



Internal Quality Assurance Cell (IQAC)

Dt: 16-12-2021

To

The HoD EEE  
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	Personal File Audit	1. Self-appraisal not updated. 2. Proof of responsibility in committee is not available.
2	Project file audit	1. Internal Marks Consolidation. 2. Papers to be published in good reputed journals. 3. Literature survey papers can be increased.
3	Department audit	1. Research publications by all the faculty members not found.
4	Student quality enhancement audit	1 NPTEL certifications for the students found to be very low. 2. External participation found to be low. 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.
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.
8	Stock verification audit	1.It has been observed that all the equipment's in laboratories are in proper working condition

Other Observations:





- Classes are conducted as per time table and academic schedule.
- Internal evaluation is found to be transparent.
- Use of ICT in teaching learning found to be good.
- 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.

Signature of the member of Audit team

Name

1. V. Naresh Babu (M.E) 
2. T. Kartheek (C.E) 
3. Dr. D. Swaroopa (S&H) 
4. K. V. Ravindra (EEE) 

Signature

  
IQAC Convener

  
IQAC Chairperson

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## Internal Quality Assurance Cell (IQAC)

Dt: 17-12-2021

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	Personal File Audit	1. Update the self appraisal form 2. Maintain the proof of responsibility in committee
2	Project file audit	1. Maintain the updated consolidation internal marks 2. Maintain the copy of finalize the list of teams/guide/topic/area of Specialization 3. Maintain the PO attainment form of projects 4. Literature survey on the latest papers and also from the 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. 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	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	<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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