NARAYANA ENGINEERING COLLEGE::NELLORE

AUTONOMOUS

IQAC Internal Quality Assurance Cell

Internal
Academic and Administrative Audit
For
Semester- II, AY: 2021-2022

Academic and Administrative Audit report for the academic year 2021-22, semester **II** have the following sections.

Section-1:	Audit Team and Academic Details
Section-2:	Aspects/Activities, Observations, Remarks/Suggestions.
Section-3:	Overall Observations and Recommendations

Section-1: Audit Team and Academic Details

Name of the Department	Computer Science & Engineering		
Date of Audit	03.08.2022		
Academic year	2021-22	**Semester**	II

		Audit Team	
Sl.No	**Name**	**Designation**	**Department**
1.	Dr AVS Prasad	Professor	CE
2.	Dr J Srinivasulu	Professor	ECE
3.	Mrs N Santhi Kumari	Assistant Professor	EEE
4.	Dr P Penchalaiah	IQAC Coordinator	IQAC

Name of the Head of the Department		Dr. C Rajendra				
Mail ID	hodcse@necn.ac.in		**Mobile No**		7013372266	
Sl. No	**Program offered**	\	**Strength**			
		I	II	III	IV	Total
1	**B.Tech II SEM**	198	202	129	118	647

ACADEMIC AUDIT	
Sl. No	Aspects/Activities – Observations – Remarks/Suggestions
1	Academic Calendar- Implementation
	Observations: The department has been adhering to JNTUA schedules by creating its own academic event calendar for each semester. **Remarks/suggestions:** Classes were conducted smoothly and activities were carried out with some deviation from the academic calendar.
2	Syllabus coverage
	Observations: It was observed that syllabus coverage was verified based on syllabus completion targets in every fort night. Few subjects were deviated and completed by taking extra classes. **Remarks/suggestions:** Suggested to complete the syllabus as per syllabus completion targets.
3	Moodle Upload
	Observations: College Learning Management System (LMS) was extensively used by both faculty & students for course materials, PPTs, E-Resources & question banks of assignments and Mid-term examinations. Though some of the faculty were not uploaded the data in Moodle on or before the given date. **Remarks/suggestions:** Advised to upload the course contents in Moodle before the starting of the semester.
4	Course files
	Observations: For each individual course under the relevant regulations, the department maintains course files. .Though Some of the course files didn't have all the contents to be filed. **Remarks/suggestions:** Some of the course files were incomplete and lacked some necessary information.
5	Mapping of COs and POs/PSOs
	Observations: R-21 Regulations COs were defined and CO-PO & PSOs mapping was done and filed properly. **Remarks/suggestions:** OBE coordinator was suggested to verify the action verb & learning statement of all COs of all courses.
6	CO Attainment & PO Attainment
	Observations: 1. CO Attainments of 2021-22 I semester was done and not attained COs were

		listed. 2. PO Attainment for 2017-21 batch was done and the relevant documents were filed properly. Remarks/suggestions: Suggested to list the action taken for not attained POs.
7	**ICT usage**	
		Observations: The department practicing the blended teaching learning methods like ICT usage, assignments for students etc for effective lecture delivery and to make student engaged. Remarks/suggestions: Appreciated the department for improvement in ICT usage compared to last semester.
8	**Quality of Question Papers**	
		Observations: All Midterm and Assignment question papers are preparing as per OBE standards. Remarks/suggestions: Appreciated for the quality of question paper.
9	**Evaluation of Answer Scripts**	
		Observations: All midterm and assignment answer scripts were evaluated, and after circulating among the students, marks were posted. Remarks/suggestions: Appreciated the department for submitting the marks for examination section with in specified time.
10	**Slow and Advanced Learners**	
		Observations: 1. The slow and advanced learners list given by the examination section was filed. 2. The activities for slow learners were conducted by the department and relevant documents were filed properly. 3. The activities for advanced learners were conducted by the department and relevant documents were filed properly. Remarks/suggestions: Advised to conduct the programmes as per the schedule given in Academic calendar.
11	**Remedial Classes**	
		Observations: The following remedial classes were conducted for this semester. 1. SATR for II-II 2. DLD for II-II 3. OS for II-II 4. CD for III-II 5. CNS for III-II 6. MEFA for III-II Remarks/suggestions: All the documents are filed properly.
12	**Remedial Coaching**	

		Observations: Remedial coaching was conducted for the following subjects: 1. " FLAT" for III CSE students from 06.07.2022 to 07.07.2022. 2. " CN" for III CSE students from 08.07.2022 to 09.07.2022. Remarks/suggestions: All the related documents are maintaining properly.
13	**Guest Lectures**	
		Observations: Organized one guest lecture on 1. "Web and Internet Technologies" by Mr. Y KIRAN KUMAR 'Software Engineer, Data dot Solution, Hyderabad on 24-04-2022. 2. "Linux Environment Systems" by Mr. A CHAITANYA 'Tech Lead Delloite India, Hyderabad on 22.05.2022. 3. "Operating Systems" by A Vamsi Krishna, Software Engineer, Utthunga Technologies, Banglore on 10.06.2022. Remarks/suggestions: All the related documents are maintaining properly.
14	**Lecture Schedule Verification**	
		Observations: It is observed that few courses were deviated from the pre scheduled lesson plan. Remarks/suggestions: Extra classes for deviations have been taken in order to comply with the session plan.
15	**Lab Records/Manuals**	
		Observations: It was observed that all the faculty dealt the labs have done continuous evaluation of records and manuals. Remarks/suggestions: Soft and hard copies of all lab manuals and sample records of each laboratory for each semester are maintaining in the department for future reference.
16	**Continuous Evaluation For Practical Courses**	
		Observations: Continuous evaluation of practical courses was done during semester. Remarks/suggestions: The continuous evaluation books were updated regularly.
17	**Students Project Evaluation and Review**	
		Observations: Four Internal evaluations have completed and external evaluation is yet to be conducted. Remarks/suggestions: All the relevant documents were filed properly.
18	**Internships**	
		Observations: Thirty four (34) internships were done by the students in this semester. Remarks/suggestions: Advised to encourage all the students to do internships.

19	**Partial Delivery by Industrial Experts**
	Observations: There was one partial delivery by industry experts in this semester 1. Operating Systems for II B.Tech/ II Sem students by Mr. A Vamsi Krishna Software Engineer, Uttunga Technologies, Bangalore. Remarks/suggestions: Advised to arrange more partial deliveries from industry experts.
20	**Adjunct Faculty**
	Observations: 1. Mr. A Vamsi Krishna, Software Engineer, Uttunga Technologies, Bangalore has dealt IV CSE Project. Remarks/suggestions: All the relevant documents were filed properly.
21	**Topic/Content Beyond Syllabus**
	Observations: 1. Topics beyond syllabus for all courses of the semester were listed and the materials were filed. 2. The relevant documents for events organized for content beyond syllabus (Not mapped COs) were filed properly. Remarks/suggestions: All the relevant documents were filed properly.
22	**Newsletter/Technical Magazine/Wall Papers etc.**
	Observations: 1. All departmental events were published in the departmental newsletters for the Second semester of the academic year 2021–22. 2. The department's Technical Magazine for II semester of 2021–22 has been published. Remarks/suggestions: Newsletter and technical magazines are maintaining in department library also.
23	**Student Feedback on TLP**
	Observations: Student feedback on teaching learning process was conducted in modes 1. Online 2. Offline. Analysis report was filed properly. Remarks/suggestions: Action taken report has to be filed.
24	**Feedback on Curriculum**
	Observations: It was observed that feedback on curriculum was collected from stake holders i.e., students, faculty, employers & alumni and submitted the same to IQAC for the analysis. Remarks/suggestions: Work done is appreciable.
25	**Value added courses / Certificate Courses**

		Observations: 1. Conducted one Value Added Courses on "Website Development using Word Press" by G. Nikhil & G Venkata Ramana, Indian Servers Pvt. Ltd from 30.05.2022 to 04.06.2022. Remarks/suggestions: Suggested to conduct more certificate courses and value added courses for the students.
26	**Industrial Visits**	
		Observations: No industrial visit was organized by the department in this semester. Remarks/suggestions: Advised to organize industrial visits for all the students to fill the gap between industry and institute.
27	**MOUs**	
		Observations: Three MOUs were being active in the department for this semester. 1. "Brain O Vision" from 14.06.2021 to 13.06.2024. 2. "Indian Servers Pvt Ltd" from28.01.2022 to 27.01.2025. 3. "Code Tantra Tech Solutions Pvt Ltd." From 09.07.2021 to 08.07.2024. Remarks/suggestions: Advised to conduct workshops/ seminars to the students under each MoU in the coming semester.
28	**Professional society activities**	
		Observations: Three(3) Programs were organized under professional society activities 1. Guest Lecture on "Operating System" by Mr.V.Muniraju Naidu, M.Tech (Ph.d) Assistant Professor, Mallareddy University, Hyderabad (IEI) on 23-05-2022. 2. Guest Lecture on "Theory of Computation" by Dr.G.Murali, Professor, JNTUACEP, Pulivendula (CSI) on 16-12-2022. Remarks/suggestions: Appreciated the department for conducting good number of activities by professional society bodies.
29	**Industry Institute Interaction Cell Activities**	
		Observations: No programmes were conducted by IIIC in this semester. Remarks/suggestions: Advised to conduct programmes related to industry to fill the gap between industry and institute.
30	**Student Association Activities**	
		Observations: Seventeen (17) activities were organized by the department under student association. Remarks/suggestions: All the relevant documents were filed properly.
31	**Student External Participation**	

		Observations: One hundred and eighteen (118) students were participated in events of other institutions in this semester and won Nine (9) prizes in different activities. Remarks/suggestions: Advised to encourage the students to participate in technical events organized by other institutions.
32	**Workshops/Seminars/Conferences/NLTS Etc., Conducted**	
		Observations: One National Level Technical Symposium was organized by the department. Remarks/suggestions: All relevant documents were filed. Advised to organize workshops and seminars to the students for their academic benefit.
33	**Placement Training (Internal & External)**	
		Observations: The department and placement cell organized training sessions for aptitude, verbal, technical, and coding in C and JAVA that were associated with placement. Remarks/suggestions: Advised to conduct more placement training sessions.
34	**Placements**	
		Observations: One hundred and forty six (146) students have placed in this semester. Remarks/suggestions: Appreciated the department for getting good placements.
35	**Counseling/Mentoring**	
		Observations: Mentoring on academic challenges was seen to be conducted by mentors once in every two weeks. Few students have received personal counseling. Remarks/suggestions: Anti suicidal counseling should add to as usual counselling process.
36	**Career Counselling**	
		Observations: One programme was organized by the department. 1. Webinar on "Career Opportunities After B.Tech" by C. Seravan Kumar, M. Tech (Ph.D), MISTE, ACE Engg Academy, Tirupathi on 06/05/2022. Remarks/suggestions: Advised to organize career counselling programmes in the department for student's bright career.
37	**Professional Development Programmes Conducted For Faculty**	
		Observations: No professional development programmes were organized for the faculty in this semester. Remarks/suggestions: Advised to organize PDPs for faculty on latest technologies.
38	**Professional Development Programmes Attended by faculty**	
		Observations:

		All the faculty members have attended for Twenty Three (28) different FDP's in both online and offline. Remarks/suggestions: Appreciated the department for having good number of faculty participation.
39	**Professional Development Programmes Organized for Non-Teaching Staff**	
		Observations: One PDP was organized for Non-Teaching Staff in this semester. 1. "AUTOMATION TESTING USING SELENIUM" on 16.07.2022 Remarks/suggestions: Advised to organize more professional development programs for the non teaching staff.
40	**Faculty Publications**	
		Observations: Total flfteen(15) papers are published by the faculty in different international & National journals. Remarks/suggestions: Appreciated the department for publishing good number of journals.
	ADMINISTRATIVE AUDIT	
1	**Classrooms**	
		Observations: Eight (8) rooms were allotted for class work. All the classrooms are equipped with teaching aids such as projector, projector screen, Board and audio component. Remarks/suggestions: -------
2	**Laboratories**	
		Observations: It is observed that laboratory files for maintenance have been updated. Remarks/suggestions: Advised to solve lab maintenance issues as early as possible.
3	**Department Library**	
		Observations: Advanced learners are allowed to department library to study the academics and journals. The entry register was maintaining by the department. Remarks/suggestions: No maintenance issue was recorded.
4	**Computing Equipment**	
		Observations: Total 76 computing equipments are available in the department. Remarks/suggestions: Sufficient number of computing equipment is available in the department.
5	**Website Updates**	

	Observations: Updating regularly. Remarks/suggestions: Advised to update the industrial visits data in the departmental window of the college website.
6	**Meetings (Faculty, Cells, Committees, Student Bodies)**
	Observations: Faculty meetings were conducted for every fort night. Meetings were conducted once in a month under Student Association. Remarks/suggestions: Advised to record the minutes of meeting of all cells.
7	**General Maintenance**
	Observations: No maintenance indent has been raised in the department. Remarks/suggestions: ----
8	**Extension Activities (Activities, Awards, Outreach)**
	Observations: No programme was organized under NSS by the department. Remarks/suggestions: Advised to conduct extension activities.
9	**Student Grievance Redressal**
	Observations: There was no grievance recorded. Remarks/suggestions: -----------
10	**Alumni(Data Updates, Visits, Benefits Derived, Alumni Meets)**
	Observations: No activities were arranged to or by the alumni in this semester. Remarks/suggestions: Advised to arrange alumni meets and interactions.
11	**Any other**
	Observations: ---------------- Remarks/suggestions:
12	**Attendance (Final-End Semester)**

Year	No of Students	Promoted	Condoned	Detained
II/II	202	201	9	1
III/II	129	128	5	1
IV/II	118	118	11	0

Observations:
For every 15 days attendance calculation was done, information to parents over phone, mentor counseling to attendance shortage students all such information is maintained in the file.

Remarks/suggestions: Advised to do Effective follow up to reduce the shortage of attendance.

Section-3: Overall Observations and Recommendations

IQAC team has conducted periodical verification of various aspects pertaining to activities of entire semester. Find the following overall observations and recommendations for your department.

1) Advised to encourage all the students to do internships.
2) Advised to arrange more partial deliveries from industry experts.
3) Suggested to conduct more certificate courses and value added courses for the students.
4) Advised to organize industrial visits for all the students to fill the gap between industry and institute.
5) Advised to conduct workshops/ seminars to the students under each MoU in the coming semester.
6) Advised to organize career counselling programmes in the department for student's bright career.
7) Advised to organize PDPs for faculty on latest technologies.
8) Advised to organize more professional development programs for the non teaching staff.

Please ensure such or similar Non conduction/short comings do not recur in future.

Action Taken for previous Academic Administrative Audit (AAA):

1. **Advised to conduct more guest lectures by eminent speakers:**

   Three guest lectures were arranged by the department in this semester.

2. **Advised to conduct training sessions on Python programming:**

   Placement training sessions were arranged on python programming.

3. **Advised to organize career counselling programmes in the department for student's bright career:**

   Organized one career guidance programme.

1. Signature: _Penu_
(Name: _Dr Avs PrAsAm_ .)

2. Signature: _Ar_
(Name: _J Greenivael_ .)

3. Signature: _Santhail_
(Name: _N. Santhi Kumar_ .

4. Signature: _Samu_
(Name: _Dr. P Penohl eily_).