



SIDDHARTHA

ACADEMY OF HIGHER EDUCATION

An Institution DEEMED TO BE UNIVERSITY

(Under Section 3 of UGC Act, 1956)

(Sponsored by Siddhartha Academy of General & Technical Education,
Vijayawada, A.P.)

ACADEMIC AUDIT

Evaluation Sheet

(With effect from 2020-21)

School Name : _____

Department Name : _____

Programme Name : _____

Academic Year : _____

Annual department plan (enclose a separate sheet along with the previous 3 years planned & achieved data)

I. POs, PSOs and Curriculum

S. No	Criteria	Observations
1.	POs & PSOs attainment along with sample calculation sheet	
2.	Stakeholders feedback collected, analyzed & action taken related to curriculum design (with evidences)	
3.	Extent of stakeholders satisfaction with curriculum revision	
4.	-New courses introduced -Courses upgraded with more than 25% of course content	
5.	Lab component - New labs added - No. of new experiments introduced - New Hardware / Software developed	
6.	No. & % of courses focusing on employability/ entrepreneurship/ skill development.	
7.	No. of students undertaken -full time field projects: -full time internships:	

II. Faculty information and their contribution		
S.No	Criterion	Observations
1.	Teacher- student ratio	
2.	Faculty Cadre ratio	
3	Faculty experience & retention	
4.	Faculty qualifications: Percentage of existing faculty with PhD Faculty awarded with PhD: Faculty submitted their PhD: Faculty pursuing PhD: Faculty registered for PhD:	
5.	Faculty with Post-Doctoral Fellowship or Pursuing it:	
6	Faculty guiding /guided PhDs:	
7.	Percentage of faculty contributing inresearch publications:books:chapters:	
8.	e-Content development / Lectures added to Web-resources	
9.	Faculty contribution in professional organizations/ Reviewer / Editorial boards: (<i>not mere memberships</i>)	
10.	Academic Awards/Rewards received:	
11.	Faculty contribution in Industry / Institute collaborative projects	
12.	Faculty trained in Industry	
13	Faculty contribution in obtaining internships/ Placements/ MoUs	
14	Faculty as resource persons in webinars/ workshops / key note speaker / training activities	
15	National level events organized -Conferences: -Workshops/ Seminars: - Webinars - FDPs: International level events organized - Conferences - Webinars -Workshops/Seminars	
16	List of conferences/seminars/ webinars/ workshops/FDPs attended for the enrichment of teaching - learning process	

17	Faculty interaction with outside world (BOS/NBA/Examiner for PhD evaluation / selection committee / Academic auditing / Chairperson /Chief guest /etc.)	
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III. Teaching-Learning Process and Evaluation		
S. No	Criterion	Observations
1.	Student performance indices Measures to reduce detentions -Attendance (detentions if any): -Exams (detentions if any):	
2.	Mechanism and activities for slow learners: Outcome:	
3	Mechanism and activities for Fast learners to excel: Outcome:	
4	Bridge courses: Value added courses:	
5	Quality circles and Practice: Outcome:	
6.	Student counseling /mentoring mechanism	
7.	Initiatives taken for innovative mini and major projects -Training for students & faculty	
8.	Best student projects with awards	
9	Student Model developments: Awards:	
10	Student Innovation details: Awards:	
11	Student Publications (other than IV.1) -UG: -PG:	
12	Monitoring of teaching-learning process -- Mechanism for Assessment of teaching process inclassrooms. -- Random verification of evaluated answer papers and question paper during the semester. -- Innovative teaching methods presented, if any -- Verification of course files	
13	Student enrolment in CBCS	

14	EPICS (Engineering projects in community service) Projects: Awards:	
15	Activities of students in professional bodies: Awards in co-curricular activities:	
16	Training programs / Seminars/ workshops organized for students:	
17.	Guest lecturers conducted for Students:	
18.	MoUs with Industries for Research / Consultancy/ internship / placements, etc.	Existing (Active) :....., Newly added....., Total:.....
19.	Students feedback	
20.	Feedback follow-up action	
21.	Scope for Self-learning: -Certificate courses -Online courses	
22.	Cut-off rank (Admission): Cut-off rank Previous year:..... OC: BC: SC: ST: PH: Audited year: OC: BC: SC: ST: PH: Improvement / no change / decline <i>Note: If there is <u>no improvement</u> it needs to be discussed & suitable measures are to be taken up.</i>	
23	Range of CGPA & % of students 10 -8 CGPA: 7 CGPA: 6 CGPA: 5 CGPA: No. & % of failures: Success rate as per NBA guidelines:	

IV. Research, Consultancy and Extension		
S. No	Criterion	Observations
1.	Faculty publications in journals: (other than III.11) Scopus indexed: SCI / SCIE (Not ESCI): Total: h-index: Dept & Highest in the faculty.	
2.	Publications in conferences: - National (Scopus, SCI & equivalent) - International (Scopus, SCI equivalent) - Total:	
3.	Faculty contribution in:Books:Book chapters: (Books/Chapters with ISBN/ISSN only are considered)	
4.	Paper Publications & Book chapters:	Q1....., Q2....., Q3....., Q4.....Total.....
5.	Government: Funded R&D projects	Applied:....., Total Amount:..... Ongoing:..... Total Amount:..... Completed:..... Total Amount:.....
6.	Non- Government: Funded R&D projects / Industry sponsored projects	Applied:....., Total Amount:..... Ongoing:..... Total Amount:..... Completed:..... Total Amount:.....
7.	Faculty involved in Consultancy & amount earned	
8.	Faculty intellectual property rights / Patents:	Filed:.....Published....., Granted.....
9.	In-house R&D grants & projects and their outcomes	
10.	New research facilities/ laboratory facilities added	
11.	MOU's with industries/ R&D/ Premier Institutes Details of activities:	
12.	Research centers of excellence established: Outcome in research centers:	
13.	Skill development centers established: outcome:	
14.	Incubation centers: - Established with outside Industries : -Status of incubation:	
15.	Start-ups & Entrepreneurships: No of Start-ups & status: Awards from outside platforms:	

V. Infrastructure and Learning Resources		
S. No	Criterion	Observations
1.	Addition of infrastructural facilities to improve the teaching learning process Class rooms / Laboratories /ICT class rooms / e- class rooms/ Seminar halls / Syndicate rooms /Innovation center:	
2.	Internet facilities for faculty & Students:	
3.	Technical manpower support added:	
4.	Modern / new equipment added in Laboratories:	
5.	New research facility /Computing facilities / laboratory added:	
6.	Dept. News letter / magazine:	
7.	Department library: New additions Text books / References / Journals	

VI. Student information, Support and Progression		
S. No	Criterion	Observations
1	Industrial visits	
2	Internships	
3	Dept. student clubs: Activities:	
4	Details of coaching provided for GATE/GRE/any other competitive exams	
6	Students qualified in -GATE -GRE/etc.	
7	Students admitted for Higher studies (No & %):	
8	Total Placements (No & %) in the Dept: 2 - 4 Lakhs (No.) 4 Lakhs above (No.): 5 Lakhs above (No.): Highest salary (No.): Median salary:	
9	Student prizes:	NSS/NCC.....Cultural....., Sports..... National Level, if any.....
10	Student Scholarships:	

VII. Governance, Leadership and Management		
S. No	Criterion	Observations
1	Setting of annual goals by individual faculty for their academic improvement.	
2	Setting of departmental annual goals by HOD for the improvement of dept.	
3	Teaching staff attended for skill development/ Industry training/ any professional development programs	
4	Non-teaching staff attended for skill development programs	
5	Financial support received from the Management: Seed Grant for faculty: Incentive for Sponsored projects: Incentive for paper publications:	

	Attending FDPs/ Seminars/ etc: Attending overseas seminars: Interaction with R & D personnel: Others:	
6	Financial support received from the Management: Student Projects: Model developments & exhibition: Student Innovations & exhibition:	
7	Quality policy & Quality objectives Committees & duties: Cells & duties:	
8	Maintenance -General -Laboratory -Others	
9	Financial support/ leaves for qualification/ skill up- gradation:	
10.	Risk evaluation/ safety measures:	

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Dept. IQAC In-charge

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Academic Auditor

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Head of the Dept.

Academic Audit Report (Consolidated)

1. **Name of Department:**.....Year.....
2. **No. of full time permanent faculty:**
3. **No. of Visiting/Adjunct faculty:** /
4. **No. of PG / UG courses:**...../.....
5. **Curriculum Revisions Information:** UG & PG.....
Major changes.....
New courses.....Modified courses (min 20-25% change).....Employable courses.....
6. **Research:** Ph.D. Theses submitted: awarded:.....
Faculty guiding / guided Ph.Ds:...../.....
Publications in Jrs: SCI/SCIE...Scopus..... Total.....
Publications in Conferences: SCI/SCIE...Scopus.....Total.....
Student Publications
-UG: SCI/SCIE:...Scopus:.....WoS:.....Others:.....Total.....
-PG: SCI/SCIE:Scopus:.....WoS:.....Others:.....Total.....
Dept H-index (Scopus data base):.....Highest H-Index of faculty:.....
Publications: Q1....., Q2....., Q3....., Q4.....Total.....
7. **Sponsored projects:** Amount:..... Applied....., Ongoing....., completed.....
8. **Consultancy Amount earned:**.....
9. **Start-ups & Entrepreneurship:** No..... Awards from outside platforms:.....
10. **Incubation centers:** established....., Status of incubation:.....
11. **Patents:** Filed:.....Published:.....Granted:.....
12. **Innovations:**, Awards from outside platforms (reputed Institutions only) :.....
13. **Books / Book chapters** (with ISBN/ISSN only are considered):.....
14. **e-Content developed:** Lectures added to Web-resources:
15. **Placements:** No:....., Percentage:....., Median salary:....., Highest salary:.....
16. **Higher Education:** GATE No....., GRE No....., Others (specify):.... %:.....,
17. **New Equipment and Infrastructure** added:(Name & amount)
18. **Student feedback** on Curriculum, infrastructure and facilities: Yes or No
19. **Strengths:**
(1)
(2)
20. **Weaknesses** (mandatory field to fill) :
(1)
(2)
21. **Suggestions for improvement** (mandatory field to fill):
(1)
(2)
18. Document addressing previous academic year weaknesses and suggestions for improvement.
Enclosed: **Yes / No.** If ‘yes’ enclose an appropriate document. If “No” furnish proper explanation.

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Dept. IQAC In-charge

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Academic Auditor

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Head of the Dept.

IQAC Coordinator..... Dean IQAC: