

Sri Sri Sri Mookambika Educational Society`s

## VAAGDEVI INSTITUTE OF TECHNOLOGY & SCIENCE



Peddasettipalli (V), Proddatur - 516360 (Approved by A.I.C.T.E., New Delhi, Affiliated to JNTUA, Anantapuram)

6.5.2	2. Academic and Administrative Audit (AAA) and follow-up action
	taken.





(Approved by A.I.C.T.E., New Delhi, Affiliated to JNTUA, Anantapuramu)

#### NOTE: SUBMITTED TO THE PRINCIPAL

#### Sub: Report on the Academic Audit - CSE

The Academic Audit is carried out in the department of ECE on 05.03.2024. The following are the suggestions or Remarks submitted for your kind perusal and necessary action.

S.No	Academic Audit Parameter	Suggestions/Remarks
1	Lesson Plan Preparation and Distribution: Creating lesson plans and ensuring they are distributed to students.	following the necessary procedures.
2	Syllabus Completion: Covering the syllabus for different units.	covering the syllabus as per the lesson plan schedule.
3	ICT Tools Usage: Utilizing information and communication technology tools for better visualization and understanding of certain topics.	ICT tools are used for better visualization and understanding.
4	Student/Class Representatives Meetings: Engaging with student representatives to address concerns and gather feedback.	conducting Class Representative meetings and documenting them appropriately.
5	Student Counselling/Mentoring: Providing guidance and support to students.	Counselling students at least twice per semester.
6	Faculty Course Attendance Registers: Maintaining records of student attendance.	verified as required and including previous meeting reports.
7	Department Faculty Meetings: Participating in faculty meetings.	Conducting frequently and documenting them appropriately.
8	Reinforcement Classes for Failed Students: Conducting additional classes for students who didn't perform well in exams.	Suggesting preparing schedules promptly after result announcements
9	Remedial Classes: Offering extra support to help students improve.	Conducting them as needed.
10	Course Feedback Collection: Gathering feedback from students about the courses.	Recommending collecting feedback twice per semester and submitting consolidated reports.
11	Preparation of FCAR (Faculty Course Assessment Report): Compiling reports for the courses taught during odd/even semesters.	Ensuring FCARS for previous semester courses are accessible.
12	Laboratory Comprehensive Assessment and Project Work: Evaluating student projects and assessments.	Keeping records for labs, seminars, assessments, and project work.
13	Maintaining Exam Marks Records: Keeping track of internal exam and end- semester exam marks for B.Tech students.	Maintaining internal and end-semester exam marks.
14	Guest/Expert Lectures, Seminars, and Workshops: Organizing and hosting sessions with guest speakers or experts to enhance students' knowledge.	Improving faculty development and organizing more programs.
15	IPR (Intellectual Property Rights) and Entrepreneurship Programs: Arranging	Improving programs related to IPR and entrepreneurship.

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(Approved by A.I.C.T.E., New Delhi, Affiliated to JNTUA, Anantapuramu)

sessions related to intellectual property and	 <del></del>
entrepreneurship for students and faculty.	

External Audit Member
Dr. R. PRADEEP KUMAR REDDY ASSOCIATE PROFESSOR

Department of Computer Science and Engineering Y.S.R. Engineering College of YVU PRODDATUR-516360, Y.S.R. Kadapa (Dt.) A.P.

Vaagdevi Institute of Technology & Science PEDDASETTIPALLI. PRODDATUR, Kadapa (Dist.)





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## NOTE: SUBMITTED TO THE PRINCIPAL

Date: 05.03.2024

### Sub: Report on the Academic Audit - ECE

The Academic Audit is carried out in the department of ECE on 05.03.2024. The following are the suggestions or Remarks submitted for your kind perusal and necessary action.

S.No	Academic Audit Parameter	Suggestions/Remarks
ļ	Lesson Plan Preparation and Distribution: Creating lesson plans and ensuring they are distributed to students.	following the necessary procedures.
2	<b>Syllabus Completion</b> : Covering the syllabus for different units.	covering the syllabus as per the lesson plan schedule.
3	ICT Tools Usage: Utilizing information and communication technology tools for better visualization and understanding of certain topics.	ICT tools are used for better visualization and understanding.
4	Student/Class Representatives Meetings: Engaging with student representatives to address concerns and gather feedback.	conducting Class Representative meetings and documenting them appropriately.
5	Student Counselling/Mentoring: Providing guidance and support to students.	Counselling students at least twice per semester.
6	Faculty Course Attendance Registers: Maintaining records of student attendance.	verified as required and including previous meeting reports.
7	Department Faculty Meetings: Participating in faculty meetings.	Conducting frequently and documenting them appropriately.
8	Reinforcement Classes for Failed Students: Conducting additional classes for students who didn't perform well in exams.	Suggesting preparing schedules promptly after result announcements
9	Remedial Classes: Offering extra support to help students improve.	Conducting them as needed.
10	Course Feedback Collection: Gathering feedback from students about the courses.	Recommending collecting feedback twice per semester and submitting consolidated reports.
11	Preparation of FCAR (Faculty Course Assessment Report): Compiling reports for the courses taught during odd/even semesters.	Ensuring FCARS for previous semester courses are accessible.
12	Laboratory Comprehensive Assessment and Project Work: Evaluating student projects and assessments.	Keeping records for labs, seminars, assessments, and project work.
13	Maintaining Exam Marks Records: Keeping track of internal exam and end- semester exam marks for B.Tech students.	Maintaining internal and end-semester exam marks.
14	Guest/Expert Lectures, Seminars, and Workshops: Organizing and hosting sessions with guest speakers or experts to enhance students' knowledge.	Improving faculty development and organizing more programs.





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15	IPR (Intellectual Property Rights) and
	Entrepreneurship Programs: Arranging
	sessions related to intellectual property and
	entrepreneurship for students and faculty.

Improving programs related to IPR and entrepreneurship.

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## NOTE: SUBMITTED TO THE PRINCIPAL

### Sub: Report on the Academic Audit - EEE

The Academic Audit is carried out in the department of ECE on 05.03.2024. The following are the suggestions or Remarks submitted for your kind perusal and necessary action.

S.No	Academic Audit Parameter	Suggestions/Remarks
1	Lesson Plan Preparation and Distribution:	following the necessary procedures.
	Creating lesson plans and ensuring they are	
	distributed to students.	
2	Syllabus Completion: Covering the syllabus	covering the syllabus as per the lesson plan
	for different units.	schedule.
3	ICT Tools Usage: Utilizing information and	ICT tools are used for better visualization
	communication technology tools for better	and understanding.
	visualization and understanding of certain	
	topics.	
4	Student/Class Representatives Meetings:	conducting Class Representative meetings
	Engaging with student representatives to	and documenting them appropriately.
	address concerns and gather feedback.	G 111 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1
5	Student Counselling/Mentoring: Providing	Counselling students at least twice per
	guidance and support to students.	semester.
6	Faculty Course Attendance Registers:	verified as required and including previous
	Maintaining records of student attendance.	meeting reports.  Conducting frequently and documenting
7	Department Faculty Meetings:	l
	Participating in faculty meetings.	them appropriately.  Suggesting preparing schedules promptly
8	Reinforcement Classes for Failed	after result announcements
	Students: Conducting additional classes for	after result announcements
	students who didn't perform well in exams.  Remedial Classes: Offering extra support to	Conducting them as needed.
9	help students improve.	Conducting them as needed.
10	Course Feedback Collection: Gathering	Recommending collecting feedback twice
10	feedback from students about the courses.	per semester and submitting consolidated
	leedback from students about the courses.	reports.
11	Preparation of FCAR (Faculty Course	Ensuring FCARS for previous semester
* *	Assessment Report): Compiling reports for	courses are accessible.
	the courses taught during odd/even	
	semesters.	
12	Laboratory Comprehensive Assessment	Keeping records for labs, seminars,
1	and Project Work: Evaluating student	assessments, and project work.
	projects and assessments.	
13	Maintaining Exam Marks Records:	Maintaining internal and end-semester
	Keeping track of internal exam and end-	exam marks.
	semester exam marks for B.Tech students.	
14	Guest/Expert Lectures, Seminars, and	Improving faculty development and
	Workshops: Organizing and hosting sessions	organizing more programs.
	with guest speakers or experts to enhance	
	students' knowledge.	
15	IPR (Intellectual Property Rights) and	Improving programs related to IPR and
	Entrepreneurship Programs: Arranging	entrepreneurship.





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