# SAMKSRUIT COLLEGE OF ENGINEERING AND TECHNOLOGY

## Academic and Administrative Audit Report (2017-2018)

## COLLEGE PROFILE

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| 1 | Name of the College, URL of Website, email and Phone number | SAMKSRUTI COLLEGE OF ENGINEERING AND TECHNOLOGY, Ghatkesar, Hyderabad, Telangana- 501301 Website:www.samskruti.ac.in |
| 2 | Name of the Principal, email & Mobile No. | Dr.J.Govardhan |
| 3 | Name of the IQAC Coordinator, email & Mobile Number | Dr.S.Jayanthi |
| 4 | Year of Establishment & details of land available if any | 2005 |
| 5 | Affiliating University | Jawaharlal Nehru Technological University, Hyderabad |
| 6 | NAAC Grade with Cycle, Accredited Year & CGPA ( Status of preparation if not Accredited) | Awaiting for Peer Team Visit |

| Audits | | |
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| | External | Internal |
| Academic | JNTUH | Internal Audit Team |
| Administrative | Nil | Management |

## I-CURRICULAR ASPECTS

| | Item | Impression of Academic Advisor along with grade A(Good)/ B( Satisfactory)/ C (poor) after Observation | | Recommendation/Suggestions by Academic Advisors (if any) |
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| | | Grade | Impression | |
| 8 | Implementation of Annual Institutional Plan | A | GOOD | The Institution implemented the Annual strategic Institutional Plan. |
| 9 | Departmental Annual Curricular Plans | A | GOOD | It is observed that the Annual Curricular Plans are maintained and followed in each department. |
| 10 | Whether the above two circulated among Students? | A | GOOD | Yes. The Annual Institutional Plan and Curricular Plans are circulated among students. |
| 11 | College Calendar/College Magazine | A | GOOD | The college calendar distributed to all the staff and students. The softcopy of the college calendar is available. |
| 12 | Add-on Courses (Department-wise) completed during 2017-18 | A | GOOD | The add-on courses were conducted to increase employability skills. It is suggested to add a few more in the coming academic years. |
| 14 | Coverage of Syllabus (Average Percentage) | A | GOOD | It is observed that 100% syllabus coverage in all the subjects. |
| 15 | Teaching of Value added courses | A | GOOD | The Value added courses were conducted to increase employability skills. |

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| 16 | No. of New UG & PG Courses introduced in 2017-18 | A | GOOD | It is observed that number of new courses have been introduced by JNTUH in the curriculum. |
| 17 | Maintenance of Student Attendance Registers | A | GOOD | It is observed that student attendance registers are maintained properly. |
| 18 | Whether feedback on curriculum was obtained from stake holders and analysed | A | GOOD | The efforts of the institution in getting and analyzing the feedback are appreciable. |

## II-TEACHING, LEARNING & EVALUATION

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| 17 | Student admissions-Cut off marks and % of SC,ST, BC, minority and OC students admitted(Group wise) in 2017-18 | A | GOOD | The efforts of the College in admitting students in all groups are commendable. |
| 18 | Social-economic status of students enroled (Group wise and Year wise) in 2017-18 | A | GOOD | Social-economic status of students enrolled in 2017-2018 is moderate. |
| 20 | Percentage of differently abled students (Divyangjan) on roll | A | GOOD | The efforts taken by the management to support differently abled students is appreciable. |
| 21 | Percentage of full time teachers against sanctioned posts in 2017-18 | A | GOOD | 100% of full time teachers against sanctioned posts in 2017-18 is maintained. |
| 22 | Student - Full time teacher ratio | A | GOOD | Student - Full time teacher ratio of 1:20 is maintained. |
| 23 | Number of days from the date of last semester-end/ year- end examination till the declaration of results in 2017-18 | A | GOOD | Approximately 30 days |

| No. | Item | Rating | Rating | Remarks |
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| 24 | Teaching Plans in Prescribed Formats | A | GOOD | Teaching Plans are documented in well defined Formats in course files. |
| 25 | Use of ICT in teaching and learning | A | GOOD | The ICT tools are well utilized |
| 26 | Average percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. | A | GOOD | It is observed that 100% of the faculty members are using ICT tools for teaching-learning practices. |
| 27 | Co-Curricular Activities ( College level) | A | GOOD | The effort taken by the management to support Co-Curricular Activities is appreciable. |
| 28 | Seminars/conferences/workshops organized in 2017-18 | A | GOOD | The effort taken by the management to support Co-Curricular Activities is appreciable. |
| 29 | Academic Competitions ( College Level & Above) | A | GOOD | The effort taken by the management to support Co-Curricular Activities is appreciable. |
| 30 | Conduct of Internal Examinations-Internal assessment | A | GOOD | It is observed that Internal Examinations-Internal assessments are strictly done as per norms of JNTUH. |
| 31 | Teacher wise result analysis (MARCH/APRIL - 2016 & SEP/OCT/NOV - 2017) | A | GOOD | Teacher wise result analysis is found good. But it is suggested to be improved. |
| 32 | Pass percentage of students (Group wise) in 2017-18 | A | GOOD | Pass percentage of students is found good. But it is suggested to be improved. |
| 33 | Percentage of students undertaking field projects / internships | A | GOOD | Percentage of students undertaking field projects / internships is found good. However, it is suggested to be improved. |
| 34 | Remedial Classes | A | GOOD | Efforts taken to improve slow learners in their studies, through Remedial Classes, are appreciable. |

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| 35 | Conduct of Bridge course | A | GOOD | It is observed that Bridge courses are conducted in mathematics, physics, chemistry and English effectively to cater the gap between students' diversity. |
| 36 | Feed back on Teachers by Students and its analysis | A | GOOD | It is observed that feedback system on teaching learning process is followed systematically. As well consolidated feedback is analyzed indepth so as make an insight into it. |

## III-RESEARCH, INNOVATIONS AND EXTENSION

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| 38 | Is the College a Recognized Research Centre | A | Satisfactory | Applied to get recognized research centers in the institution |
| 39 | No. of Research Guides in the College | A | Satisfactory | It suggested that all Ph.D holders may be motivated to apply for research guideship. |
| 40 | Major/Minor/Other Research Projects | A | Satisfactory | Motivated to carry out many research projects |
| 41 | Research Papers Published in 2017-18 (International/ National ) | A | Satisfactory | Motivated to increase the number of paper publications |
| 42 | Papers Presented in 2017-18 (International/ National/ State ) | A | Satisfactory | Motivated to increase the number of paper presentations |
| 43 | Books Published in 2017-18 ( Single Author/ Co Author) | A | Satisfactory | Motivated to increase the number of book publications |
| 44 | Seminars/Workshops/ Training Programme Conducted in 2017-18 (International/ National/ State ) | A | GOOD | |

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| 45 | Record of Consultancy in 2017-18 | A | GOOD | Motivated to take more number of consultancy |
| 46 | Whether the Institution has created an ecosystem for innovation including incubation centre and other initiatives for transfer of knowledge | A | GOOD | |
| 47 | Whether the institution conducted workshop/seminars on Intellectual Property Rights (IPR), Industry-Academia Innovative practices | A | GOOD | It is suggested to established IPR cell and conduct a few more IPR workshops/seminars in the coming academic years. |
| 48 | Record of MoUs in 2017-18 | A | GOOD | |
| 49 | Record of Subject/Department Related Extension Activities | A | GOOD | Subject/Department Related Extension Activities are conducted and recorded. |
| 50 | Number of extension programmes conducted in the neighbourhood community to sensitize the students | A | GOOD | |
| 51 | Number of extension programmes conducted in colloboration with Community/NGOs through NSS/NCC/Red Cross/YRC etc., | A | GOOD | Harithaharam and swachcha Bharat are conducted conducted in colloboration with Community through NSS. |
| 52 | Details of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, ODF, Aids Awareness, Gender Issue, etc | A | GOOD | It is verified that students had active participation in extension activities. |

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| 53 | Number of awards and recognition received for extension activities from Government/ recognised bodies | A | GOOD | |

## IV-INFRASTRUCTURE AND LEARNING RESOURCES

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| 54 | Number of Class rooms, Labs and computing equipment | A | GOOD | |
| 55 | Facilities for sports, games (indoor, outdoor, gymnasium, yoga centre etc.,) and cultural activities | A | GOOD | |
| 56 | classrooms and seminar halls with ICT - enabled facilities such as smart class, Virtual Class Room, LMS, etc | A | GOOD | |
| 57 | Budget allocated for infrastructure augmentation | A | GOOD | |
| 58 | Library is automated using Integrated Library Management System | A | GOOD | |
| 59 | Collection of rare books, manuscripts, special reports or any other knowledge resource for library enrichment | A | GOOD | |
| 60 | Does college has e-Journals, e-books, e-ShodhSindhu, Shodhganga membership and Databases | A | GOOD | |
| 61 | Expenditure for purchase of books and journals in 2017-18 | A | GOOD | |
| 62 | Percentage per day usage of library by teachers and students | A | GOOD | |

| 63 | Student-Computer ratio | A | GOOD | |
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| 64 | Wifi in the campus | A | GOOD | The college wifi campus with 50 mbps |
| 65 | Updation of IT facilities | A | GOOD | The updation of IT facilities of the College is appreciable. |
| 66 | Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component | A | GOOD | |
| 67 | Established systems and procedures for maintaining and utilizing physical, academic and support facilities laboratory, library, sports complex, computers, classrooms etc | A | GOOD | Well defined systems and procedures for maintaining and utilizing physical, academic and support facilities are implemented. |

## V-STUDENT SUPPORT AND PROGRESSION

| 68 | Average percentage of students benefited by scholarships by the Government in 2017-18 | A | GOOD | |
|----|------------------------|---|------|---|
| 69 | Average percentage of students benefited by scholarships by the Institution in 2017-18 | A | GOOD | |
| 70 | Average percentage of students benefited by guidance for competitive examinations and career counseling offered by the institution in 2017-18 | A | GOOD | |
| 71 | Average percentage of placement of outgoing students in 2017-18 | A | GOOD | The placements of the college is highly appreciable. |
| 72 | Student grievances redressal mechanism | A | GOOD | |

| No. | Item | | |
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| 73 | Number of capability enhancement and development schemes conducted (like Career guidance, Remedial coaching etc..,) | A | GOOD |
| 74 | Percentage of student progression to higher education | A | GOOD |
| 75 | Average percentage of students qualifying in state/ national/ international examinations(like NET, SLET, GATE, Civil services, state government etc..,) | A | GOOD |
| 76 | Number of awards/medals for outstanding performance in sports/cultural activities | A | GOOD |
| 77 | Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution | A | GOOD |
| 78 | Records of significant achievements in Sports & Games | A | GOOD |
| 79 | Number of sports and cultural activities / competitions organised in the Institution in 2017-18 | A | GOOD |
| 80 | Alumni contribution in 2017-18 (In Rs) | A | GOOD |
| 81 | Number of Alumni Association /Chapters meetings held in 2017-18 | A | GOOD |
| 82 | Maintenance of JKC facilities & records | A | GOOD |
| 83 | Record of Student trained and placed in JKC | A | GOOD |
| 84 | Record of Anti Ragging cell | A | GOOD |

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| 85 | Maintenance of drinking water | A | GOOD | |
| 86 | Maintenance of sanitation | A | GOOD | |

## VI-GOVERNANCE AND LEADERSHIP

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| 88 | Functioning of Committees in Administration ( Minutes of meetings) | A | GOOD | It is observed that all the satutory and non-satutory committees are functioning effectively and is evident through Minutes of Meetings. |
| 89 | Awards/Achievements | A | Satisfactory | However, Faculty particiaption in various events is appreciatable, their outstanding achievements need to be improved. |
| 90 | Use of ICT in Governance | A | GOOD | ICT tools are used effectively for E-Governance. |
| 91 | Perspective/Strategic plan and deployment documents | A | GOOD | It is observed that strategic plans are formulated by the governing body members, and Department Academic Committee members after deliberate discussions. |
| 92 | Organizational structure of the Institution | A | GOOD | Well defined oraganization structure formulated in the institution ensures its effective functioning. |

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| 93 | Implementation of e-governance in Planning and Development, Administration, Finance and Accounts, Student Admission and Support, Examination | A | GOOD | E-Governance is implemented in all the possible segments of the institution. |
| 94 | Percentage of teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies in 2017-18 | A | GOOD | |
| 95 | Number of professional development / administrative training programs organized by the Institution for teaching and non teaching staff in 2017-18 | A | GOOD | |
| 96 | Percentage of teachers attended professional development programs(Orientation Program, Refresher Course, Short Term Course etc.,) in 2017-18 | A | GOOD | |
| 97 | Orientation Program, Refresher Course, Short Term Courses attended by the faculty | A | GOOD | |
| 98 | Funds / Grants received from non-government bodies, individuals, philanthropers in 2017-18 | A | Satisfactory | |
| 99 | Average number of quality initiatives by IQAC for promoting quality culture per year | A | GOOD | Initiatives taken by IQAC is appreciatable. |
| 100 | Participation in NIRF-2017 | A | GOOD | |
| 101 | IQAC activities & maintenance of records, (ActionPlan / MinutesofMeeting / Proof of submission of AQAR to NAAC/Activity register etc) | A | GOOD | Involvement of IQAC in conducting activities and the maintenance of records are appreciatable. |

## VII-INSTITUTIONAL VALUES AND BEST PRACTICES

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| 102 | Percentage of power requirement of the Institution met by the renewable energy sources | A | GOOD | It is observed that 80% of the power requirement is obtained by renewable energy sources. |
| 103 | Waste Management steps taken | A | GOOD | Different types of waste, such as, solid waste, liquid waste and E-Waste are treated properly. |
| 104 | Rain water harvesting structures and utilization in the campus | A | GOOD | It is observed that the management is taking appropriate measures to save rain water. |
| 105 | Facilities for Differently abled (Divyangjan) (ramp, scribe for examination etc.,) | A | GOOD | Facilities to support differently abled students are made available in the institution. |
| 106 | Green Practices(plastic free campus, green landscaping etc.,) | A | GOOD | Green practices are done followed to make the environment Eco-Friendly. |
| 107 | Record of best/innovative practices by the institution | A | GOOD | Campus Recruitment Training(CRT) and Counselling system are observed as the best practices of the institution. |

This report is a consolidated report which is documented after verifying all the process and document followed by every department . We observed that the overall functioning level of the college is good in general and professional growth.

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| | Signatures of Academic Advisors |
| | 1. |
| | 2. |

Signature of the Principal