SWARNANDHRA

COLLEGE OF ENGINEERING AND TECHNOLOGY
(AUTONOMOUS)
(Approved by AICTE: Autonomous with JNTUK, Kakinada)
(Accredited by NAAC with 'A' Grade (CGPA 3.02/4)
Seetharampuram, Narsapuram-534280,W.G.Dist.,

Academic Audit Report

PART-1
PRELIMINARY INFORMATION
(For the Academic Year:2022-2023)

1. Name of the Institute: Swarnandhra College of Engineering and Technology(Autonomous)
2. Address of Institute: Seetharampuram, Narsapur, West Godavari District, A.P. Pin-534280
3. Date of the Visit: 08-09-2023
4. Name, Designation and Address of Academic Audit Expert(s)

    1. Prof. R. Srinivasa Kumar, Professor, Civil Engg Dept, University college of Engineering, Osmania University, Hyderabad-7. TS.

    2. Prof. Dr. P. Sravana Civil Engg Dept. JNTU Hyd.

5. Details of Programmes in the College

Name of the Programme	Sanctioned Strength	Total Strength(for all Years)
UG-B.TECH		
Civil Engineering	60	175
Electrical and Electronics Engineering	60	202
Mechanical Engineering	120	386
Electronics and Communication Engineering	240	996
Computer Science and Engineering	300	943

Information Technology	60	250
Computer science and engineering (cyber security)	60	56
Computer science and engineering (data science)	60	65
Computer science and engineering and business systems	60	49
Artificial intelligence (ai) and data science	60	52
Artificial intelligence and machine learning	120	261
Robotics	30	64

PG		
MBA	120	129
MCA	120	192
M.Tech-Structural Engineering	18	3
M.Tech- Power Electronics	18	9
M.Tech-CAD/CAM	18	1
M.Tech. - Thermal Engineering	18	0
M.Tech-VLSI System Design	18	5
M.Tech. - Communication Systems	18	0
M.Tech-Computer Science and Engineering	36	35

PART-II

Criterion	Description	Verification Yes/No	Comments if Any	Suggestions for improvements if any
Formulation of Governing Body	As per UGC norms	Yes		
	Minutes of GB Meeting Evidence	Yes		
	Frequency of meetings	One per academic year		Required at least two meetings per academic year
Formulation of Academic Council	As per UGC norms	Yes		
	Minutes of Academic meeting-Evidence	Yes		
	Frequency of meetings	Two meetings per academic year		
Formulation of BoS	As per UGC norms	Yes		
	Minutes of Bos Evidence	Yes		
	Frequency of meetings	Two meetings per academic year		Expected to have more BoS Meetings which improves the academic curriculum
Examination and assessment	Distribution of marks for CIE	Yes		
	Distribution of marks for SEE	Yes		
	Letter Grade and Grade points	Yes		
	Assessment procedure for awarding marks	Yes		

	Computation of SGPA	Yes		
	Computation of CGPA	Yes		
	Promotion rules	Yes		
Award	Award of division rules	Yes		
Data base of students	Maintaining of students data base who on rolls	Yes		
	Maintain the data base of detained students	Yes		
	Maintain the data base of discontinued students	Yes		
Updating of students attendance and academics of current students	Procedure and Evidences	Yes		
Maintenance of Course files	Evidences	Yes		It is essential to improve some of the course files as per NBA standards
Laboratory day to day evaluation	Procedure and Evidences	Yes		
Supervising/Updating/maintaining up-dated academic records of all categories of students.	Evidences	Yes		
Re-admitted students regarding their equivalent subject and conducting of CIE process	Procedure and Evidences	Yes		
Academic calendar	Circulation within the college	Yes		
Printing and distribution of Academic, promotion rules book and syllabus books	Circulation within the college	Yes		
Scheduling of Examination fee	Notifications	Yes		

Timetables for mid examinations and as per Academic Calendar	Preparations and circulation	Yes		
Timetables for SEE	Preparations and Notifications	Yes		
Conducting of all the examinations as per timetable	Evidences	Yes		
Distributing the answer scripts to the respective faculty of the mid examinations	Evidences	Yes		
Forwarding the SEE answer scripts to CoE from Invigilators	Evidences	Yes		
Arranging of physical verification of answer scripts of CIE to the students	Evidences	Yes		
Printing of question papers for mid examinations	Evidences	Yes		
Pattern of the Mid examination question papers	Procedure and Evidences	Yes		
Preparing the student academic award winners list				prepare this list
Lecture halls/class rooms/drawing halls	Adequacy	Yes		
Consolidation statements of CIE statements, class wise	Procedure and Evidences	Yes		
Practical examination schedules	Preparations and Evidences	Yes		
Sending the appointment orders to the external examiners for conducting practical examinations	Preparations and Evidences	Yes		
Paying the remuneration through online/cheque/voucher to all the external examiners/invigilators/staff	Procedure and Evidences	Yes		
Collecting of Examination fee/ condonation fee/any other fee other than tuition fee.	Procedure and Evidences	Yes		

Issue of hall tickets for SEE to all the students	Procedure and Evidences	Yes		
Issuing of bonafide/TC/Conduct/any other related certificate, on receipt of prescribed fee.	Procedure and Evidences	Yes		
SMS to Parents/students for any required activity	Evidences	Yes		
Remedial Classes for slow learners	Procedure and time tables	Yes		
Pre examinations process	Procedure	Yes		
Notifications for all SEE/supply/advanced supply along with prescribed fee details	Procedure and Evidences	Yes		
The panel of examiners from the respective BoS for paper setting spot-valuation for theory subjects and panel of external examiners for conducting of practical/viva-voce examinations.	Evidences	Yes		
Meeting with all HOD's for finalizing the practical examination schedules.	Evidences	Yes		
Contacting and communicating with examiners for obtaining the question papers for SEE	Evidences	Yes		
Assessing the quality of SEE question paper	Procedure and Evidences	Yes		
Decoding the SEE answer scripts	Procedure and Evidences	Yes		
Scheme of evaluation and solution key for the respective SEE question paper.	Procedure and Evidences	Yes		
Decoded answer scripts to valuators for valuation	Procedure and Evidences	Yes		
Arranging of scrutiny process of the valued answer scripts	Procedure and Evidences	Yes		

Computerizing the marks(marks awarded on the answer scripts) subject wise	Evidences	Yes	Examination Software avilable	
Applying the rule(s) of moderation/ grace marks for normalization	Evidences	No		
Generation tabulation of results books	Evidence	Yes		
Declaring of results	Procedure and Evidences	Yes		
Approved results on the web portal	Evidence	Yes	Separate Examination portal is available in college website	It is better to have departmental level exam portal link for better clarity
Grade points and calculating of SGPA	Evidence and sample copy	Yes		
Calculation of CGPA	Evidence and sample copy	Yes		
Grade sheets along with Grades obtained	Evidence	Yes		
Notification for revaluation of answer scripts along the fee particulars	Procedure and Evidences	Yes		
Conducting a malpractice committee meeting	Malpractice rules and minutes of the meeting(s)	Yes		
Coordinating with university authorities for issuing of PCs	Sample PC	Yes		
IQAC Functioning	Frequency of meetings	Two meetings per academic year		
Teaching Learning Process		Yes		More Innovative teaching methods to be Implemented

Over all Observations and Recommendations:

1) The Academic calender is well maintained. However, the student representation is missing in some of the statutory bodies.

2) Evaluate poor admission in some of the PG courses and take necessary steps to improve.

3) Use of ICT is not extensive and try to improve and encourage.

4) The learning outcomes are measured using direct and indirect assessment method but needs further improvent.

5) IQAC is conducting quality audits and conducts programs for improving quality of teaching but their effectiveness can be improved further.

6) Only few faculty members are involving in Research activity. Faculty research publications may be improved.

7) Technology Business Incubation Center to be established.

8) Use of RFID in library is missing.

9) Frequency of Statutory bodies meeting is found to be less many needs improvement.

10) IQAC needs to be more focused.

Signature of the Expert *R. Srini...*
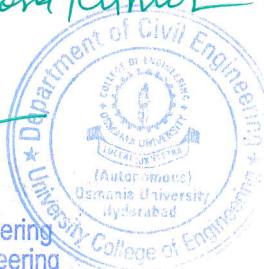
Name: Prof. R. Srinivasa Kumar

Designation: Professor

Signature of the Expert

Name: Dr P. Sravana.

Designation: *[signature]*