****

**M S RAMAIAH INSTITUTE OF TECHNOLOGY, BANGALORE-54**

(Autonomous institute Affiliated to VTU)

**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

**IQAC AUDIT REPORT**

**Name of the Auditor :**

**Audit Department :**

**Name of the Auditee :**

**Term : March 2021 to August 2021 (Even Semester)**

**Date :**

**Time :**

**OBSERVATIONS**

# **Teaching & Learning**

* 1. Availability of Academic Calendar Yes No
	2. Availability of Class Time Table Yes No
	3. Availability of CIE Time Table Yes No
	4. Students list for all semesters Yes No
	5. Course Design, Delivery and Assessment – The random samples scrutinized are listed below

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Sl. No.** | **Name of the Faculty** | **Name of the Course** | **Course Code** | **Semester** | **Remarks** |
| **1** |  |  |  |  |  |
| **2** |  |  |  |  |  |
| **3** |  |  |  |  |  |
| **4** |  |  |  |  |  |
| **5** |  |  |  |  |  |
| **6** |  |  |  |  |  |

* 1. Teaching Diary (Theory courses) – The random Samples scrutinized are listed below:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Sl. No.** | **Name of the Faculty** | **Name of the Course** | **Course Code** | **Semester** | **Remarks** |
| **1** |  |  |  |  |  |
| **2** |  |  |  |  |  |
| **3** |  |  |  |  |  |
| **4** |  |  |  |  |  |
| **5** |  |  |  |  |  |
| **6** |  |  |  |  |  |

* 1. Teaching Diary (Lab courses) – The random Samples scrutinized are listed below:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Sl. No.** | **Name of the Faculty** | **Name of the Course** | **Course Code** | **Semester** | **Remarks** |
| **1** |  |  |  |  |  |
| **2** |  |  |  |  |  |
| **3** |  |  |  |  |  |
| **4** |  |  |  |  |  |
| **5** |  |  |  |  |  |
| **6** |  |  |  |  |  |

* 1. Students Attendance in Theory courses – The random samples scrutinized are listed below:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Sl. No.** | **Name of the Faculty** | **Name of the Course** | **Course Code** | **Semester** | **Remarks** |
| **1** |  |  |  |  |  |
| **2** |  |  |  |  |  |
| **3** |  |  |  |  |  |
| **4** |  |  |  |  |  |
| **5** |  |  |  |  |  |
| **6** |  |  |  |  |  |

* 1. Students Attendance in Practical / Workshops – The random samples scrutinized are listed below:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Sl. No.** | **Name of the Faculty** | **Name of the Course** | **Course Code** | **Semester** | **Remarks** |
| **1** |  |  |  |  |  |
| **2** |  |  |  |  |  |
| **3** |  |  |  |  |  |
| **4** |  |  |  |  |  |
| **5** |  |  |  |  |  |
| **6** |  |  |  |  |  |

* 1. Fortnightly syllabus coverage available Yes No
	2. Number of students registered for MOOC courses:
	3. Number of faculty adopted ICT in teaching – The random Samples scrutinized are listed below:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Sl. No.** | **Name of the Faculty** | **Name of the Course** | **Course Code** | **Semester** | **Remarks** |
| **1** |  |  |  |  |  |
| **2** |  |  |  |  |  |
| **3** |  |  |  |  |  |

* 1. Blue Books – The random samples scrutinized are listed below

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Sl. No.** | **Name of the Faculty** | **Name of the Course** | **Course Code** | **Semester** | **Remarks** |
| **1** |  |  |  |  |  |
| **2** |  |  |  |  |  |
| **3** |  |  |  |  |  |

* 1. Proctor Meeting – The random samples scrutinized are listed below

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Sl. No.** | **Name of the Faculty** | **Name of the Student** | **Semester** | **Date of counseling** | **Remarks** |
| **1** |  |  |  |  |  |
| **2** |  |  |  |  |  |
| **3** |  |  |  |  |  |

* 1. Details of Remedial Classes:
	2. Rubrics for Projects, Internship & Seminar Yes No
	3. Faculty Competency Index (FCI) & action taken Yes No
	4. Breakdown Intimation Report –
	5. Breakdown Maintenance Record –
	6. Master List of Equipment –
	7. Preventive Maintenance records –
	8. Minutes of the Department Meeting
	9. Minutes of BOS meeting
	10. Minutes of BOE meeting
	11. Students satisfaction survey

# **Result analysis of each course and semester (UG & PG)**

|  |  |  |  |
| --- | --- | --- | --- |
| **Sl. No.** | **Semester** | **Percentage of pass** | **Remarks** |
| **1** |  |  |  |
| **2** |  |  |  |
| **3** |  |  |  |
| **4** |  |  |  |
| **5** |  |  |  |
| **6** |  |  |  |

# **Attainment of course outcomes, POs and PSOs**

* 1. Target level for CO/s :

Specify the courses where attainment is less than the target (if applicable)

* 1. Target level for PO/s :

Specify the courses where attainment is less than the target (if applicable)

* 1. Target level for PSO/s :

Specify the courses where attainment is less than the target (if applicable)

* 1. Overall PO & PSO attainment for the batch (**during even semester only**)
	2. Minutes of PAC meeting Yes No

# **Student Achievements**

* 1. Placement details

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Program** | **Total No. of students** | **No. of students registered** | **No. of students placed** | **Percentage** | **Min. / Max. package** | **Remarks** |
| **UG** |  |  |  |  |  |  |
| **PG** |  |  |  |  |  |  |

* 1. Details of Higher Studies

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Sl. No.** | **Name of the student** | **USN** | **PG/PhD** | **Name of the Institute** | **University** | **Place** | **Remarks** |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |

* 1. Details of Competitive examinations (GRE, GATE, TOEFL etc.)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Sl. No.** | **Name of the student** | **USN** | **Examination** | **Score** | **Remarks** |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

* 1. Details of students’ publications (UG & PG separately)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Sl. No.** | **Title**  | **Name of the Author/s** | **Journal/conference details** | **Remarks** |
| **1** |  |  |  |  |
| **2** |  |  |  |  |
| **3** |  |  |  |  |

* 1. Details of Student Awards & Honors

|  |
| --- |
| **Co-curricular activities** |
| **Sl. No.** | **Name of the student** | **USN** | **Sem.** | **Name of the activity** | **Award/Honor** | **Level**  |
| **1** |  |  |  |  |  |  |
| **2** |  |  |  |  |  |  |
| **3** |  |  |  |  |  |  |

|  |
| --- |
| **Extra-curricular activities** |
| **Sl. No.** | **Name of the student** | **USN** | **Sem.** | **Name of the activity** | **Award/Honor** | **Level**  |
| **1** |  |  |  |  |  |  |
| **2** |  |  |  |  |  |  |
| **3** |  |  |  |  |  |  |

* 1. Number of Projects undertaken in Industry :

# **Industry participation**

* 1. Details of Guest Lectures

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Sl. No.** | **Title of the Lecture** | **Name of the Resource person** | **Name of the industry/ company**  | **Date**  | **Target Audience**  | **Remarks** |
| **1** |  |  |  |  |  |  |
| **2** |  |  |  |  |  |  |
| **3** |  |  |  |  |  |  |
| **4** |  |  |  |  |  |  |

* 1. Details of the industrial visits

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Sl. No.** | **Name of the industry** | **Date** | **Semester**  | **Remrks** |
| **1** |  |  |  |  |
| **2** |  |  |  |  |
| **3** |  |  |  |  |

* 1. Details of the industry personnel involved in curriculum design/workshop/FDP

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Sl. No.** | **Name of the personnel** | **Name of the industry** | **Nature of involvement** | **Remarks** |
| **1** |  |  |  |  |
| **2** |  |  |  |  |
| **3** |  |  |  |  |
| **4** |  |  |  |  |

# **Workshops/FDPs/Seminars/Conferences Organized & Attended**

* 1. Organized

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Sl. No.** | **Title of the workshop/FDP/conference** | **Name of the Coordinator/s** | **Date** | **Sponsoring Agency** | **No. of partici-pants** | **Remarks** |
| **1** |  |  |  |  |  |  |
| **2** |  |  |  |  |  |  |

* 1. Attended

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Sl. No.** | **Title of the workshop/FDP/conference** | **Name of the Faculty** | **Date** | **Venue** | **Remarks** |
| **1** |  |  |  |  |  |
| **2** |  |  |  |  |  |
| **3** |  |  |  |  |  |
| **4** |  |  |  |  |  |
| **5** |  |  |  |  |  |
| **6** |  |  |  |  |  |

* 1. Feedback on Training Submitted Yes No

# **Research, Consultancy and quality publications**

* 1. Details of Funded Project/s

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Sl. No.** | **Title of the project** | **Name of the Principal Investigator** | **Date of sanction & Amount** | **Sponsoring Agency** | **Status**  | **Remarks** |
| **1** |  |  |  |  |  |  |
| **2** |  |  |  |  |  |  |

* 1. Details of Consultancy Project/s

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Sl. No.** | **Title of the project** | **Name of the Principal Investigator** | **Date of sanction & Amount** | **Sponsoring Agency** | **Status**  | **Remarks** |
| **1** |  |  |  |  |  |  |
| **2** |  |  |  |  |  |  |

* 1. Details of Publications

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Sl. No.** | **Title**  | **Name of the Author/s** | **Journal/conference/Books/Book chapter details** | **Remarks** |
| **1** |  |  |  |  |
| **2** |  |  |  |  |
| **3** |  |  |  |  |
| **4** |  |  |  |  |
| **5** |  |  |  |  |
| **6** |  |  |  |  |
| **7** |  |  |  |  |
| **8** |  |  |  |  |

* 1. Details of Research Center

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Sl. No.** | **Name of the Research Scholar** | **Name of the Guide** | **Area of Research** | **Date of Registration** | **Status** |
| **1** |  |  |  |  |  |
| **2** |  |  |  |  |  |
| **3** |  |  |  |  |  |
| **4** |  |  |  |  |  |
| **5** |  |  |  |  |  |

* 1. Details of PhD awarded from the Research Center

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Sl. No.** | **Name of the Research Scholar** | **Name of the Guide** | **Area of Research** | **Date of award** |
| **1** |  |  |  |  |
| **2** |  |  |  |  |
| **3** |  |  |  |  |

* 1. Details of Faculty received PhD

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Sl. No.** | **Name of the Faculty** | **Name of the Guide** | **Area of Research** | **Date of award** | **University** |
| **1** |  |  |  |  |  |
| **2** |  |  |  |  |  |
| **3** |  |  |  |  |  |

* 1. Details of Patents

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Sl. No.** | **Details** | **Indian/other** | **Date** | **Status** |
| **1** |  |  |  |  |
| **2** |  |  |  |  |
| **3** |  |  |  |  |

1. **Department Budget**

Amount Sanctioned :

Amount Spent as on :

Reason/s if not spent :

1. **Action taken report for the previous audit Yes No**
2. **Log book Entries**

|  |  |  |
| --- | --- | --- |
| **Sl.No** | **Forms** | **Academic Year / Financial Year (No. of Entries)** |
| 2018-19 | 2019-20 | 2020-21 | 2021-22 |
| 1 | Placement Details |   |   |   |   |
| 2 | Higher Studies Details |   |   |   |   |
| 3 | Journal / Conference Publications |   |   |   |   |
| 4 | Details of Book Authored |   |   |   |   |
| 5 | Internship Details |   |   |   |   |
| 6 | Workshops Attended |   |   |   |   |
| 7 | Workshops Organized |   |   |   |   |
| 8 | Consultancy Projects |   |   |   |   |
| 9 | Research Projects |   |   |   |   |
| 10 | Student Sponsored projects |   |   |   |   |
| 11 | Board of Examination |   |   |   |   |
| 12 | Board of Studies |   |   |   |   |
| 13 | Equipment’s Procured |   |   |   |   |
| 14 | Awards / Achievements |   |   |   |   |
| 15 | MOOCS |   |   |   |   |

1. **Curriculum Feedback**

|  |  |  |
| --- | --- | --- |
| **Sl.No.** | **Stakeholder** | **Feedback Collected and analyzed**  |
| 1 | Alumni  |  |
| 2 | Employer |  |
| 3 | Faculty |  |
| 4 | Student |  |

1. **Stakeholders Feedback**

|  |  |  |
| --- | --- | --- |
| **Sl.No.** | **Stakeholder** | **Feedback****Collected and analyzed**  |
| 1 | Alumni  |  |
| 2 | Employer |  |
| 3 | Faculty |  |
| 4 | Student |  |

**Overall observations/remarks of the Auditor:**

**Signature of Auditee Signature of Auditor**