



## Internal Quality Assurance Cell (IQAC)

Dt: 20-12-2021

To

The HOD ECE  
GIST  
Nellore.

Sir/Madam,

Sub: Observations made during the auditing -Reg

After reviewing the information submitted by the department for the academic Session 2020-21 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    | Course file audit                 | 1. List of students certification in relevant NPTEL courses not found.<br>2. Gaps within the syllabus are addressed by few faculties.  |
| 2    | Lab file audit                    | 1. List of working models/prototypes/products with proper document is missing for few faculties.<br>2. Equipment operation manual provided by the manufacture is not found in few lab files. |
| 3    | Project file audit                | 1. 0 <sup>th</sup> review not conducted.<br>2. Grouping in teams is missing for few faculties.   |
| 4    | Personal file audit               | 1. Few faculty proofs are not updated.   |
| 5    | Department audit                  | 1. Result analysis file not properly maintained  |
| 6    | Student quality enhancement audit | 1. NPTEL certifications for the students found to be very low<br>2. External participation found to be very few.<br>3. Participation of students in internships found to be less.            |
| 7    | Teaching methodologies audit      | Around 3 to 4 teaching methodologies are used by few faculty members.  |


Other Observations:


- Classes are conducted as per time table and academic schedule.
- Internal evaluation is found to be transparent.
- Feedback on curriculum is taken from the stake holders but the letters to university are not maintained properly
- Success rate of the student is good.
- Research guidance is found average.

It may be recommended that the department should give emphasis on quality of publication and funding research project.

Signature of the member of Audit team  
Name


Signature


(1) Ms. V. Gayatri - CSE - 


(2) Ms. D. Swaroopa - H&S - 

(3) Mr. Sk. Kadharbasha - ECE -  24/12/21

(4) Mr. K.V. Ravindra - EEE - 

(5) Mr. T. Karthik Reddy - CE - 

(6) Mr. V. Ramu - mech -  24/12/21

  
IQAC Convener

  
IQAC Chairperson  
24/12/21

# GEETHANJALI INSTITUTE OF SCIENCE AND TECHNOLOGY::NELLORE

## Department of Electronics and Communication Engineering

Dt:24-12-2021

To

The Principal  
GIST  
Nellore.

Sir,

Sub: Action plan suggested as per observations-Reg

Based on the observations received from IQAC for the AY: 2020-21 II Semester the following is the action plan suggested made towards quality enhancement.

| S.No | Items                             | Action Plan Suggested   |
|------|-----------------------------------|---|
| 1    | Course file audit                 | 1. List of students certification in relevant NPTEL courses not found should be maintained.<br>2. Gaps within the syllabus are addressed by few faculties should be filled.   |
| 2    | Lab file audit                    | 1. List of working models/prototypes/products with proper document should be maintained properly.<br>2. Maintain Equipment operation manual provided by the manufacture is not found in few lab files.  |
| 3    | Project file audit                | 1. 0 <sup>th</sup> review not conducted should be conducted from next time.<br>2. Grouping in teams should be updated.  |
| 4    | Personal File Audit               | 1. Update the Personal fil periodically.  |
| 5    | Department audit                  | 1. Result analysis file not properly updated.   |
| 6    | Student quality enhancement audit | 1. Encourage all the students to register for NPTEL certifications<br>2. Motivate the students to participate in various external Events like paper presentations ,poster, sports<br>3. Students to motivate to do internships as it addresses the gap between industry and curriculum. |