



Internal Quality Assurance Cell (IQAC)

Dt: 16-10-2020

To

The HoD S&H
GIST
Nellore.

Sir/Madam,

Sub: Observations made during the auditing and action plan suggested-Reg

After reviewing the information submitted by the department for the academic Session 2019-20 II semester and interacting with faculties of department the following observations are made by the team and requested to suggest action plan towards quality enhancement.

S.No	Items	Observations
1	Personal File Audit	1.self appraisal not updated 2.Proof of responsibility in committee is not available 3. few faculties not provided latest Bio-data
3	Department audit	1.Research publications by faculty members not found 2. Result analysis file not properly maintained.
4	Student quality enhancement audit	1 NPTEL certifications for the students found to be very low. 2. External participation found to be very few. 3.Participation of students in internships found to be less.
5	Teaching methodologies audit	Around 3 to 4 teaching methodologies are used by few faculty members.
6	Course File Audit	1. CO's framing should be properly evaluated in PAC. 2. Evidence to fill the gap analysis is not found. 3. Mapping of gaps to workshops is found to be in appropriate. 4.Course Assessment (Plan & Execution) is not available.
7	Lab File Audit	1. Additional experiments should be conducted with considering real time examples and data sets. 2. Records evaluation and day to day performance is found to be low in few files.

Other Observations:

- Classes are conducted as per time table and academic schedule.
- Remedial classes are conducted for slow learners.
- Use of ICT in teaching learning found to be good.

- Internal evaluation is found to be transparent.
- Feedback on curriculum is taken from the stakeholders

Recommendations:

- It may be recommended that the department should give emphasis on funding on research project.
- It may be recommended that the department should give emphasis on attending conferences of good standard for all faculties and funding for research.
- Smart class room can be introduced in the department.
- NPTEL certification for students and faculty to be made mandatory.

Signature of the member of Audit team

Name

Signature

V.Gayatri – CSE

A

B.Sreenivas Rao -ECE

B.Sreenivas Rao

Dr. P. Vinoth kumar - EEE

~~P. Vinoth Kumar~~

K.Raga Mounika- CE

K. Raga Mounika

Ch. Manikiran -ME

Ch. Manikiran

D.Swaroop – S&H

D. Swaroop


IQAC Convener


IQAC Chairperson



Internal Quality Assurance Cell (IQAC)

Dt: 25-11-2019

To

The Principal

GIST

Nellore.

Sir,

Sub: Action plan suggested as per observations-Reg

Based on the observations received from IQAC for the AY:2019-20 II Semester the following is the action plan suggested made towards quality enhancement.

S.No	Items	Action Plan Suggested
1	Personal File Audit	1.Update the self appraisal form 2. Maintain the proof of responsibility in committee 3.Update content of Bio-data
3	Department audit	1. Increase the number of Research publication by faculty. 2. Update the result analysis file periodically. 3. Alumni file to be documented. 4. Patent filing to be documented. 5. Increase the Number of MOU's and MOU related activities.
4	Student quality enhancement audit	1. Encourage all the students to register for NPTEL certifications. 2. Motivate the students to participate in various external events like paper presentations, poster, sports 3. Students to motivate to do internships as it address the gap between industry and curriculum.
5	Teaching methodologies audit	Increase the number of teaching methodologies as it results understanding the concepts in courses more clearly
6	Course file Audit	1.To conduct periodical review with PAC and DAC to verify the CO's and assessments. 2.workshop to organize to address the gaps and fill the gaps.
7	Lab file Audit	1.2 additional experiments to be planned with data sets. 2.Record and day to day evaluation to be verified regularly by DC.

HoD

Copy to IQAC