GEETHANJALI INSTITUTE OF SCIENCE & TECHNOLOGY
(AUTONOMOUS)

Accredited by NAAC with "A" Grade, Accredited by NBA (B.Tech.,- ECE, EEE & Mech : 2021-2024)

An ISO 9001 : 2015 Certified Institution

(Approved by AICTE, New Delhi & Permanently Affiliated to JNTUA, Anantapur)

3rd Mile, Nellore - Bombay Highway, Gangavaram (V), Kovur (M), S.P.S.R. Nellore Dt, Andhra Pradesh - India. 524 137.

JNTUA College Code : 2U   Mob: 9912566220, 9912445846   website : gist.edu.in / e-mail : geethanjali@gist.edu.in

Date: 18-10-2024.

From
Dr. Mohana Kishore Perugu,
Professor & HoD,
Department of Science and Humanities,
GIST, Nellore.

To
The HoD,
Department of Electronics and Communication Engineering,
GIST, Nellore.

Respected Madam,

      Sub: Observations made during the Internal Auditing –Reg.

      After reviewing the information submitted by the Department for the academic year 2023-24 and consulting with the faculty, the team has made the following observations/ suggestions for an action plan towards quality enhancement.

S.No.	Observations	Suggestions
1	**Criteria 1-Attendance both odd and even semester** • All the student's attendance in the Department are maintaining above 65%. • very few students are maintaining the attendance between 65%-75%.	---
2	**Criteria 2- Continuous Internal Evaluation (CIE): Theory and Lab Courses** • Internal marks are enclosed for all the years, found that only two students are scored very less mark i.e. (zero or 5mark /30mark) as he was discontinued from studies. • Slow learner identification is done twice in each subject in a semester and secured more than 75% remedial outcome.	----
3	**Criteria 3: Quality of Question Paper for both Theory and Laboratory**	----

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	• Question paper analysis was done for every subject in CO wise and Bloom taxonomy wise. Found that quality of Question paper is found to good. • Question paper analysis of each subject faculty are also maintained.	
4	**Criteria 4: Teaching – Learning Process** **Course Files Verification: (Sem I &II)** All the subject-handling faculties maintained all documents as per the checklist and have organized them systematically. **Laboratory Files Verification: (Sem I &II)** All the Laboratory-handling faculty maintained all documents as per the checklist and have organized them systematically. **Project Files Verification: (Sem II)** The project file has been maintained with all documents as per the checklist. **Personal Files Verification:** Each faculty is maintained Personal file as per checklist. Each faculty member has maintained their personal file as per the checklist. **Semester Wise Results:** Semester wise results are furnished	----
5	**Teaching Methodologies Files Verification:** All the subject-handling faculty have maintained evidence for different pedagogical techniques	—
6	**Department Audit:** 1. Faculty Publications : 74 2. Awards:8 3. Conferences attended:7 4. NPTEL courses Completed by	1. Only three NPTEL courses have been completed by the faculty. Given the rapid technological advancements in the CSE Department, it is recommended to enhance the completion rate of online

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	Faculty : 12 5. Conferences organized: 0 6. MoU's activities : 05 FDP organized- 01	courses by faculty members. 2. A National-Level conference was not organized in this academic year 2023-24. It is advised to organize national-level conferences within the department to foster academic growth and collaboration.
7	**Student Quality Enhancement Audit:** 1. Guest Lectures: 02 2. Industrial Visits : 03 3. NSS Activities participation: 562 4. NPTEL: 274 5. Workshops to students: 04 6. Internship: 204	1. Out of 300 students, only 186 students have cleared NPTEL courses. Motivate the students to write NPTEL Certification Courses. 2. Conduct More Guest Lectures to the Students. Only one was conducted.
8	**Criterion 9: Whether Scrutiny on CIE & SEE Assessments available?** 1. Scrutiny team not there to check the quality of question paper	Scrutiny team to be maintained in the department to check the quality of question paper.
9	**Criterion 10: Students grievance file** 1. Student grievance file not maintained	___

The academic performance of the Department is required to be improved further. It may be recommended that the Department should give emphasis on above observations.

Signature of the member of Audit team
Name

Dr. D Swaroopa
G. Nilima
P. V. Krishna Rw
Sk. ASZff
Dr V. Gayatri   Dr. R. Rajani

IQAC Convener

Signature

21/10

IQAC Chairperson
PRINCIPAL
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