

Academic Audit: 2022-23 Sample Reports



BVV Sangha, Bagalkot
AMRUTA INSTITUTE OF ENGINEERING & MANAGEMENT SCIENCES

Approved by AICTE, New Delhi
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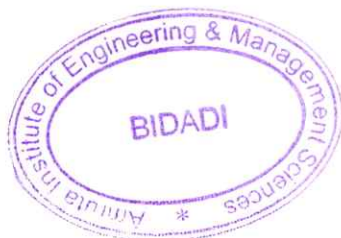
Academic Audit

An academic audit report is a comprehensive assessment of an educational institution's academic processes, procedures, and outcomes. It typically involves a systematic review of various aspects of the institution's academic affairs, including Lesson plan, teaching methodologies, assessment practices, faculty qualifications and development, student performance and compliance with regulatory standards.

The purpose of an academic audit report is to evaluate the effectiveness and efficiency of academic operations, identify areas for improvement, ensure adherence to institutional policies and external accreditation requirements, and enhance the overall quality of education provided by the institution.

The academic audit committee, assisted by IQAC members, to conducts the audit. There is a formal meeting with the Principal and heads of departments to discuss objectives, procedures, and set audit dates. All relevant documents are presented to the committee members. Inspection and interactions occur within department's head and faculty. A comprehensive audit report is prepared, covering observations and findings. This report is submitted to the Principal for necessary actions.

Below is the prescribed format for the academic audit:



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Amruta Institute of Engineering & Management Sciences
Bidadi Industrial Area Near Toyota Kirloskar Motors
Bidadi, Bangalore-562 109

Academic Audit Formats

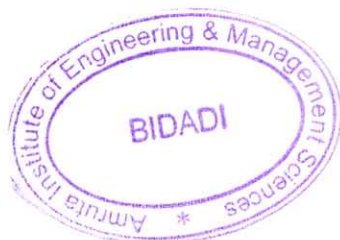


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Academic File Index

Sl No.	Particulars	Remark
	Department files	
1.	Scheme and Syllabus copies of allotted courses with reference books and delivery methods	
2.	Dept. Calendar of Events	
3.	Faculty list with qualification and expertise	
4.	Faculty workload - Teaching and other responsibilities	
5.	Class Timetables	
6.	Program outcomes, course outcomes and their mapping	
7.	Evaluation type and their rubrics (Theory and laboratory)	
8.	Semester-wise CO-PO mapping and attainment	
9.	List of registered students – Semester wise	
10.	Mentors and mentee details	
11.	Result analysis of previous semester (with and without backlogs)	
12.	Mini/Field projects/ Internships offered by the department during the year	
13.	Projects applied for funding (KSCST/any other state or central Govt. schemes)	
14.	Linkage of Academic projects or any other activities with industry or other organizations	
15.	Certificate/ Diploma Courses introduced during the academic year and <u>no.of</u> students enrolled	
16.	Value-added courses imparting transferable and life skills offered	
17.	Quality improvement strategies adopted by the department for the following (with in 100 words each) Curriculum Development, Teaching and Learning, Examination and Evaluation	
17.	Feedback collected from students on teaching and learning process	
18.	Compliance to previous academic audit report	

Individual Faculty Level audit format followed by AIEMS



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Bidadi, Bangalore-562 109



S.No	Individual Faculty files	Remark
1	Index Page: Designation, Qualification, Experience, Specialization, subjects allotted, and other responsibility assigned during Semester	
2	Individual Timetable/ Work load	
3	Lesson plan and Class Attendance Register	
4	Details of conduct of Tutorial classes	
5	ICT tools used in teaching learning process	
6	Innovative techniques adopted in teaching learning if any <i>Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences</i>	
7	CIE Test Question Papers and Scheme of Evaluation	
8	CIE booklet and laboratory records for verification with marks list	
9	List of projects guiding – UG/PG, PhD Association with any other projects: Funded, mini projects, consultancy etc.	
10	University Question paper/Question Bank	
11	Notes/Reference materials/web links for the course(s) handled	
12	Development of any courses, Instruction material etc. if any	
13	Course Outcomes and CO-PO Mapping and attainment	
14	Faculty publications/other achievements in the semester	
15	Workshops/training programs/certification courses (MOOC) conducted or attended	
16	E-content developed by teachers such as: Patashala, SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc.	
17	PTM details (for Mentors/Class teachers only)	
18	Identification of fast and slow learners and action taken	
19	Course end survey report/ Analysis	
20	Any other contribution made in academic and administrative activities	

Upon completion of the audit, the report typically provides recommendations for improvement based on the findings. These recommendations may address curriculum enhancements, faculty development programs, infrastructure upgrades, assessment reforms, and other areas identified for enhancement. The ultimate goal of an academic audit report is to contribute to the continuous improvement and excellence of academic programs and services offered by the institution.



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Academic File Index


Sl No.	Particulars	Remark
	Department files	
1.	Scheme and Syllabus copies of allotted courses with reference books and delivery methods ✓	Verified
2.	Dept. Calendar of Events ✓	Verified
3.	Faculty list with qualification and expertise ✓	Verified
4.	Faculty workload - Teaching and other responsibilities ✓	Verified
5.	Class Timetables ✓	Verified
6.	Program outcomes, course outcomes and their mapping ✓	Verified
7.	Evaluation type and their rubrics (Theory and laboratory) ✓	Verified
8.	Semester-wise CO-PO mapping and attainment ✓	Verified
9.	List of registered students – Semester wise ✓	Verified
10.	Mentors and mentee details ✓	Verified
11.	Result analysis of previous semester (with and without backlogs) ✓	Verified
12.	Mini/Field projects/ Internships offered by the department during the year ✓	Verified
13.	Projects applied for funding (KSCST/any other state or central Govt. schemes) ✓	Verified
14.	Linkage of Academic projects or any other activities with industry or other organizations ✓	Verified
15.	Certificate/ Diploma Courses introduced during the academic year and no.of students enrolled ✓	Verified
16.	Value-added courses imparting transferable and life skills offered ✓	Verified
17.	Quality improvement strategies adopted by the department for the following (with in 100 words each) Curriculum Development ✓, Teaching and Learning ✓, Examination and Evaluation ✓	Verified
17.	Feedback collected from students on teaching and learning process ✓	Verified
18.	Compliance to previous academic audit report ✓	Verified



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S.No	Individual Faculty files	Remark
1	Index Page: Designation, Qualification, Experience, Specialization, subjects allotted, and other responsibility assigned during Semester	Verified
2	Individual Timetable/ Work load	Verified
3	Lesson plan and Class Attendance Register	Verified
4	Details of conduct of Tutorial classes	Verified
5	ICT tools used in teaching learning process	Verified
6	Innovative techniques adopted in teaching learning if any <i>Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences</i>	Advised to improve
7	CIE Test Question Papers and Scheme of Evaluation	Verified
8	CIE booklet and laboratory records for verification with marks list	Verified
9	List of projects guiding – UG/PG, PhD Association with any other projects: Funded, mini projects, consultancy etc.	
10	University Question paper/Question Bank	Verified
11	Notes/Reference materials/web links for the course(s) handled	web link not available
12	Development of any courses, Instruction material etc. if any	Verified
13	Course Outcomes and CO-PO Mapping and attainment	Verified
14	Faculty publications/other achievements in the semester	To be improved
15	Workshops/training programs/certification courses (MOOC) conducted or attended	Verified
16	E-content developed by teachers such as: Patashala, SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc.	Not found
17	PTM details (for Mentors/Class teachers only)	Verified
18	Identification of fast and slow learners and action taken	Verified
19	Course end survey report/ Analysis	Verified
20	Any other contribution made in academic and administrative activities	Verified.

Academic Audit: 2022-23 Civil Engg Dept.



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AIEMS-Internal Quality Assurance Cell

Academic Audit Report Compliance Report on Academic Audit (~~Internal~~ / External) ✓

Date:

To

The Principal/IQAC Chairman
 Amruta Institute of Engineering and Management Sciences
 Bidadi, Bengaluru

Subject: Submission of Academic Audit Report of Civil Engg Department –academic Year 2022-23 of Dept. of

Dear Sir,

Please find the Academic Audit Report of above mentioned department conducted on

S.No.	Particulars	Observation of the Audit Team
1	Department Files	<div style="display: flex;"> <div style="width: 30%;"> <ol style="list-style-type: none"> 1. ✓ 2. ✓ 3. ✓ 4. ✓ 5. ✓ 6. ✓ 7. ✓ 8. ✓ 9. ✓ 10. ✓ 11. ✓ 12. ✓ 13. ✓ 14. ✓ </div> <div style="width: 70%; text-align: center; vertical-align: middle;"> <p style="font-size: 1.2em; color: blue;">All files are intact</p> </div> </div>

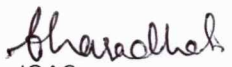
		15. ✓ 16. ✓ 17. ✓ 18. ✓
2	Remark by the Audit Team (Internal / External) ✓	+ less Number of publications + No MOOCs / NPTEL Programmes + No consultancy activities + Admissions are very poor

1. 

2. 

Name and Signature of Audit Team Members
Coordinator




IQAC

Remarks by Principal:

Take consultancy work
Give field exposure to students



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Academic Audit: 2022-23 Mechanil Engg Dept.



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Academic Audit Report Compliance Report on Academic Audit (Internal/External)

Date:

To

The Principal/IQAC Chairman
Amruta Institute of Engineering and Management Sciences
Bidadi, Bengaluru

Subject: Submission of Academic Audit Report of *Mechanical Engg* Department –academic Year
2022-23 of Dept. of

Dear Sir,

Please find the Academic Audit Report of above mentioned department conducted on

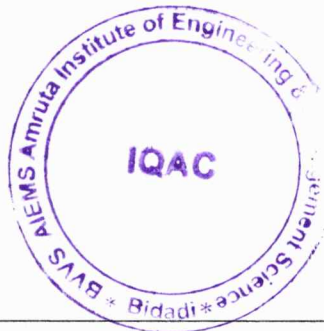
S.No.	Particulars	Observation of the Audit Team
1	Department Files	1. ✓ 2. ✓ 3. ✓ 4. ✓ 5. ✓ 6. ✓ 7. ✓ 8. ✓ 9. ✓ 10. ✓ 11. ✓ 12. ✓ 13. ✓ 14. ✓ <i>All files are intact</i>

		15. ✓ 16. ✓ 17. ✓ 18. ✓
2	Remark by the Audit Team (Internal / External) ✓	* less number of Research publishing * No MOOCs/NPTEL programmes * No consultancy activities * Admissions very poor

1. 

2. 


Name and Signature of Audit Team Members
Coordinator




IQAC

Remarks by Principal:

Give industry exposure
Motivate the students to take value added courses



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Academic Audit: 2022-23 ECE Dept.



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AIEMS-Internal Quality Assurance Cell

Academic Audit Report Compliance Report on Academic Audit (~~Internal~~ / External) ✓

Date:

To

The Principal/IQAC Chairman
Amruta Institute of Engineering and Management Sciences
Bidadi, Bengaluru

Subject: Submission of Academic Audit Report of^{E&C}Department –academic Year
...2022-23... of Dept. of

Dear Sir,

Please find the Academic Audit Report of above mentioned department conducted on
.....

S.No.	Particulars	Observation of the Audit Team
1	Department Files	1. ✓ 2. ✓ 3. ✓ 4. ✓ 5. ✓ 6. ✓ 7. ✓ 8. ✓ 9. ✓ 10. ✓ 11. ✓ 12. ✓ 13. ✓ 14. ✓ All files are intact

		15. ✓ 16. ✓ 17. ✓ 18. ✓
2	Remark by the Audit Team (Internal / External) ✓	* less number of publications * less number of MOOCs / NPTEL Registrations. * less placements

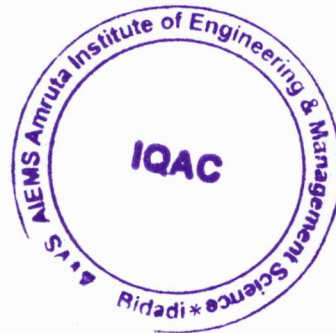
1.

Arjun

2.

Alvin

Name and Signature of Audit Team Members
Coordinator



Bharadwa S.
IQAC

Remarks by Principal:

- Improve publications and involve students
- Give miniprojects to students & take live projects

[Signature]

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Academic Audit: 2022-23 CSE Dept.



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Academic Audit Report Compliance Report on Academic Audit (Internal/External)

Date:

To

The Principal/IQAC Chairman
Amruta Institute of Engineering and Management Sciences
Bidadi, Bengaluru

Subject: Submission of Academic Audit Report of CSE Department –academic Year
2022-23 of Dept. of

Dear Sir,

Please find the Academic Audit Report of above mentioned department conducted on

S.No.	Particulars	Observation of the Audit Team
1	Department Files	<ol style="list-style-type: none">1. ✓2. ✓3. ✓4. ✓5. ✓6. ✓7. ✓8. ✓9. ✓10. ✓11. ✓12. ✓13. ✓14. ✓ <p>All files are intact</p>

		15. ✓ 16. ✓ 17. ✓ 18. ✓
2	Remark by the Audit Team (Internal / External) ✓	* less Number of Publications * less Number of MOOCs/NPTEL registrations * No consultancy activities * less placements

1. 

2. 


Name and Signature of Audit Team Members
Coordinator



Sharada S.
IQAC

Remarks by Principal:

- focus on programming languages
- Increase placement training activities



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Academic Audit: 2022-23 MBA



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AIEMS-Internal Quality Assurance Cell

Academic Audit Report Compliance Report on Academic Audit (Internal/External) ✓

Date:

To

The Principal/IQAC Chairman
Amruta Institute of Engineering and Management Sciences
Bidadi, Bengaluru

Subject: Submission of Academic Audit Report of MBA Department –academic Year
2022-23 of Dept. of

Dear Sir,

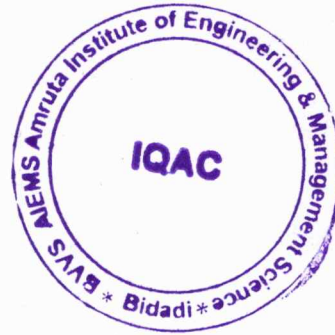
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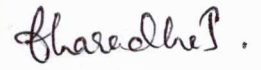
S.No.	Particulars	Observation of the Audit Team
1	Department Files	1. ✓ 2. ✓ 3. ✓ 4. ✓ 5. ✓ 6. ✓ 7. ✓ 8. ✓ 9. ✓ 10. ✓ 11. ✓ 12. ✓ 13. ✓ 14. ✓ <i>All files are intact</i>

		15. ✓ 16. ✓ 17. ✓ 18. ✓
2	Remark by the Audit Team (Internal / External) ✓	* No research publications * No NPTEL/MOOCs courses * No consultancy activities * less placements

1. 
2. 

Name and Signature of Audit Team Members
Coordinator




IQAC

Remarks by Principal:

- Improve communication skills
- take industry projects.



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