

**Department of Computer Science Engineering**

Academic Year: 2020-21

Semester: I

Post Semester Audit Check list:

Date: 27-03-2021

File No	Documents	Points/ Questionnaire	
1	2.1 Academic Calendar and Time Table	<ol style="list-style-type: none"> <li>Whether the department Calendar is prepared in line with institutional/University academic Calendar or Not?</li> <li>Any deviations in the department Academic calendar if so why?</li> <li>Is the subject allocation is done as per the interest and specialization of the faculty member?</li> <li>Can we see the mechanism of subject allocation?</li> <li>Is updated time table is available in the department as well as class room notice board?</li> <li>Whether the individual time table of the faculty members is available?</li> <li>Whether the classes/labs/tutorial classes are conducting as per the time table?</li> <li>Whether the Library/Sports/SWD/Soft Skills/CRT/Study Hours are running as per time table?</li> <li>Interaction with the students about the activities conducted mentioned in academic calendar.</li> </ol>	In academic calender some deviations are noticed in conduction of planned and conducted activities like technical seminars and Technical Workshops.
2	2.1 Technical Seminars	<ol style="list-style-type: none"> <li>How many Seminars/Guest lecture /Workshops are conducted?</li> <li>Justification of title of Workshops/Seminar/Guest Lecture?</li> <li>Why it is organized for Second/Third/Fourth year's students?</li> <li>Resource person details/Organization details.</li> <li>Report verification</li> </ol>	3 technical seminars and 3 Technical workshops are planned in academic calender, but only one conducted. Reports are available for the same, but need to update as per IQAC Templates.
	2.1 Guest lectures		

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2.1 Technical Workshops	<ol style="list-style-type: none"> <li>6. Student Attendance verification</li> <li>7. Student feedback</li> <li>8. Outcome of the event</li> <li>9. Interaction with the students about the activities conducted.</li> </ol>	<p>3 Guest lectures are planned in the academic calender. Inspite of that 4 Guest lectures are conducted.</p> <p>2 Expert lectures are planned &amp; conducted.</p>
2.2 Industrial institute interaction	<ol style="list-style-type: none"> <li>1. How many faculty members interacting with the industry in a semester?</li> <li>2. Is the industry interacted is related to the core domain of your department?</li> <li>3. How many faculty members interacted organizations with which the department is tie-up MoUs?</li> <li>4. What is the outcome of these interactions?</li> <li>5. Feed back of the faculty members who have visited the organizations.</li> <li>6. Verifications of the reports.</li> </ol>	<p>Online Industrial institute interaction is completed by three faculty members in the department. But need to maintain the reports for the same.</p>
2.2 Industrial visit	<ol style="list-style-type: none"> <li>1. Whether the industry visited is related to the core domains of department or not?</li> <li>2. Are the reports prepared by the students along with the faculty members of the visit?</li> <li>3. How many industries are visited with whom the department is tied up the MOU?</li> <li>4. Whether the department is taking feedback about the visit from the students?</li> <li>5. Interaction with the students about the visit.</li> </ol>	<p>No industrial visits due to the pandemic situation.</p>
2.2 Internal Examination & Evaluation	<ol style="list-style-type: none"> <li>1. Are the question papers for Mid-I and Mid-II are prepared as per blooms taxonomy (level explanation)?</li> <li>2. Verification of the marks award list.</li> <li>3. Verification of Scheme of evaluation.</li> <li>4. Checking the sample answer scripts/ objective papers with key/assignments randomly (Average, Good, Excellent).</li> </ol>	<p>Need to maintain the sample answered scripts in the file</p>
3.2 CO Attainment-Internal Examination	<ol style="list-style-type: none"> <li>1. Are we maintaining the Standard COs in the</li> </ol>	<p>Available</p>

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6	3.2 CO Attainment External Examination	department?	Available
	3.3A CO-PO & PSO Attainment	2. Verification of internal Mid-I & Mid-II CO attainments.	
	3.1 PSO-PO-CO Correlation	3. Verification of external CO attainment and overall attainment of the course.	
	7.1 PO and PSO Evaluation Action Taken	4. Action taken reports (related documents) to fill the gaps.	
8	7.1 PSO-PO-Evaluation	5. Verification of CAM and PAM.	Available
	4.2 Success Rate in the stipulated period of the program	6. Continuous evaluation of COs, POs, PSOs, PEOs etc.,	
	4.3 Academic Performance in Third Year	1. Verification of success rate as per the templates.	
	4.4 Academic Performance in Second Year	2. Are you maintaining supporting documents for the same?	
9	4.5 & 4.5A,B,C Placement, Higher Studies and Entrepreneurship	1. Show the academic performance of the Third Year students with proofs?	This academic year 2 students are placed related to core domain with Min& Max package of 3.36 LPA.  No students from the department
		1. Show the academic performance of the Second Year students with proofs?	
		<b>Placement:</b> 1. What is the percentage of placements in your department? 2. Show the letter/appointment letter/ID cards for the same? 3. How many students are placed in core domain? 4. What is the average package of the students till date? 5. What is minimum and maximum package of the students with company's details?	
		<b>Higher education:</b> 1. What is percentage of the students for higher studies? 2. Show us the break-up of enrollments in M-Tech/MS/MBA etc, with proofs? 3. Show us the details of qualifying/entrance examination proofs, M-Tech: GATE, PGECET.	

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	7.3 Improvement in Placement, Higher Studies and Entrepreneurship	<p>MS: GRE, TOEFEL, IELTS. MBA: CAT, MAT, XAT, ICET</p> <p><b>Entrepreneurship:</b></p> <ol style="list-style-type: none"> <li>1. What is percentage of Entrepreneurs in the department in a year?</li> <li>2. What is the year of establishment of company?</li> <li>3. What is the size of the company?</li> <li>4. On what technology these start-ups are based?</li> </ol>	Available
10	5.9 Visiting /Adjunct/Emeritus Faculty	<ol style="list-style-type: none"> <li>1. Verification of incremental improvements in details.</li> <li>1. Do you have Visiting/Adjunct/Emeritus faculty in the department? Provide details in : His/her profile Appointment letter Parent organization From which domain His/her time table Lecture on which topic</li> </ol>	No Visiting/Adjunct/Emeritus faculty in the department.
11	5.5 Implementation of innovative teaching learning methods	<p><b>Faculty:</b></p> <ol style="list-style-type: none"> <li>1. What are the innovative teaching methods implemented in the department?</li> <li>2. Are these methods really implemented? Show us the proofs.</li> <li>3. What is the pedagogy followed to implement this method? ( interaction with the faculty member)</li> <li>4. Could you achieve the objective?</li> <li>5. Do you like to have such activity more often?</li> </ol> <p><b>Students:</b></p> <ol style="list-style-type: none"> <li>1. What did you do in this activity?</li> <li>2. How was the participation/involvement of the students?</li> <li>3. What did you learn through this activity?</li> <li>4. Do you like to have such activity more often?</li> <li>5. Did the teacher give the feedback?</li> </ol>	Poll questions, Discussions, Assignment, Video recording lectures, break out rooms and Quizzes these are the methods followed in the department. For this methods interacted with individual faculty also. After conducting faculties are interacted with the students about their feedback. Need to maintain the attendance for the same

12	5.7 A Faculty Paper publications	<ol style="list-style-type: none"> <li>1. What is the number of publications in a semester?</li> <li>2. How many papers are published in reputed journals such as IEEE, ELSVERE, SCOPUS indexed and UGC care etc....</li> <li>3. How many papers are published in National and International conferences?</li> <li>4. How did the department support the faculty members to publish the paper?</li> </ol>	6 Paper publications done in the department (4 are Scopus indexed & 1 is UGC journal and 1 is international conference paper). Department is taken good initiation to support the faculty members for publishing the papers through Awareness programs
13	5.7 C Consultancy with Industry	<ol style="list-style-type: none"> <li>1. Do you have any consultancies (projects) with the industries?</li> <li>2. What is the outcome of faculty- industry visits?</li> <li>3. Do you have Consultancy projects through MOUs?</li> </ol>	No consultancies (projects) with the industries
14	6.2 Additional Laboratories Facilities	<ol style="list-style-type: none"> <li>1. Do you have Additional Laboratories apart from AICTE and JNTUH requirements?</li> <li>2. Show us the physical location the laboratory with equipments list?</li> <li>3. What is the frequency of accessing the facility by the students?</li> <li>4. What is the frequency of accessing the facility by the scholars/faculty members?</li> <li>5. How many external scholars are utilizing the facility?</li> </ol>	No Additional Laboratories Facilities
15	9.1 Mentor Mentee Circulars	<ol style="list-style-type: none"> <li>1. Did you circulate Mentor-Mentee circular to the students and faculty member? And is it displayed in the departmental notice board.</li> <li>1. Verification of interaction reports in CMS.</li> <li>2. Specific problems mentioned in the reports addressed by Mentor/HOD.</li> <li>3. What is frequency of Mentor-Mentee interaction?</li> <li>4. Interaction with the Mentees about mentoring process.</li> </ol>	Few faculty need to update Mentor comments in the CMS.
	9.1 Mentor Mentee Meeting Report		
16	9.2 Remedial Classes Attendance & Feedback	<ol style="list-style-type: none"> <li>1. Did you conduct the remedial classes?</li> <li>2. How did you inform the students?</li> <li>3. Show the schedule and attendance of the students?</li> <li>4. List the faculty member who conducts the remedial classes? And interaction with same faculty</li> </ol>	Need to maintain Remedial Classes Feedback in the department.
	9.2 Remedial Classes Schedule		

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		<ul style="list-style-type: none"> <li>member.</li> <li>5. Show the feedback of the students?</li> <li>6. How many students cleared their exams?</li> <li>7. Interaction with the students who attended the remedial classes.</li> </ul>	
	9.2 Study hours	<ul style="list-style-type: none"> <li>1. Did you conduct the study hours?</li> <li>2. List the subjects for which the study hours are conducted year wise?</li> <li>3. Show the attendance and feedback?</li> <li>4. Interaction with the students.</li> </ul>	No
	9.2 Action Plan for Difficult Subjects	<ul style="list-style-type: none"> <li>1. List the year wise difficult subjects?</li> <li>2. Mechanism of identifying the difficult subjects.</li> <li>3. Action taken by the department to make it easy.</li> <li>4. Supporting documents for the same.</li> <li>5. Interaction with the students.</li> </ul>	Available
17	9.2 Student Feedback (Google Form)	<ul style="list-style-type: none"> <li>1. How do you collect the feedback from the students?</li> <li>2. Show the student feedback Links?</li> <li>3. PDF and Excel sheet responses</li> <li>4. Analysis and action taken report, interaction with the faculty on feedback, poor and excellent feedback in the department.</li> <li>5. Specific improvement of faculty based on HOD suggestions</li> <li>6. Any specific remarks mention by the students is addressed by the department.</li> <li>7. List the few areas in which the department is improved from feedback-I to feedback-II?</li> <li>8. Checking with the students to know the problem mentioned in the feedback is addressed by the department.</li> </ul>	Only soft copy is available in the department, but need to Maintain Hard copies for the same.
	9.2 Student Feedback Action Taken Report		
	9.2 Student Feedback Analysis Report		
18	9.4 Student Self Learning	<ul style="list-style-type: none"> <li>1. What are the different platforms by which the students are learning themselves?</li> <li>2. How many students registered in MOOCs?</li> <li>3. How many students completed the online course and get certificates?</li> </ul>	Total 50 students attended and got certificates from C-Spoken tutorial. Students are watched YOUTUBE Channel for better understanding.

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		<ol style="list-style-type: none"> <li>What is percentage of students participated in Hackthan outside the institution?</li> <li>Are the students are watching the YOUTUBE videos for better understanding?</li> <li>Is there any other mean for self learning?</li> </ol>	
19	9.5 CRT Training Schedule	<ol style="list-style-type: none"> <li>What are the different areas focused in CRT?</li> <li>Whether the syllabus is shared with the students?</li> <li>Show the schedule for CRT?</li> <li>Verification of the reports</li> <li>Attendance of the students</li> <li>Feedback collected from the students and necessary measures taken by the department.</li> <li>Interaction with the students regarding the CRT.</li> </ol>	Not conducted CRT classes.
	9.5 CRT Training Report & Syllabus		
20	10.3 Department budget and expenditure	<ol style="list-style-type: none"> <li>Are you preparing the department budget for every academic year/Semester?</li> <li>Show the expenditure for the same?</li> <li>Supporting documents for expenditure.</li> <li>How much money spent on faculty for attending the FDP/STTP/Workshop etc.?</li> </ol>	Available
22	ADM-Circulars	<ol style="list-style-type: none"> <li>Department and Institutional level with outward number.</li> </ol>	Available
23	ADM-Faculty Leave - OD Information	<ol style="list-style-type: none"> <li>How many faculty members avail the OD in this semester?</li> <li>Are you maintaing the faculty leave record in the department?</li> <li>Interaction of the faculty member who has taken OD and checks the report/proof for the same.</li> </ol>	This Semester 02 faculty avail OD for Palle Srujana under UBA Program. They are maintaining record also.
25	ADM-Late comers monitoring, and action taken report	<ol style="list-style-type: none"> <li>Are you monitoring the late comers?</li> <li>What actions you are taking for the late comers in your department?</li> </ol>	Not applicable
26	ADM-Student cumulative attendance & Mentoring calling report	<ol style="list-style-type: none"> <li>Are you showing the fortnight and cumulative attendance to the students and taking the signatures</li> </ol>	Reports are available. they informed attendance through the mentors.

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	ADM-Student fortnight attendance & Mentoring calling report	<ol style="list-style-type: none"> <li>from them?</li> <li>Do you display the attendance in the department notice board?</li> <li>Did you identified the below 65% attendance students?</li> <li>Can you show me the mentor calling report for the same?</li> <li>What are the measures you are taking to improve student attendance percentage?</li> </ol>	Reports are available. they informed attendance through the mentors
27	ADM-Students Letters	<ol style="list-style-type: none"> <li>Are you maintaing the student's letters and summary report as per the template in the department?</li> </ol>	Department is maintaining letters.
28	General-Faculty Achievements	<ol style="list-style-type: none"> <li>List out the faculty achievement.</li> <li>Show the documents for the same.</li> <li>Did the department appreciate the faculty member who have achieved?</li> </ol>	File not showed in the department
29	NAAC-BOS Membership, Academic Council Membership	<ol style="list-style-type: none"> <li>How many faculty members have BOS Membership and academic council membership?</li> <li>List the organizations in which faculty members has membership?</li> <li>Show the documents for the same?</li> <li>Are they attended any meeting?</li> <li>Can we see the attendance for the same?</li> </ol>	No faculty members have BOS Membership and academic council membership in the department.
30	NAAC-Faculty Professional Body Membership	<ol style="list-style-type: none"> <li>How many paid memberships are there in the department?</li> <li>How many faculty members are participated in different activities through the membership?</li> <li>Can we see the report/certificates?</li> <li>Are they taking any leadership role in Professional Body Membership in particular area/zone?</li> </ol>	Department holds 10 paid faculty memberships in ACM, IEE, AAAL, MCSI, ISTE, CSI etc. only few proofs are available in the department for the same.
31	2.2 Project Based Assignments(PBA)	<ol style="list-style-type: none"> <li>Show us the list of PBA students, project title and their guides?</li> <li>How many PBA projects completed in last semester? Can we see the results/output and</li> </ol>	12 Batches completed PBA.Need to update the file as per IQAC templates

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		reports. 3. Is the title is related current semester subjects? 4. Interaction with the students 5. Show the best project from your department?	
	2.2 Mini, Main Projects and Case Studies	1. Are the titles are selected by the students on latest concepts? 2. How many reviews are conducted? 3. What is the performance of students in reviews? 4. Show the average, good, excellent, sample projects? 5. Number of core domains covered in the projects 6. Do you have any guidelines for the preparation of project reports? 7. Do you have transparent evaluation process to judge the student performance?	Titles are selected by students related to core domain based on Smart India Hackathon program. Total dept conducted 3 reviews with transparent evaluation process. Reports available for the same.
32	2.2 Student Internship	1. What is the percentage of students completed the internship. 2. Is that industry related to core domain of department? 3. What is the duration of the Internship? 4. Can we see the certificates (or) reports? 5. How many students completed the internships? 6. How many students are converted the internships to academic mini and major projects? 7. How many students are motivated to work on technologies on which internships completed?	Total 20 students are completed Internship out of 128 students from III <sup>rd</sup> Year. Through Internships two members are placed in ADP Company.
33	4.6 Professional Activities	1. Is the professional body (CSI, IETE, SAE, IEEE etc...) is active? 2. How many activities are conducted in association with professional body? 3. Can we see the reports, certificates, feedback, and attendance sheet? 4. In what way that activity is helpful for the students? 5. How many students are participated from outside institutions?	CSI is valid up to 31 <sup>st</sup> March 2022. Two activities conducted through CSI. Documents available for the same.

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34	5.6 Faculty participation in FDP/STTP	<ol style="list-style-type: none"> <li>1. How many faculty members attended FDP/STTPs a semester as per their own specialization/interest outside the institution?</li> <li>2. Whether the learning /outcomes are shared with students?</li> <li>3. How much money spent on the faculty members in a semester for attending the FDP?</li> <li>4. Did the department organize the FDP?</li> </ol>	They said File submitted to Accreditation cell. Not verified.
35	5.7 B R&D, Research funding projects	<p><b>R&amp;D(students):</b></p> <ol style="list-style-type: none"> <li>1. Who is the faculty member teaching the R&amp;D classes?</li> <li>2. Show the syllabus and time table?</li> <li>3. What are the objective and outcomes for the same?</li> <li>4. Any student is published the paper in journal with your guidance?</li> <li>5. Interaction with the students.</li> </ol> <p><b>Research funding projects:</b></p> <ol style="list-style-type: none"> <li>1. How many research proposals are submitted from your department for funding agencies?</li> <li>2. Show the related documents.</li> <li>3. Are you submitting research proposals to the IQAC for quality check?</li> <li>4. How much money is generated by your department through the funding projects?</li> <li>5. Did the department encourage the faculty members to write the research proposals?</li> </ol>	<p>Prof. Hari Krishna teaching R&amp;D classes. But documents not available in the department.</p> <p>Three research proposals submitted from the department to funding agencies.</p>
37	7.1 Academic Audit and action taken report	<ol style="list-style-type: none"> <li>1. Are you maintaing IQAC academic audit and action taken reports in the department?</li> <li>2. Action taken statement should be specific and time bound.</li> <li>3. Show the documents for the action taken?</li> </ol>	Reports are available in the department.
38	10.4 Library Utilization	<ol style="list-style-type: none"> <li>1. How many faculty members/students are utilizing central/department library service?</li> <li>2. What is the total number of books available in the department library</li> <li>3. Are you maintaining the register for issuing the books in the department?</li> </ol>	4. Informed faculties to visit library on regular basis and utilize the resources.



39	ADM-Alumni Information & Interaction	<ol style="list-style-type: none"> <li>1. Did you form department alumni?</li> <li>2. Show us the MOMs and action taken report?</li> <li>3. How many activities are conducted by department alumni?</li> <li>4. What is the contribution of alumni?</li> <li>5. Whether the alumni attending DAB meeting?</li> </ol>	<ol style="list-style-type: none"> <li>6. Informed N Srinivas to plan alumni meet update Alumni file</li> </ol>
40	ADM-Course files	<ol style="list-style-type: none"> <li>1. Whether all the subject course files are available? (Part-A and Part-B)</li> <li>2. Can we see at least one course file year wise?</li> <li>3. Is there a continuous improvement and updation found in the course file?</li> <li>4. Do you teach content beyond syllabus in any of the subjects?</li> <li>5. How do you fill the gaps if you find any?</li> <li>6. Do you identify and review pre-requisites to the students?</li> <li>7. Do you share the course files with the students?</li> </ol>	<ol style="list-style-type: none"> <li>8. Informed all faculties to update course file, Also informed Saraswati Mam to take follow up</li> </ol>
42	ADM-Lab Internal/External Timetable	<ol style="list-style-type: none"> <li>1. Are you maintaining the time table for lab internal and external examinations?</li> <li>2. Show us the sample scripts and mark lists?</li> <li>3. Any deviation from time table? Why?</li> <li>4. List of internal and external examiners?</li> </ol>	<ol style="list-style-type: none"> <li>5. Informed to K RK Reddy to maintain necessary documents</li> </ol>
43	ADM-MOU's	<ol style="list-style-type: none"> <li>1. How many MoUs the department holds?</li> <li>2. How many of them are functional?</li> <li>3. What are the activities conducted utilizing the MoUs?</li> <li>4. How many faculty members visited the industry with which the department holds MoUs?</li> <li>5. How is the department benefited through these MoUs?</li> <li>6. Have you renewed the expired MoUs?</li> <li>7. How many new MoUs for the current semester?</li> <li>8. How many students are placed in the companies with MoUs?</li> <li>9. How many students have completed projects/internship in the companies with MoUs?</li> </ol>	<ol style="list-style-type: none"> <li>12. 9 MoUs are active</li> </ol>

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		<p>10. What is the number of consultancy/funding projects offered by these companies?</p> <p>11. Do these organizations sponsor the events in the college?</p>	
44	ADM-Syllabus Coverage	<p>1. What is the frequency of checking the syllabus coverage?</p> <p>2. Are you verifying with the faculty members and students on syllabus coverage?</p> <p>3. What action have you taken if the syllabus is not covered?</p> <p>4. Cross-checking with the faculty member and the students?</p> <p>5. Are the faculty members covering the syllabus as per the JNTUH norms?</p>	<p>6. Syllabus Coverage we are checking fortnightly and inform faculties to cover the syllabus by conducting extra classes in case syllabus is lagging</p>
45	General-Student Achievements	<p>1. What are achievements of the students in the department?</p> <p>2. How does the department motivate the students?</p> <p>3. Does the department display the students achievement chart in various activities?</p>	<p>4. Inform Aswini Goud mam to collect information</p>
46	NAAC-Certification Courses	<p>1. How many certification courses are implemented?</p> <p>2. Give the list of the courses conducted</p> <p>3. List of recourse persons and their profiles</p> <p>4. Provide the circulars, schedule, syllabi, objectives, outcomes, reports, question papers, copies of scripts, student feedback and copies of the certificates.</p> <p>5. Cross checking with the students and resource person.</p>	<p>6. Due to covid situation certification courses not started.</p>
	NAAC-Value Added Courses	<p>1. How many value added courses are implemented?</p> <p>2. Give the list of the courses conducted</p> <p>3. List of recourse persons and their profiles</p> <p>4. Provide the circulars, schedule, syllabi, objectives, outcomes, reports, student feedback.</p> <p>5. Show us the copies of certificates if any?</p> <p>6. Cross checking with the students and resource person.</p>	<p>7. Due to covid situation value added courses not started.</p>

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### Additional Information

1	Department of Advisory Board (DAB)	<ol style="list-style-type: none"> <li>1. What is frequency of DABs?</li> <li>2. Show the list of DAB members?</li> <li>3. Show the circulars, MoMs and action taken reports?</li> <li>4. Did the alumni attending the DAB meetings?</li> <li>5. Any specific suggestions given by the DAB members to improve the quality of activities.</li> </ol>	6. Planned DAB meeting
2	Department Development Committee(DDC)	<ol style="list-style-type: none"> <li>1. What is the frequency of meetings?</li> <li>2. Can we see the MOMs and related documents for the same?</li> <li>3. Show the composition of DDC members?</li> <li>4. Budget and infrastructure is reviewed by the DDC?</li> <li>5. What are the different laboratories are upgraded based on the recommendations of DDC?</li> </ol>	3. DDC meetings are conducted on monthly basis to take follow up of the academic activities
3	Finance Committee(FC)	<ol style="list-style-type: none"> <li>1. What is the frequency of meetings?</li> <li>2. Can we see the MOMs and related documents for the same?</li> <li>3. Show the composition of FC members?</li> <li>4. Is Finance Committee (FC) involving expenses incurred and budgetary provision?</li> <li>5. Is Finance Committee (FC) scrutinizes and monitor the utilization of department budget?</li> <li>6. Can we see the plan of budget and expenditure for running of the department on day to day basis?</li> </ol>	2. FC meetings are conducted twice to take follow up the requirement and budget.
4	Program Assessment Committee (PAC)	<ol style="list-style-type: none"> <li>1. What is the frequency of meetings?</li> <li>2. Can we see the MOMs and related documents for the same?</li> <li>3. Show the composition of PAC members?</li> <li>4. Whether the stakeholders are involving in improving the POs, PSOs and PEOs.</li> <li>5. Can we see the specific suggestions by PAC to improve the attainment?</li> <li>6. What mechanism you are following to identify the</li> </ol>	PAC meetings are conducted twice in a semester to take follow up of slow and advanced learners and implementation of OBE

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		<p>slow and fast learners?</p> <p>7. Can we see the list of slow and fast learner's year wise?</p> <p>8. What are the specific activities are conducted to reach the expectations of fast learners?</p> <p>9. What are the specific activities are conducted for the slow learners to improve their learning levels?</p>	
5	Project Review Committee(PRC)	<p>1. What is the frequency of meetings?</p> <p>2. Can we see the MOMs and related documents for the same?</p> <p>3. Show the composition of PRC members?</p> <p>4. How the project batches are formed.</p> <p>5. What process you are following to assign the project titles to the students?</p> <p>6. How do you allot the guide for a particular batch?</p> <p>7. What is the frequency of project reviews?</p> <p>8. Can we see the rubrics for assessment of students in projects?</p> <p>9. Do you follow any guide lines for project report preparation?</p> <p>10. How many research papers are published based on the projects by the students?</p> <p>11. Show the list of good and average projects?</p> <p>12. Can we see the prototypes of different projects?</p>	<p>PRC committee meeting is conducted on monthly basis. PRC meetings details are available. Informed K RK Reddy to update all the necessary documents.</p>
6	Green Audit Committee(GAC)	<p>1. What is the frequency of meetings?</p> <p>2. Can we see the MOMs and related documents for the same?</p> <p>3. Show the composition of GAC members?</p> <p>4. Do you have MOU with any external agency for green audit?</p> <p>5. What is the frequency of green audits?</p> <p>6. Can you provide the audit reports of Water, Waste Disposal Audit, Energy audit, Environmental, Using Renewable Energy, Carbon accounting and Health Audit?</p>	<p>This committee is at institute level</p>

Document Softecopy Location:



7	Institution Development Committee(IDC)	<ol style="list-style-type: none"> <li>1. What is the frequency of meetings?</li> <li>2. Can we see the MOMs and related documents for the same?</li> <li>3. Show the composition of IDC members?</li> <li>4. Comprehensive development plan of the institution regarding academic, administrative and infrastructural growth, and enable college to foster excellence in curricular, co-curricular and extra-curricular activities</li> <li>5. Any specific recommendations to the management to encourage and strengthen research culture, consultancy and extension activities in the college?</li> <li>6. Did the IDC discuss the reports of the IQAC and make suitable recommendations?</li> <li>7. Are you consider and make appropriate recommendations on inspection reports, local inquiry reports, and audit report, report of National Assessment and Accreditation Council (NAAC) and NBA etc?</li> <li>8. Is IDC Planning the major annual events in the college, such as annual day, sports events, cultural events, etc?</li> <li>9. Is IDC involving in prepare the annual financial estimates (budget) and financial statements of the college or institution and recommend the same to the management for approval;</li> <li>10. Are you prepare the annual report on the work done by committee for the year ending on the 30th June and submit the same to the management of such college and the university?</li> </ol>	
8	MOOCs	<ol style="list-style-type: none"> <li>3. Whether all the faculty members are registering in MOOCs at the beginning of each semester?</li> <li>4. How many faculty members completed the courses</li> </ol>	7. Informed Dr. Jhade sir to update the file

Document Softcopy Location:

	<p>and got the certificates?</p> <p>5. Whether the students registering in MOOCs?</p> <p>6. How many students completed the courses and got the certificates?</p>	
9 Inter Institute Event Participation	<p>1. Are you identifying the technical fests conducted by different organizations?</p> <p>2. Are you encourage the students to participate in inter institute events?</p> <p>3. How many students participated and got the certificates?</p> <p>4. How many students participated in Hackathon outside the college?</p>	<p>5. Informed Sowjanya R and B N Jyothi to maintain details and update file</p>
10 Laboratory	<p>1. Whether all the students are maintaining observation notes, records and formal dress code?</p> <p>2. Are you maintaining the login register in each lab?</p> <p>3. Rubrics for evaluation of the students?</p> <p>4. Are you examining the students through Viva Voce in the lab?</p> <p>5. Lab manuals are available in the department as per the current semester?</p> <p>6. Whether the all equipments are available and working condition as per the curriculum for the current semester?</p> <p>7. Do you have any software laboratories in the current semester?</p> <p>8. What are the different software's you are using, whether the required software's are installed or not?</p> <p>9. Whether the lab manuals are available in the department as per the current semester?</p> <p>10. Can we see the purchase order/invoice of the equipment procure for the current semester?</p> <p>11. Cross check with the students and faculty member.</p>	<p>12. Informed to all Lab incharges and the concerned Lab course faculties to maintain all necessary documents.</p>
11 CMS	<p>1. Whether the faculty members posting attendance immediately after the class?</p> <p>2. Who is monitoring the CMS regularly?</p> <p>3. Did you share the credentials of the CMS with</p>	<p>7. Informed all faculties to update attendance on CMS and Mentoring also need to update on CMS. Also informed CMS coordinator to take</p>

Document, Softcopy Location:



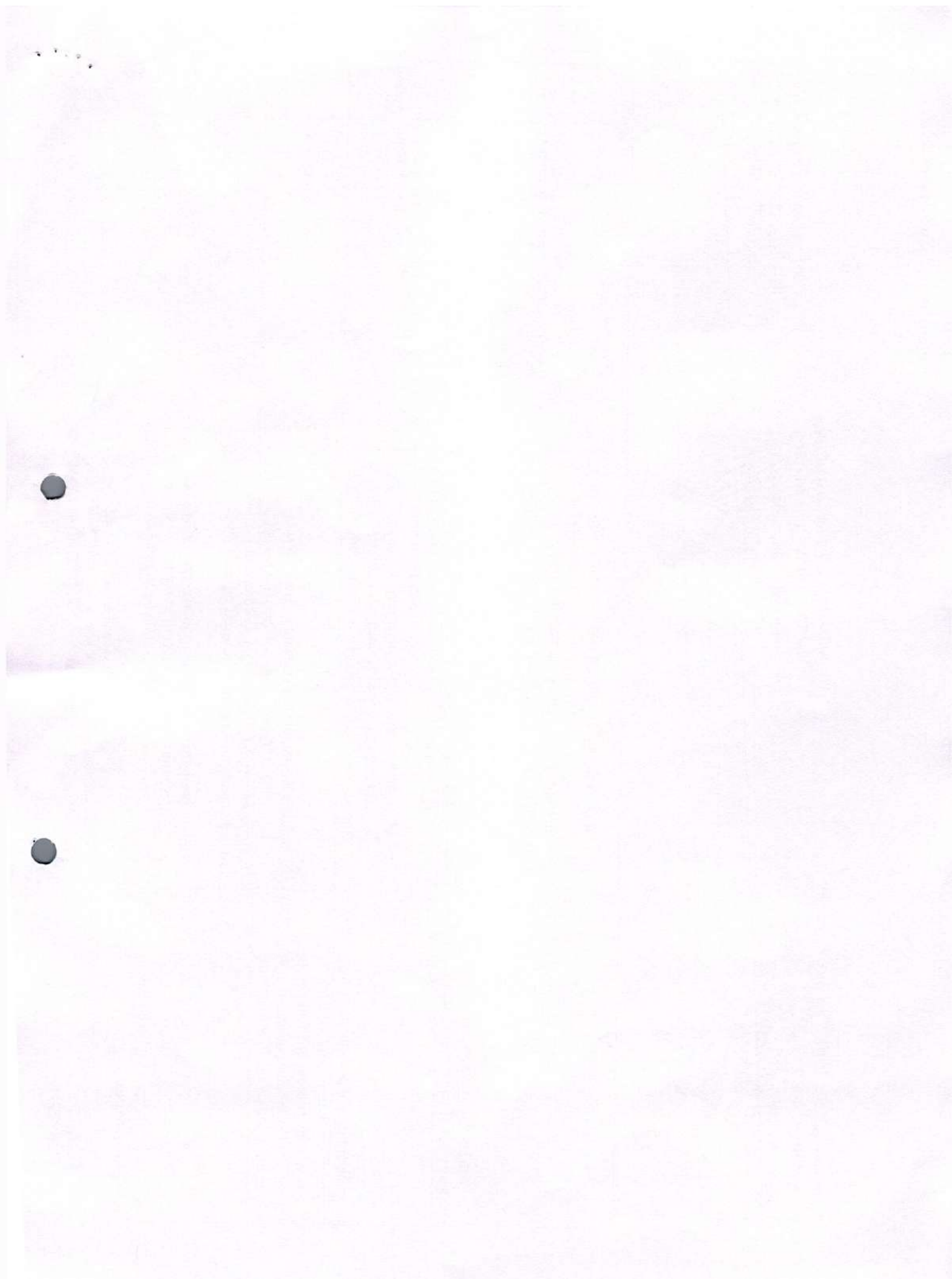
		<p>students and parents?</p> <p>4. Are you using the CMS for communication?</p> <p>5. Is Mentor-Mentee comments are updated in the CMS?</p> <p>6. Any specific problem shared by the students during the interaction is addressed by the Mentor/HOD?</p>	<p>follow up of the same</p>
12	Assignment	<p>1. Show the proofs for student assignments?</p> <p>2. How you are evaluating the student assignments?</p>	<p>3. Students assignments are available, also informed faculties to give assignments to the students and also conduct the student centric methods.</p>
13	Adapted villages	<p>1. Which village is adapted by your department?</p> <p>2. What are the different problems identified?</p> <p>3. What are the different activities conducted to address these problems?</p> <p>4. What is the frequency of visiting the village?</p>	<p>5. This is maintained at institute level</p>
14	Lecture Capturing System (LCS)	<p>1. Are the faculty shows the SWYAM/NPTEL videos in the classes?</p> <p>2. How many faculty members share their video lectures with the students?</p> <p>3. Did the department created the YOU TUBE channel to upload the faculty members lecture videos?</p> <p>4. Show us the video lectures uploaded in YOU TUBE?</p>	<p>5. Informed all faculties to record video lectures and upload on YouTube.</p>

**HOD**  
DEPARTMENT OF COMPUTER SCIENCE & ENGINEERING  
REDDY COLLEGE OF ENGINEERING & TECHNOLOGY  
CHILKUR (V), MOINABAD (M), R.R. DIST. T.S.

**IQAC**  
Coordinator  
KG Reddy College of Engineering & Technology  
Chilkur (V), Moinabad (M),  
Ranga Reddy Dist., Telangana.

**Chairman**  
**KG CHAIRMAN**  
KG Reddy College of Engineering & Technology  
Chilkur (V), Moinabad (M),  
Ranga Reddy Dist., Telangana.

Document Softcopy Location:



**Department of Computer Science and Engineering**

Academic Year: 2019-20

Month: August

Semester: I

Academic Audit Report

Date: 19-08-2019

File No	Documents	Checklist Type	Remarks By IQAC	Action Taken By HoD
1	2.1 Academic Calendar and Time Table	Semester	Need to schedule Department Advisory Board (DAB) meeting and maintain the minutes of meetings of the same. And need to follow the dept academic calendar.	Academic calendar is available and minutes of meeting are maintain in a new format
2	2.1 Technical Seminars	Monthly	Expert lecture is planned in the academic calendar but not conducted	Seminar is planned informed to concern faculties
	2.1 Guest lectures	Monthly	Guest lecturers is planned but not executed	One guest lecture conducted on block chain technology on 20 th august need to prepare the doc
	2.1 Technical Workshops	Monthly	Workshop is planned but not conducted	One workshop conducted on python for II-I 28 <sup>th</sup> to 30 <sup>th</sup> august also informed to concern faculties to conduct activities as per the plan.
3	2.2 Industrial institute interaction	Monthly	Till now no faculty visited industry for interaction, Suggested to encourage the faculty for visiting the industry.	Research group are formed and informed them to visit industries.
	2.2 Industrial visit	Monthly	Any Industry is not visited by the students till now, Planning to visit the Uptech idea labs as a part of IOT Maker space.	One visit completed Uptech idea labs and also informed faculty to plan visit.
4	2.2 Internal Examination & Evaluation	Midterm Exams Schedule		
5	3.2 CO Attainment-Internal Examination	Midterm Exams Schedule		
	3.2 CO Attainment External Examination	Semester		
	3.3A CO-PO & PSO Attainment	Semester		
6	3.1 PSO-PO-CO Correlation	Semester		

**Document Softcopy Location:**



	7.1 PO and PSO Evaluation Action Taken	Semester		
	7.1 PSO-PO-Evaluation	Semester		
7	4.1 Student enrollment ratio	Semester		
	4.2 Success Rate in the stipulated period of the program	Semester		
8	4.3 Academic Performance in Third Year	Semester		
	4.4 Academic Performance in Second Year	Semester		
9	4.5 & 4.5A,B,C Placement, Higher Studies and Entrepreneurship	Semester		
	7.3 Improvement in Placement, Higher Studies and Entrepreneurship	Semester		
	5.1 Student-Faculty Ratio (SFR)	Semester		
	5.3 Faculty Qualification	Semester	Need to be maintained in the department	Personal file maintain in the department
10	5.2 Faculty Cadre Proportion	Semester		
	5.9 Visiting Adjunct/Emeritus Faculty	Monthly	No Visiting Adjunct/Emeritus Faculty in the department	Discuss with the Principal sir
	5.4 Faculty retention	Semester		
11	5.5 Implementation of innovative teaching learning methods	Monthly	Few faculty members are implementing innovative teaching learning methods and documents available in the department for the same. need to continue with new template	Informed to all the faculty do it on regular basis.
12	5.7 A Faculty Paper publications	Monthly	No paper has been published from last one month.	Informed to doctorate and Asst. professor.
13	5.7 C Consultancy with Industry	Monthly	No consultancy project in the dept	Informed to doctorate and senior faculty for the consultancy project.
14	6.2 Additional Laboratories Facilities	Semester		
	6.1 Laboratory Information (NameEquipmentUtilizationTechnical	Semester		

**Document Softcopy Location:**

	Staff)			
15	9.1 Mentor Mentee Circulars	Monthly	Circulars are available in the department file.	
	9.1 MentorMenteeMeetingReport	Monthly	Completed for the month of August, need to take the initiations to address the students problems mentioned in the mentor mentee reports	
16	9.2 Remedial Classes Attendance & Feedback	Semester	Conducted the remedial classes for the present II year students, but no documents of Implementation	Informed to the concern faculty to submit in department.
	9.2 Remedial Classes Schedule	Semester	No schedule is available in the department in spite the remedial classes are conducted for the present II year students	Informed to the concern faculty to submit in department.
	9.2 Study hours	Monthly	study hours are not conducted till now	
	9.2 Action Plan for Difficult Subjects	Monthly	List is available in the department but no mechanism for finalizing the difficult subjects	
17	9.2 Student Feedback (Google Form)	Twice in a semester		
	9.2 StudentFeedbackActionTakenReport	Twice in a semester		
	9.2 StudentFeedbackAnalysisReport	Twice in a semester		
18	9.4 Student Self Learning	Monthly	Students are not registered in Massive Open Online Courses (MOOCs), few students are the members of IEEE which has to reviewed	Few registered in (MOOCs)
19	9.5 CRT Training Schedule	Monthly	Schedule is available with Dr, Shiv Shankar, need to be maintain in the department	Maintained
	9.5 CRT Training Report & Syllabus	Monthly	As of now three weeks are completed but yet to start preparing the report	Informed to Dr. Shiv Shankar
20	10.3 Department budget and expenditure	Semester		
21	ADM- Elective Subject Selection	Semester		
22	ADM-Circulars	Monthly	Arrange the circulars academic year wise	Maintained

**Document Softcopy Location:**



23	ADM-Faculty Leave - OD Information	Monthly	Maintaining the documents, need to be updated as per the new templates	Maintained
24	ADM-Faculty Work Load	Monthly	Maintaining the documents, need to be updated as per the new templates	Maintained
25	ADM-Late comers monitoring, and action taken report	Monthly	Still monitoring the late comers has to be improved and initiate the action plan	Warn the students not to repeat same in the future.
26	ADM-Student cumulative attendance & Mentoring calling report	Monthly	Maintaining the documents, but still continuous monitoring is required to improve the student attendance	Maintained
	ADM-Student fortnight attendance & Mentoring calling report	Monthly	Maintaining the documents, but still continuous monitoring is required to improve the student attendance	Maintained
27	ADM-Students Letters	Monthly	Need to maintain file	Maintained
28	General-Faculty Achievements	Monthly	No faculty achievements	Informed to the faculty to participate in the various activities.
29	NAAC-BOS Membership, Academic Council Membership	Semester	Dr.HemanthBhuyan has BOS membership but no documents is available in the department	Informed to Dr.HemanthBhuyan
30	NAAC-Faculty Professional Body Membership	Semester	Few faculty members have membership but no proof available in the department	Informed to faculty to submit proof.
31	2.2 Project Based Assignments(PBA)	Monthly	Not yet started	Started
	2.2 Mini, Main Projects and Case Studies	Monthly	Still the mini projects are not completed	Informed to RK Reddy
32	2.2 Student Internship	Monthly	Most of the students did the internship but few documents are available in the dept	Maintained
33	4.6 Professional Activities	Monthly	CSI has to be reviewed and make it functional	Informed to Raghu Kumar
34	5.6 Faculty participation in FDP/STTP	Monthly	Available in the department and still has to be updated in the new format	Maintained
35	5.7 B R&D, Research funding projects	Semester	No research funding projects, dept is about to apply MODROP	Two proposal applied for MODROP
36	5.8 Faculty performance appraisal and development system	Semester		
37	7.1 Academic Audit and action taken report	Monthly	IQAC audit report	

Document Softcopy Location:

38	10.4 Library Utilization	Monthly	Department library has to be strengthen and maintain the Department and Institutional library utilization documents	Informed to concern faculty
39	ADM-Alumni Information & Interaction	Monthly	Alumni information is available but no meetings and no interaction with the alumni recently.	Informed to faculty to submit plan for the alumni meet
40	ADM-Course files	Semester	Has to complete the course files for the present sem	completed
41	ADM-Faculty Weekly Dairy	Monthly	Maintaining and documents also available	
42	ADM-Lab Internal External Timetable	Semester		
43	ADM-MOU's	Semester	All 9 MOU's has to be reviewed and make them functionally/renewal	Informed to senior faculty to make the MOU functional and to conduct activity under those MOU.
44	ADM-Syllabus Coverage	Monthly	Has to be updated as per new format	Updated
45	General-Student Achievements	Monthly	No achievements	
46	NAAC-Certification Courses	Monthly	No certification courses started	Informed to concern faculty
	NAAC-Value Added Courses	Monthly	No value added course started	Informed to concern faculty
47	2.2 Orientation Program / Induction Program	Semester	Till now not completed the document.	Informed mentors to encourage students to participate in the various activities

**Note:** Out of 11 Faculty, all are registered in Massive Open Online Courses (MOOCs) and all are active in submitting the assignment

Except one faculty.

*[Signature]*  
HOD  
MEAS  
College of Engineering & Technology  
Chilkur (Village), Moinabad (Mandal), R. R Dist, TS-501504.  
**Document Softcopy Location:**

*[Signature]*  
COORDINATOR, IQAC  
KG Reddy College of Engineering & Technology  
Chilkur (Village), Moinabad (Mandal), R. R Dist, TS-501504.

*[Signature]*  
CHAIRMAN, IQAC  
KG Reddy College of Engineering & Technology  
Chilkur (Village), Moinabad (Mandal), R. R Dist, TS-501504.



**Department of Computer Science and Engineering**

Academic Year: 2019-20  
Academic Audit Report

Month: November

Semester: I  
Date: 13-11-2019

File No	Documents	Checklist Type	Remarks By IQAC	Action Taken By HoD
1	2.1 Academic Calendar and Time Table	Semester	Deviated from academic calendar	Planned for next semester
2	2.1 Technical Seminars	Monthly	No Technical Seminars conducted in the month of November	Due to exam and syllabus coverage
	2.1 Guest lectures	Monthly	No Guest lectures conducted in the month of November	Due to exam and syllabus coverage
	2.1 Technical Workshops	Monthly	No Technical Workshops conducted in the month of November	Due to exam and syllabus coverage
3	2.2 Industrial institute interaction	Monthly	No interaction with the industry in the month of November	Plan for next
	2.2 Industrial visit	Monthly	Visited on 30 <sup>th</sup> October and document is available	Available
4	2.2 Internal Examination & Evaluation	Midterm Exams Schedule	2 <sup>nd</sup> Mid Exam question papers and time table prepared as per the schedule	Available
5	3.2 CO Attainment-Internal Examination	Midterm Exams Schedule	Available in the department	Available
	3.2 CO Attainment External Examination	Semester		
	3.3A CO-PO & PSO Attainment	Semester		
6	3.1 PSO-PO-CO Correlation	Semester		
	7.1 PO and PSO Evaluation Action Taken	Semester		

Document Softcopy Location:

	7.1 PSO-PO-Evaluation	Semester		
7	4.1 Student enrollment ratio	Semester	Available in the department	Available
8	4.2 Success Rate in the stipulated period of the program	Semester	Maintaining in the department	Available
	4.3 Academic Performance in Third Year	Semester	Available in the department	Available
	4.4 Academic Performance in Second Year	Semester	Available in the department	Available
9	4.5 & 4.5A,B,C Placement, Higher Studies and Entrepreneurship	Semester	One candidate selected for Capgemini but no document is available	Preparing by raghu
	7.3 Improvement in Placement, Higher Studies and Entrepreneurship	Semester	No Improvement in Entrepreneurship	Motivated
10	5.1 Student-Faculty Ratio (SFR)	Semester	Soft copy available in the department	Preparing hard copy
	5.3 Faculty Qualification	Semester	Available in the department	Available
	5.2 Faculty Cadre Proportion	Semester	Soft copy is available in the department	Preparing hard copy
	5.9 Visiting Adjunct/Emeritus Faculty	Monthly	No Visiting Adjunct/Emeritus Faculty in the department	No
	5.4 Faculty retention	Semester	Soft copy is available in the department	Preparing hard copy
11	5.5 Implementation of innovative teaching learning methods	Monthly	Documents are available in the department.	Available
12	5.7 A Faculty Paper publications	Monthly	One paper selected for review	Available
13	5.7 C Consultancy with Industry	Monthly	No Consultancy with Industry	Presently No
14	6.2 Additional Laboratories Facilities	Semester	Planning for Blockchain with Idea Labs	planned
	6.1 Laboratory Information (Name Equipment Utilization Technical Staff)	Semester	Available in the department	Available
15	9.1 Mentor Mentee Circulars	Monthly	Available in the department.	Available

Document Softcopy Location:

	9.1 Mentor Mentee Meeting Report	Monthly	Only 4 Faculty members implementing and no action taken by HOD	Informed to concern
16	9.2 Remedial Classes Attendance & Feedback	Semester	Conducted the remedial classes for the present II year students and documents available in the department	Available
	9.2 Remedial Classes Schedule	Semester	Schedule is available in the department	Available
	9.2 Study hours	Monthly	Study hours are not conducted till now	
	9.2 Action Plan for Difficult Subjects	Monthly	Few Faculty members conducted slip tests for Difficult Subjects	Informed as per their requirem
17	9.2 Student Feedback (Google Form)	Twice in a semester	Feedback(Google Forms) link received from IQAC an circulated to class in charges	Available
	9.2 Student Feedback Action Taken Report	Twice in a semester	Available in the department	Available
	9.2 Student Feedback Analysis Report	Twice in a semester	Available in the department	Available
18	9.4 Student Self Learning	Monthly	Registered for TASK and IEEE	Available
19	9.5 CRT Training Schedule	Monthly	Available in the department	Available
	9.5 CRT Training Report & Syllabus	Monthly	Syllabus and attendance available in the department	Available
20	10.3 Department budget and expenditure	Semester	Document available in the department	Available
21	ADM- Elective Subject Selection	Semester	Available in the department	Available
22	ADM-Circulars	Monthly	Maintaining in the department	Available
23	ADM-Faculty Leave - OD Information	Monthly	Maintaining in the department	Available
24	ADM-Faculty Work Load	Monthly	Documents checked	Available
25	ADM-Late comers monitoring, and action taken report	Monthly	Documents checked	Available

Document Softcopy Location:




26	ADM-Student cumulative attendance & Mentoring calling report	Monthly	Available in the department	Available
	ADM-Student fortnight attendance & Mentoring calling report	Monthly	Available in the department	Available
27	ADM-Students Letters	Monthly	Maintaining in the department	Available
28	General-Faculty Achievements	Monthly	No Faculty achievements	Not yet
29	NAAC-BOS Membership, Academic Council Membership	Semester	No members	Not yet
30	NAAC-Faculty Professional Body Membership	Semester	No members	To be discuss with principal
31	2.2 Project Based Assignments(PBA)	Monthly	Implementing for 3 <sup>rd</sup> year	Available
	2.2 Mini, Main Projects and Case Studies	Monthly	Mini projects are still in process	Planned for final viva
32	2.2 Student Internship	Monthly	No Internships in this month	No
33	4.6 Professional Activities	Monthly	No Activities in this month	No
34	5.6 Faculty participation in FDP/STTP	Monthly	No Faculty participation in FDP/STTP	No
35	5.7 B R&D, Research funding projects	Semester	No Research funding projects	Applied to MODROB, DEIT, SERB bodies
36	5.8 Faculty performance appraisal and development system	Semester	No Faculty performance appraisal	Now Available
37	7.1 Academic Audit and action taken report	Monthly	IQAC audit report	Available
38	10.4 Library Utilization	Monthly	Encourage the Faculty members to utilize the departmental library and maintain the issue details in register	Motivated
39	ADM-Alumni Information & Interaction	Monthly	No Alumni interaction in this month	No


Document Softcopy Location:

40	ADM-Course files	Semester	Need to be maintained hard copy in the department	Preparing
41	ADM-Faculty Weekly Dairy	Monthly	Only 4 Faculty members data is available and rest of the Faculty members are not following	Informed to concerned
42	ADM-Lab Internal External Timetable	Semester	Soft copy is available in the department	available
43	ADM-MOU's	Semester	All 9 MOU's has to be reviewed and make them functionally/renewal	Discussed with Concern
44	ADM-Syllabus Coverage	Monthly	Not available in the department	Informed to prepare
45	General-Student Achievements	Monthly	One student selected for Capgemini but no document is available in the department	Informed to Mr.Raghu
46	NAAC-Certification Courses	Monthly	No Certification courses in the department	Advanced C.OOPS using JAV, Softcopy available
	NAAC-Value Added Courses	Monthly	No Certification courses in the department	Python programming, Availabl in softcopy
47	2.2 Orientation Program / Induction Program	Semester	Orientation program report is available in the department	Available.

**Note:** Out of 23 Faculty, all are registered in Massive Open Online Courses (MOOCs) and 20 are active in submitting the assignment

2 Faculty members completed exam.

  
**HOD**  
DEPT. OF COMPUTER SCIENCE & ENGINEERING  
KG REDDY COLLEGE OF ENGINEERING & TECHNOLOGY  
CHILKUR (V), MOINABAD, R.R. DIST.501 504.

  
**Coordinator**  
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Ranga Reddy Dist.,Telang.

  
**Chairman**  
**CHAIRMAN, IQAC**  
KG Reddy College of Engineering & Technology  
Chilkur (V), Moinabad (M)  
Ranga Reddy Dist.,Telangana

Document Softcopy Location:



**Department of Computer Science and Engineering**

Month: October

Academic Year: 2019-20

Academic Audit Report

Semester: I

Date: 16-10-2019

File No	Documents	Checklist Type	Remarks By IQAC	Action Taken ByHoD
1	2.1 Academic Calendar and Time Table	Semester	Following the department as per academic calendar	Maintaining
2	2.1 Technical Seminars	Monthly	No Technical Seminars conducted	Informed to Jayabharathi, Raghu Kumar
	2.1 Guest lectures	Monthly	Conducted and need to maintain the document	Informed Sowjanya mam to colle document
	2.1 Technical Workshops	Monthly	Conducted but need to maintain the report in the department	Available
3	2.2 Industrial institute interaction	Monthly	Reports available in the department	Available
	2.2 Industrial visit	Monthly	2 Faculty members interacted and Reports available in the department	Available
4	2.2 Internal Examination & Evaluation	Midterm Exams Schedule	Available in the department	Available
5	3.2 CO Attainment-Internal Examination	Midterm Exams Schedule	Available in the department	Available
	3.2 CO Attainment External Examination	Semester		
	3.3A CO-PO & PSO Attainment	Semester		
6	3.1 PSO-PO-CO Correlation	Semester		
	7.1 PO and PSO Evaluation Action Taken	Semester		
	7.1 PSO-PO-Evaluation	Semester		

Document Softcopy Location:

7	4.1 Student enrollment ratio	Semester	Need to maintain 19-20 academic year Student enrollment ratio	Under preparation
8	4.2 Success Rate in the stipulated period of the program	Semester	Maintaining in the department	Maintaining
	4.3 Academic Performance in Third Year	Semester	Available in the department	Available
	4.4 Academic Performance in Second Year	Semester	Available in the department	Available
9	4.5 & 4.5A,B,C Placement, Higher Studies and Entrepreneurship	Semester	Need to be maintain in the department	Completed, but to be put in file
	7.3 Improvement in Placement, Higher Studies and Entrepreneurship	Semester	Need to be maintain in the department	Completed, but to be put in file
10	5.1 Student-Faculty Ratio (SFR)	Semester	Soft copy available in the department	available
	5.3 Faculty Qualification	Semester	Available in the department	Available
	5.2 Faculty Cadre Proportion	Semester	Available in the department	Available
	5.9 Visiting Adjunct/Emeritus Faculty	Monthly	No Visiting Adjunct/Emeritus Faculty in the department	No visiting
	5.4 Faculty retention	Semester	2019-20 academic year Faculty retention data is available	Available
11	5.5 Implementation of innovative teaching learning methods	Monthly	Documents are available in the department.	Available
12	5.7 A Faculty Paper publications	Monthly	No paper has been published. Suggested to encourage the faculties to publish the paper	Suggested to faculties
13	5.7 C Consultancy with Industry	Monthly	No Consultancy with Industry	Dr.Basavaraj submitted one proposal with Syscon
14	6.2 Additional Laboratories Facilities	Semester	Planning for Black chain with Idea Labs	Under planning
	6.1 Laboratory Information (Name Equipment Utilization Technical Staff)	Semester	Available in the department	Available
15	9.1 Mentor Mentee Circulars	Monthly	Circulars are prepared and maintaining in the department.	Maintained

Document Soft copy Location:



	9.1 Mentor Mentee Meeting Report	Monthly	Available in the department and need to be maintain action taken report	Available
16	9.2 Remedial Classes Attendance & Feedback	Semester	Conducted the remedial classes for the present II year students and documents available in the department	Available
	9.2 Remedial Classes Schedule	Semester	No Schedule is available in the department	Informed Raghu to collect
	9.2 Study hours	Monthly	study hours are not conducted till now	Yet to start
	9.2 Action Plan for Difficult Subjects	Monthly	List is available in the department but no mechanism for finalizing the difficult subjects	Providing extra hrs for difficult subjects
17	9.2 Student Feedback (Google Form)	Twice in a semester	Feedback(Google Forms) link received from IQAC an circulated to class in charges	Available
	9.2 Student Feedback Action Taken Report	Twice in a semester	Preparing report	Preparing
	9.2 Student Feedback Analysis Report	Twice in a semester	Soft copy is available	Available
18	9.4 Student Self Learning	Monthly	Good number of Students registered in Massive Open Online Courses (MOOCs). Spoken tutorial, maker space but need to be maintain document in the	Preparing document
19	9.5 CRT Training Schedule	Monthly	Available in the department	Available
	9.5 CRT Training Report & Syllabus	Monthly	Syllabus and attendance available in the department	Available
20	10.3 Department budget and expenditure	Semester	Soft copy is available	Softcopy Available
21	ADM- Elective Subject Selection	Semester	Available in the department	Available
22	ADM-Circulars	Monthly	Maintaining in the department	Available
23	ADM-Faculty Leave - OD Information	Monthly	Maintaining in the department	Available
24	ADM-Faculty Work Load	Monthly	Maintaining in the department and update all the Faculty work load	Available
25	ADM-Late comers monitoring, and	Monthly	Need to be update action taken report	Updating

Document Softcopy Location:

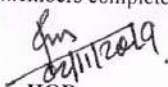
	action taken report			
26	ADM-Student cumulative attendance & Mentoring calling report	Monthly	Available in department and Need to be maintain Mentoring calling report	Available
	ADM-Student fortnight attendance & Mentoring calling report	Monthly	Available in department and Need to be maintain Mentoring calling report	Available
27	ADM-Students Letters	Monthly	Maintaining in the department	Maintaining
28	General-Faculty Achievements	Monthly	No Faculty achievements	Motivated to faculty
29	NAAC-BOS Membership, Academic Council Membership	Semester	Dr. Hemanthbhuyan has BOS membership	Available
30	NAAC-Faculty Professional Body Membership	Semester	Few faculty members have membership	Available
31	2.2 Project Based Assignments(PBA)	Monthly	Batches formed and abstracts received from few students. Need to maintain documents as per new template	Maintaining
	2.2 Mini, Main Projects and Case Studies	Monthly	Mini projects are still in process. Some of the batches submitted the abstracts	Under process
32	2.2 Student Internship	Monthly	Need to maintain the list as per new template	Informed
33	4.6 Professional Activities	Monthly	CSI has to be reviewed and make it functional	Under Discussion
34	5.6 Faculty participation in FDP/STTP	Monthly	No Faculty participation in FDP/STTP	Encouraged to participate
35	5.7 B R&D, Research funding projects	Semester	1 Proposal submitted and Applied for 2 projects but no document is available in the department,	2-MODROB proposals submitted 1-DEITY-proposals submitted 2-SERB-proposals under preparatic
36	5.8 Faculty performance appraisal and development system	Semester		
37	7.1 Academic Audit and action taken report	Monthly	IQAC audit report	Available
38	10.4 Library Utilization	Monthly	Need to maintain in the department	Informed Mantesh patil




				Accredited by NAAC
39	ADM-Alumni Information & Interaction	Monthly	Available in the department	Available
40	ADM-Course files	Semester	Soft copies are available in the department. Some course files are in progress	Available
41	ADM-Faculty Weekly Dairy	Monthly	Few Faculty data Maintaining in the department	Available
42	ADM-Lab Internal External Timetable	Semester	Schedule is available in the department	Available
43	ADM-MOU's	Semester	All 9 MOU's has to be reviewed and make them functionally/renewal	Under review
44	ADM-Syllabus Coverage	Monthly	Maintaining in the department	Maintaining
45	General-Student Achievements	Monthly	No achievements	Encouraged
46	NAAC-Certification Courses	Monthly	Certification courses started but need to be maintain document in the department	Under progress
	NAAC-Value Added Courses	Monthly	Certification courses started but need to be maintain document in the department	Under progress
47	2.2 Orientation Program / Induction Program	Semester	Orientation program report is available in the department	Available.

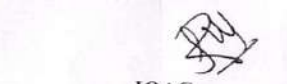
**Note:** Out of 23 Faculty, all are registered in Massive Open Online Courses (MOOCs) and 20 are active in submitting the assignment

2 Faculty members completed exam.

  
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K.G. REDDY COLLEGE OF ENGINEERING & TECHNOLOGY  
CHILKUR (V), MOINABAD, R.R. DIST. 501 504.

  
IQAC  
Coordinator, IQAC  
K.G. Reddy College of Engineering & Technology  
Chilkur (V), Moinalbad  
R.R. Dist, Telangana

  
IQAC  
Chairman, IQAC  
K.G. Reddy College of Engineering & Technology  
Chilkur (V), Moinalbad  
R.R. Dist, Telangana

Document Softcopy Location:

**Department of Computer Science and Engineering**

Month: September

Semester: I

Date: 04-09-2019

Academic Year: 2019-20  
Academic Audit Report

File No	Documents	Checklist Type	Remarks By IQAC	Action Taken By HoD
1	2.1 Academic Calendar and Time Table	Semester	Maintaining in the department and also following the academic calendar	Available
2	2.1 Technical Seminars	Monthly	Expert Lecture conducted but need to maintain the report in the department.	Informed to Jayabharathi, Raghu Kumar
	2.1 Guest lectures	Monthly	Not conducted, in spite it is planned.	Informed to the concerned faculties: Venkateswarlu, B.N. Jyothi, and N. Srinivas
	2.1 Technical Workshops	Monthly	Conducted but need to maintain the report in the department as per new template.	Informed to Sowjanya and Ashwini
3	2.2 Industrial institute interaction	Monthly	M. Jyothi madam and Sagarika madam visited Uptech idea labs. But no reports available in the department	Informed to all faculties
	2.2 Industrial visit	Monthly	Any Industry is not visited by the students till now. But planning to visit Infosys with 3 <sup>rd</sup> year students on September 9 <sup>th</sup>	Asked T&P Cell to arrange visit for students
4	2.2 Internal Examination & Evaluation	Midterm Exams Schedule	Internal Lab exams running as per the schedule	Conducted
5	3.2 CO Attainment-Internal Examination	Midterm Exams Schedule		Informed to subject faculties
	3.2 CO Attainment External Examination	Semester		
	3.3A CO-PO & PSO Attainment	Semester		
6	3.1 PSO-PO-CO Correlation	Semester		
	7.1 PO and PSO Evaluation Action Taken	Semester		

**Document Softcopy Location:**



	7.1 PSO-PO-Evaluation	Semester		
7	4.1 Student enrollment ratio	Semester		
8	4.2 Success Rate in the stipulated period of the program	Semester		
	4.3 Academic Performance in Third Year	Semester		
	4.4 Academic Performance in Second Year	Semester		
9	4.5 & 4.5A,B,C Placement, Higher Studies and Entrepreneurship	Semester		
	7.3 Improvement in Placement, Higher Studies and Entrepreneurship	Semester		
10	5.1 Student-Faculty Ratio (SFR)	Semester		Available
	5.3 Faculty Qualification	Semester	Maintaining in the department as per new template	Available
	5.2 Faculty Cadre Proportion	Semester		
	5.9 Visiting Adjunct/Emeritus Faculty	Monthly	No Visiting Adjunct/Emeritus Faculty in the department	Informed to Vinay (Admin Office)
	5.4 Faculty retention	Semester		
11	5.5 Implementation of innovative teaching learning methods	Monthly	5 Faculty members implemented and documents are available in the department.	Informed to faculties to implement
12	5.7 A Faculty Paper publications	Monthly	No paper has been published from last couple of months. Suggested to encourage the faculties to publish the paper	Encouraged all faculties to increase their publication
13	5.7 C Consultancy with Industry	Monthly	About to apply for CISCKON project	Dr. Basavaraj is working on the project
14	6.2 Additional Laboratories Facilities	Semester		
	6.1 Laboratory Information (Name Equipment Utilization Technical Staff)	Semester		

**Document Softcopy Location:**



15	9.1 Mentor Mentee Circulars	Monthly	Circulars are prepared and maintaining in the department.	Available
	9.1 MentorMenteeMeetingReport	Monthly	Out of 16 mentors only 6 mentors submitted report, please cross check with the students for mentor mentee.	Informed to all mentors to prepare reports
16	9.2 Remedial Classes Attendance & Feedback	Semester	Conducted the remedial classes for the present II year students, but no documents of Implementation	Informed to Raghu to collect required document from H&S Department
	9.2 Remedial Classes Schedule	Semester	Schedule is available in the department	Available
	9.2 Study hours	Monthly	study hours are not conducted till now	Informed faculties to conduct extra study hours and prepare report
	9.2 Action Plan for Difficult Subjects	Monthly	List is available in the department but no mechanism for finalizing the difficult subjects	Conducting 2 extra classes per week
17	9.2 Student Feedback (Google Form)	Twice in a semester	Feedback(Google Forms) link received from IQAC an circulated to class in charges	Analysis is pending
	9.2 StudentFeedbackActionTakenReport	Twice in a semester		
	9.2 StudentFeedbackAnalysisReport	Twice in a semester		
18	9.4 Student Self Learning	Monthly	6 Students from final year and 2 students from third year registered in Massive Open Online Courses (MOOCs).	
19	9.5 CRT Training Schedule	Monthly	Available in the department	
	9.5 CRT Training Report & Syllabus	Monthly	Syllabus and attendance available in the department	
20	10.3 Department budget and expenditure	Semester		
21	ADM- Elective Subject Selection	Semester	Need to prepare summery report and maintain as per new template	
22	ADM-Circulars	Monthly	Maintaing in the department but need arrange date wise	
23	ADM-Faculty Leave - OD Information	Monthly	Maintaing in the department as per new template	

**Document Softcopy Location:**

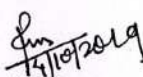
24	ADM-Faculty Work Load	Monthly	Maintaining in the department as per new template	
25	ADM-Late comers monitoring, and action taken report	Monthly	Information given to parents and need continuous monitoring for regular late comers.	
26	ADM-Student cumulative attendance & Mentoring calling report	Monthly	Available in department and continuous monitoring is required to improve the attendance	
	ADM-Student fortnight attendance & Mentoring calling report	Monthly	Available in department and continuous monitoring is required to improve the attendance	
27	ADM-Students Letters	Monthly	Need to maintain list as per new template	
28	General-Faculty Achievements	Monthly	No Faculty achievements	
29	NAAC-BOS Membership, Academic Council Membership	Semester	Dr. Hemanthbhuyan has BOS membership. Document is available in the department	
30	NAAC-Faculty Professional Body Membership	Semester	Few faculty members have membership but only one proof is available in the department	
31	2.2 Project Based Assignments(PBA)	Monthly	Batches formed and abstracts received from few students. Need to maintain documents as per new template	
	2.2 Mini, Main Projects and Case Studies	Monthly	Mini projects are still in process. Some of the batches submitted the abstracts	
32	2.2 Student Internship	Monthly	Need to maintain the list as per new template	
33	4.6 Professional Activities	Monthly	CSI has to be reviewed and make it functional	
34	5.6 Faculty participation in FDP/STTP	Monthly	Need to maintain as per new format	
35	5.7 B R&D, Research funding projects	Semester	Applied for 2 projects but no document is available in the department,	
36	5.8 Faculty performance appraisal and development system	Semester		
37	7.1 Academic Audit and action taken report	Monthly	IQAC audit report	
38	10.4 Library Utilization	Monthly	Need to maintain new format in the department	


**Document Softcopy Location:**




39	ADM-Alumni Information & Interaction	Monthly	Department has alumni association but no meeting is conducted and interaction is also not happened.	
40	ADM-Course files	Semester	Updated and soft copies are available in the department. Some course files are in progress	
41	ADM-Faculty Weekly Dairy	Monthly	Maintaining in the department	
42	ADM-Lab Internal External Timetable	Semester	Schedule is available in the department	
43	ADM-MOU's	Semester	All 9 MOU's has to be reviewed and make them functionally/renewal	
44	ADM-Syllabus Coverage	Monthly	Need to maintain as per new template	
45	General-Student Achievements	Monthly	No achievements	
46	NAAC-Certification Courses	Monthly	No certification courses started	
	NAAC-Value Added Courses	Monthly	No value added course started	
47	2.2 Orientation Program / Induction Program	Semester	Orientation program report is available in the department	

**Note:** Out of 11 Faculty, all are registered in Massive Open Online Courses (MOOCs) and all are active in submitting the assignment Except one faculty.

  
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IQAC  
COORDINATOR  
KG REDDY COLLEGE OF ENGINEERING & TECHNOLOGY  
CHILKUR (V), MOINABAD (M),  
Ranga Reddy Dist, Telangana

  
IQAC  
CHAIRMAN  
KG REDDY COLLEGE OF ENGINEERING & TECHNOLOGY  
CHILKUR (V), MOINABAD (M),  
Ranga Reddy Dist, Telangana.

**Document Softcopy Location:**



## Department of Computer Science and Engineering

### IMPROVEMENT IN THE QUALITY OF STUDENTS ADMITTED TO THE PROGRAM

S. No	Academic Year	No. of students admitted(State/University /Level Entrance-EMCET)	No. of students admitted(Lateral Entry - ECET)	Opening Rank	Closing Rank
1	2020-21	63	10	16510	78345
1	2019-20	68	10	23632	94958
2	2018-19	80	01	31398	99071
3	2017-18	77	02	37201	103001

*[Signature]*

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## Department of Computer Science and Engineering

### **ACTIONS TAKEN BASED ON THE RESULTS OF EVALUATION OF EACH OF THE POs & PSOs**

#### **SUMMARY SHEET**

<b>S. No</b>	<b>Type of Activity</b>	<b>Practices for Attainment of POs and PSOs</b>
1	Professional Activities	<ul style="list-style-type: none"> <li>• Workshops</li> <li>• Guest Lectures</li> <li>• Expert Lectures</li> <li>• Seminars</li> </ul>
2	Teaching Learning Activities	<ul style="list-style-type: none"> <li>• Think –Pair Share</li> <li>• Collaborative Learning</li> <li>• Breakout Rooms</li> <li>• Assignments</li> <li>• JAM</li> <li>• Quiz</li> <li>• Discussion</li> </ul>
3	Extracurricular Activities	<ul style="list-style-type: none"> <li>• NSS</li> <li>• UBA</li> </ul>
4	Co-curricular Activities	<ul style="list-style-type: none"> <li>• Online Courses</li> <li>• Internships</li> <li>• Project Expos</li> <li>• Poster Presentations</li> <li>• Technical Activities(Quiz ,Coding etc)</li> </ul>



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## Department of Computer Science and Engineering

### ACADEMIC AUDIT INFORMATION

#### SUMMARY SHEET

S. No	Type of Audit	Data to be Checked	Example
1	Pre- Semester Audit	Preparation of Department Upcoming Semester	<ul style="list-style-type: none"> <li>• Academic Calendar</li> <li>• Time Tables</li> <li>• Subject Allocation</li> </ul>
2	Mid-Semester Audit	Ongoing Progress of department with respect academic calendar	<ul style="list-style-type: none"> <li>• Conduction of Classes and Events</li> <li>• Students Attendance</li> <li>• Syllabus Coverage</li> </ul>
3	Post-Semester Audit	Completion Outcome of Various Department Activities	<ul style="list-style-type: none"> <li>• Result Analysis</li> <li>• Activity Reports</li> <li>• Conduction of Lab Exams etc.</li> </ul>

*[Signature]*

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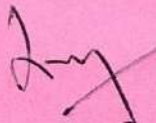


## **Department of Computer Science and Engineering**

### **IMPROVEMENT IN PLACEMENT, HIGHER STUDIES AND ENTREPRENEURSHIP**

#### **SUMMARY SHEET**

S. No	Academic Year	Total no. of Students	No. of Students Placed in Companies	No. of Students Admitted to Higher Studies	No. of Students Turned Entrepreneur
1	2020-21	112	On-going	-	-
1	2019-20	98	42	01	-
2	2018-19	90	60	09	-
3	2017-18	86	31	17	02
4	2016-17	38	24	13	-

  
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