

Approved by All India Council for Technical Education (AICTE), New Delhi.
Affiliated to Visvesvaraya Technological University (VTU) Belagavi, Recognized by Govt. of Karnataka

INTERNAL QUALITY ASSURANCE CELL

Report on Academic Audit & Action Taken Academic Year: (2018-2019)

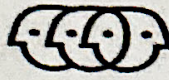
ACADEMIC AUDIT (2018-19) - ODD & EVEN SEMESTER

The Academic Audit was conducted on 03.09.2019 and 04.09.2019 for the Academic Year (2018-19). The Audit was conducted to provide an opportunity for a regular Strategic Review of Teaching and Learning Activities of the Departments.

The Self Evaluation Document was presented by the Heads of Departments to the Auditor. The Auditor has gone through the documents provided by the Departments and verified based on the Standard Check List (Questionnaires). The Consolidated Report was prepared based on the findings of the Auditor, the Suggestions for Improvement and Action Taken Report is given in the following sections.

Auditor:

Dr. Basavaraj C
Professor & HOD,
Department of ECE,
Cambridge Institute of Technology



EAST POINT COLLEGE OF ENGINEERING & TECHNOLOGY



Approved by All India Council for Technical Education (AICTE), New Delhi.
Affiliated to Visvesvaraya Technological University (VTU) Belagavi, Recognized by Govt. of Karnataka

INTERNAL QUALITY ASSURANCE CELL

CIRCULAR

Date: 03-09-2019

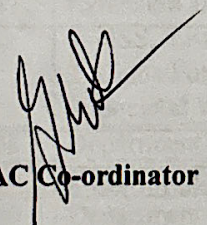
Sub: External Academic Audit for the Academic Year (2018-19) - ODD & EVEN

Time: 10.00 AM - 4.30 PM

Academic Audit Schedule

Sl No	Date	Time	Departments
1	03-09-2019	10.00 AM - 1 1.30 AM	Civil
2		12.00 PM - 1.30 PM	CSE
3		01.30 PM - 02.00 PM	Lunch
4		02.00 PM - 03.30 PM	ECE
5		03.30 PM - 04.30 PM	Basic Science
6	04-09-2019	10.00 AM - 1 1.30 AM	EEE
7		12.00 PM - 01.30 PM	Mech
8		01.30 PM - 02.00 PM	Lunch
9		02.00 PM - 03.30 PM	ISE
10		03.30 PM - 04.30 PM	Report writing & Exit Meeting

All the Heads of the Departments are requested to keep the documents ready for the External Audit.


IQAC Co-ordinator


Dean IQAC

DEAN

Internal Quality Assurance
East Point Group of Institutions.
Bangalore - 560 049.



EAST POINT COLLEGE OF ENGINEERING & TECHNOLOGY



Approved by All India Council for Technical Education (AICTE), New Delhi.
Affiliated to Visvesvaraya Technological University (VTU) Belagavi. Recognized by Govt. of Karnataka

List of Files to be Audited

Sl No	Parameters
1	Vision and Mission of the Department, Academic Calendar AY (2018-2019)
2	Board of Studies - Minutes, Regulations, curriculum and Syllabus for Regulation (2018) and VTU
3	Curriculum Enrichment in Regulations
4	Department Budget File
5	Department Circular & Faculty Meeting Minutes
6	Department Library (Book List, Students and Faculty Accession Record)
7	List of Laboratories and Equipment's and List of Equipment's costing more than 2 Lakhs
8	Industry Linked Laboratories and Augmented Facilities
9	Record of Centre of Excellence
10	Record of MoU's Signed
11	Record of Consultancy and Patents
12	Major / Minor / Other Research Projects and Proposal (Completed, Ongoing and Submitted)
13	Programmes Organized in the Dept. (Please verify No. of Programmes Organized with Proof)
14	Students Admission and Scholarship
15	Students Data
16	Students Attendance (Please verify the Master Attendance)
17	Continuous Internal Assessment Test Analysis
18	Remedial Classes AY (2018-19)
19	End Semester Exam Result Analysis
20	Students Examination Performance
21	Remedial Classes AY (2018-19) End Semester Exam Result Analysis Students Examination Performance
22	Awards and Prizes won by Students
23	Value Added Courses/ Skill Development Courses /Internship/Field Project/In plant Training/Industrial Visit (Please verify Students Certificates and Reports)
24	Online Certification Courses (NPTEL, Coursera, Udemy. etc.,)

	(Please verify Certificate for Students and Faculty)
25	Placement, Career Guidance, Higher Studies and Entrepreneurship (Please verify No. of Placements, Higher Studies like GATE, GRE, TOEFL Score ,etc., and Entrepreneur List)
26	Record of Student Counseling/ Mentoring (Please verify the Document and Comment)
27	Department Class Committee Meeting
28	Feedback on Curriculum Enrichment (Feedback from all Stack Holders)
29	Students Feedback on Faculty
30	Parents Meeting and Feedback (Please verify the Proof)
31	Record of Grievance Redressal Cell /Anti Ragging Cell
32	Alumni Interaction Details (Please verify Alumni Lecture and Alumni Mentoring support. etc.,)
33	Record of Teaching and Non-Teaching Staff Profile
34	Faculty Service Register
35	Course file (Theory) (Please verify as per the Check List)
36	Course file (Laboratory) (Please verify as per the Check List)
37	Research Paper Publications (National/ International Conference and Journal) (Please verify No. of Publications and Quality of Publication)
38	Funding Proposals Submitted and Grants Obtained
39	Books and Chapters
40	Faculty Participation in Seminar, FDP and Workshop, etc.,
41	Faculty Awards and Recognitions (Please verify No. of Awards)
42	Guest Lectures delivered by Faculty (Internal and External) (Please verify the Proof)
43	Faculty Visit to Industries for Collaboration
44	Faculty Interaction with IIT,NIT/AU/Reputed Institute Professors (Please verify list with Proof and Provide Numbers)
45	Faculty Performance Appraisal and Faculty Development System
46	Professional Society Activities
47	Extension and Outreach Activities 1. NSS, YRC 2. Clubs/Forums 3. Societal Welfare Activities, etc.,
48	Department Newsletter, Magazine, etc., AY (2018 - 19)
49	Department Academic Audit Report and Action Taken for Previous Year
50	Department Future Plan (Strategic Plan for AY(2019-20))

Overall Assessment:

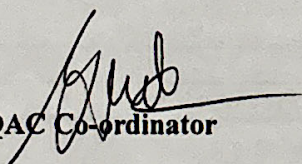
- All documents are documented and updated
- Smart Classrooms are effectively used for Teaching - Learning Process
- Lab facilities are available as per the requirement
- r Skill based courses are offered to students for skill development
- Students were placed in good companies
- Student Centric activities are organized
- NPTEL Online Certification Courses are taken by Faculty and Students
- Alumni Interaction Program are regularly conducted

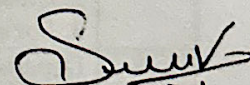
Suggestions:

- Faculty should publish papers in reputed journals
- Multidisciplinary Projects need to be increased
- Focus on Research Grants from various Funding Organizations
- Plan for more Industry Collaborations
- Outreach activities need to be improved
- Organize more Career Guidance events
- Students Internship can be improved
- Department should encourage all faculty for their Academic Upgradation

Action Taken:

- Students Projects are planned to publish as journal papers
- Faculty Members are encouraged to apply for funding's
- Faculty members are insisted to publish quality papers
- Interdepartmental activities are initiated
- Industries are identified for Collaborative Activities
- Skill Oriented Training Programs are organized


 IQAC Co-ordinator


 Dean IQAC

DEAN
Internal Quality Assurance
 East Point Group of Institutions
 Bangalore - 560 049.





Approved by All India Council for Technical Education (AICTE), New Delhi.
Affiliated to Visvesvaraya Technological University (VTU) Belagavi, Recognized by Govt. of Karnataka

INTERNAL AUDIT REPORT - UG

Name of the Department	: CSE
Name of the Programme	: Computer Science Engineering
Academic Year	: 2018-19
Date of Audit	: 18-06-2018
Name of Auditors with designation	: Ashok Das Professor, BIT

Mention "✓" for available and "x" for not available

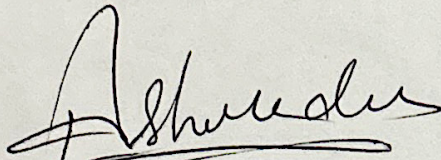
I.	Curricular Aspects	Yes / No												
a.	Minutes of PAC meeting	Y												
b.	Minutes of BoS meeting	Y												
c.	Regulations, Curriculum and Syllabus Book	Y												
d.	Feedback from Stakeholders about Curriculum Revision	NO												
	i) Academic Expert	✓												
	ii) Industrial Expert	✓												
	iii) Alumni / Employer	X												
	v) Students	✓												
II.	Teaching – Learning Evaluation Process													
1.	Course file of both theory and practical subjects along with duly signed checklist. (with CO – PO attainment) List of course file audited													
	<table border="1"> <thead> <tr> <th>S. No.</th> <th>Course Code</th> <th>Course Name</th> <th>Name of the Faculty</th> </tr> </thead> <tbody> <tr> <td></td> <td>15CS46</td> <td>DBMS</td> <td>Prof. Nizharaj</td> </tr> <tr> <td></td> <td>15CS73</td> <td>SE</td> <td>Prof. Venkatesh</td> </tr> </tbody> </table>	S. No.	Course Code	Course Name	Name of the Faculty		15CS46	DBMS	Prof. Nizharaj		15CS73	SE	Prof. Venkatesh	
S. No.	Course Code	Course Name	Name of the Faculty											
	15CS46	DBMS	Prof. Nizharaj											
	15CS73	SE	Prof. Venkatesh											
2.	Work load allotment details	Y												
3.	Rubrics for Theory / Practical courses	Y												
4.	Class Committee Meeting minutes and Action Taken Reports	Y												
5.	Warnings / Counselling Register (Students)	Y												
6.	Results of last 2 semesters	Y												
7.	Course End Survey forms	Y												
8.	No. of active MoUs and Activities with proof	Y												
III.	Students Support and Progression													
a.	Students Bio-data file	Y												
b.	Details of students completing NPTEL / Online courses with proof	Y												
c.	Number of students clearing Competitive Exams & Higher Studies with proof	Y												
d.	Details of guest/technical lectures arranged for students and reports	Y												

e.	Details of industrial visits arranged for students and detailed reports with photographs	Y																
f.	Details of Placement trainings provided to students	Y																
g.	Details of workshops conducted on Entrepreneurship /IPR/Innovative Practices and detailed reports	Y																
h.	Details of Internship/Summer Training attended by the Students and reports.	Y																
i.	Students Achievements with proof	Y																
j.	No. of Paper publication in Journal / Conference by Students with proof	Y																
k.	Consultancy Projects / Field visits	Y																
l.	Projects done in Industries / Industry collaborative projects with project reports	Y																
m.	Faculty Evaluation form and Feedback reports	Y																
n.	Log book / Entry register for practical classes	Y																
IV.	Infrastructure																	
a.	Details of new Research labs (If Yes, mention the name and area of lab)	Y																
b.	Details of New equipment/facilities added for the revision of curriculum/Syllabi (If Yes, mention name & cost of equipment)	Y																
V.	Adherence of Academic Calendar as per schedule If No, mention the following	Yes / No																
	<table border="1"> <thead> <tr> <th>S. No.</th> <th>Actual Date of Test</th> <th>Reasons for Changes</th> <th>Revised Date of Test</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>	S. No.	Actual Date of Test	Reasons for Changes	Revised Date of Test													
S. No.	Actual Date of Test	Reasons for Changes	Revised Date of Test															
VI. Audit report file and action taken report since last audit.																		
More Emphasis on R & D to be Concentrated, Publications of Staff to be improved																		
VII. Best Practices in the department regarding Teaching – Learning.																		
Mentoring System, Upgrading Technologies																		
VIII. Any specific suggestions/recommendations for improvement.																		
Consultancy To be applied, Fundings to be applied																		




IX. Confidential Audit Report (if any).

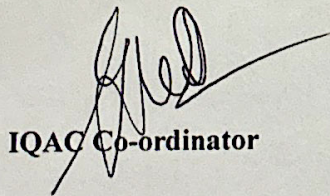
Improvement in Results has to be upgraded
Placement Activities has to be improved



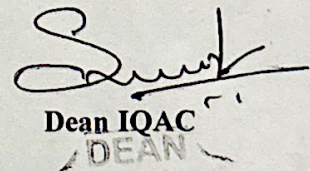
Name and Signature
First Auditor



Name and Signature
Second Auditor



IQAC Co-ordinator



Dean IQAC
DEAN

Internal Quality Assurance
East Point Group of Institutions
Bangalore - 560 049.



Prof. M. Vishwanath V. Latha
PRINCIPAL
EAST POINT COLLEGE OF
ENGINEERING & TECHNOLOGY
BANGALORE - 560 049.