (Pdfs Checked)	Found satisfactory
7	Budget	Compilation In process
8	FDP/Publications	Faculty members produced the proof of FDP attended, Publication may be increased

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9	Curricular and Co-curricular activities	Activities both curricular and co-curricular are organized for students & Reports are found
10	Student Feedback Analysis	Feedback is taken & Analysis is done

Auditors-

1. Dr. Krishan Kant Saini
2. Dr. Manju Vyas

Observers -

1. Dr. Sarita Poonia
2. Mr. Manoj Pathak


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First Year

Format for Academic Audit (2021-22)

Name of the Department : First Year




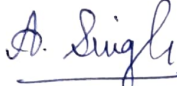
Date: August 2022

Name, Designation and Address of Academic Audit Experts:

1. Dr. Manoj Gupta
Associate Professor
Department of computer Science and Engineering
Manipal University Jaipur

2. Dr. Alok Kumar
Sr. Manager
Hero MotoCorp Ltd.
Kukas, Jaipur

Members of Staff Present:

1. Dr. Ruchi Mathur 
2. Dr. Barkha Shrivastava 
3. Dr. Rajkumar 
4. Dr. Ashok Singh Shekawat 

Criterion	Items	Veri- fication Yes / No	Comments	Suggestions for improvement
1. C ur ri cu lu m	Steps followed in the designing of syllabus & curriculum	Y	Affiliated to Rajasthan Technical University (Still course enrichment activities found)	-
	Contents of the Curriculum			
	Validation done			
	IDC / EDC			


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	Credits allotted / distribution – logic			
2. Curriculum Transaction	Teaching methods & teaching aids	Y	<ul style="list-style-type: none">• Chalk and Talk• Practical Knowledge• Presentations• Assignments• Tutorials• Guest Lecture• Add on course	More Guest Lectures can be organized on various topics based on syllabus and beyond syllabus
	E-learning modules	Y	<ul style="list-style-type: none">• Online ppts and videos for students• NPTEL/Swayam content• Students are motivated to use Swayam/courseera	As per the new credit system all the students should be motivated to do credit course on these portals
	Internal assessment – components – Uniqueness	Y	Internal Assessment is done through various means: <ul style="list-style-type: none">• MTTs• Assignments• Presentations• Continuous Evaluation in Labs CO analysis is done for MTTs and slow and advanced learners are identified on this basis.	Component of Internal assessment is given by affiliating university. Co analysis is found
	Student support – remedial coaching	Y	Slow Learners are identified on the basis of CO analysis and remedial classes are conducted for them. Mentoring is done for slow	

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			learners	
	Parents Open House Meeting – evaluation of student's progress	Y	Parents are informed time to time about the progress of their ward through class coordinators. One ptm per semester is also planned in first year.	Found satisfactory
	Feedback from students	Y	Feedback from students is taken and same is shared with faculty members.	
	Steps taken on the feedback	Y	Feedback analysis is done and on the basis of analysis proper actions are taken.	Data found
3.Faculty Profile	Projects completed / on going	Y	Projects based on humanities were found	Working projects with new technologies should be included
	Seminars / conferences attended	Y	Faculty attends both offline and online seminars, conferences and workshops	Satisfactory
	Papers / articles / books published	Y	Maximum faculty is PhD and involved in research too.	Publication in reputed Journals needs to be improved
	FDP / RC / OC / Training Program / Workshop	Y	Faculty attends both offline and online FDPs and Training Programs	Satisfactory
	Preparation of E-learning materials / Content	Y	Faculty is involved in developing E learning materials and share the same with students. PPTs for theory and lab videos are being uploaded on website too.	Faculty can develop content other than syllabus for students which is useful for them.
	Acted as resource persons	Y	As it is UG college very few faculty is involved in activities like research	Can be increased

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4. Profile of Students	Demand ratio (Applications received Vs Sanctioned Strength)	Y	guidance. 990 seats	Appreciable
	Students involvement in extra-curricular & Co curricular activities	Y	95% students are involved in some extra –curricular and co-curricular activities. College organises various such activities for students to participate and organize.	Less activities colud be done due to short semesters, may be increased next year.
	Study tour / industrial visits / exhibitions / Internship / Training	Y	15 days Internship is mandatory after II semester, Add on programs are organized for I Year Students.	Industrial visit or field visit can be planned for first year students too.
	Achievements	Y	Students scored prizes and recognitions in various technical and social activities.	
5. Infrastructure in the Department	No. of class rooms	Y	13	Sufficient classrooms for proper engagement of classes
	No. of laboratories	Y	8	Sufficient infrastructure for faculty and student learning.
	No. of computers – for teachers	Y		
	No. of computers – for students	Y	3 computer Labs	
	No. of instruments			

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6. Activities of the Department	Conference / Seminar / Workshop conducted	Y	Department organises add on courses, Guest Lectures and technical activities for students	Conference and seminars may be organized
	Extension Activity	Y	Students are encouraged to participate in various extension activities like tree plantation, cleanliness drive, blood donation, social activities etc.	Satisfactory
	Interaction with Industry / Research Centres / Educational Institutions	Y	Students participate in various inter college activities and attend sessions from various alumnus and industry persons.	Frequency can be increased
	Newsletters / Magazine	Y	Department releases bi annual E magazine edited by faculty members and students	Found satisfactory
	Placement	Y	Students are encouraged to participate in placement activities as interns.	Good initiative

Please comment on SWOT Analysis:

Strength:

- Expert and dedicated faculty with strong research and publication.
- Maximum number of faculties holding doctorate degree.
- All the students of first year participate in the 15 day long induction program(including all branches).
- Interdisciplinary syllabus and interaction with faculty of almost all branches.

Weakness:

- Behavioural problem in students.
- Students from rural area face language problems
- Less faculty funding and research facilities.

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Opportunities:

- Societal interaction.
- Technological advances.
- Opportunity to promote oneself as administrator.
- Enhancement of monitoring skills.
- To participate or work as organizes and volunteers in different technical and social events.

Challenges:

- Industry Expectation.
- Reporting requirements absorb large resources.
- Curriculum is decided by affiliating university.
- Sift on focus on quantitative achievement vs. qualitative achievement.

Best Practice (s) / Innovations of the Department:

Practice-1: J-Techtrix (Redefine the Possible)

Practice-2: Departmental Library for Financially weak students

Practice-3: Student Improvement Program (SIP)

Practice-4: Community Services Program (CSP)

Practice-5: Extra Laboratory hours for practice purpose

Practice-6: One to one interaction with students through Mentoring

Practice-7: Students @ Editorial Board

Practice-8: Faculty up gradation for imparting Quality Teaching

Future of the Department:

- More students driven activities
- Industry visits and hands on training.
- More activities based on soft skills and communication
- More Projects by students

Signature of the Dean with Seal

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Signature of the Academic Audit Experts

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