



Internal Quality Assurance Cell (IQAC)

Dt: 08-06-2019

To

The Principal  
GIST  
Nellore.

Sir,

Sub: Action plan suggested as per observations-Reg

Based on the observations received from IQAC for the AY: 2018-19 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
2	Project file audit	1.Maintain the updated consolidation internal marks 2.Maintain the copy of finalise the list of teams/guide/topic/area of Specialization 3.Maintain the PO attainment form of projects 4. Workshop to encourage research in students and faculty. 5 Rubrics will be clearly defined and evaluated based on the rubrics. It will be transparent to the students and faculty. 6. Literature survey on the latest papers and also from IEEE papers, Scopus, etc should be considered.
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 addresses 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	<ol style="list-style-type: none"><li>1. To conduct periodical review with PAC and DAC to verify the CO's and assessments.</li><li>2. Workshop to organize to address the gaps and fill the gaps.</li></ol>
7	Lab file Audit	<ol style="list-style-type: none"><li>1. 2 additional experiments to be planned with data sets.</li><li>2. Record and day to day evaluation to be verified regularly by DC.</li></ol>

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HoD