



R K COLLEGE OF ENGINEERING

(Accredited by NAAC with 'A' Grade)

Kethanakonda (V), Ibrahimpatnam (M), Vijayawada, AMARAVATI-521456.

Circular

Date: 01.05.2024

All the HODs are informed that, IQAC Academic Audit will be scheduled from 05.08.2024 from 1pm-4pm as per the following schedule.

S.No	Department	Date
1	CE, EEE	04-05-2024
2	ME, FED	06-05-2024
3	CSE, MBA	07-05-2024

Hence, all the HoDs are hereby instructed to compile necessary data and proofs for the audit purposes. Depute one faculty to carry out the audit smoothly

Proforma of audit questionnaire is already communicated to you. Follow the format strictly.

IQAC Coordinator
Coordinator-IQAC
RKCE

Principal
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Copy to:

All HoDs

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Academic & Administrative Audit Report (2023-24)

Department: *Mechanical Engineering*, Date: *06-07-2024*.

S.No	Particulars	HOD's Compliance	Target Met/Not Met	Auditor Remarks
1	Implementation of Academic calendar	<i>Implemented as per AYC.</i>	✓	
2	Certification programs	<i>Conducted as per Curriculum.</i>	✓	
3	No. of students under taking field project/Internship	<i>Improved</i>	✓	
4	Organization of Industrial visit	<i>Yes</i>	✓	
5	Feedback collection from stake holders	<i>Yes</i>	✓	
6	Maintenance of faculty student ratio & Cadre ratio in the department	<i>Yes</i>	✓	
7	Procedure followed in the allotment of subject to faculty	<i>Yes</i>	✓	
8	Course file maintained by the subject teachers and in updated periodically	<i>Yes</i>	✓	
9	Mentoring system	<i>Done partially</i>	✓	<i>Recommended to do mentoring regularly</i>
10	Student professional society chapter and association activities	<i>—</i>	<i>—</i>	<i>Have to establish.</i>
11	Allotment of additional responsibilities to faculty	<i>Yes</i>	✓	
12	ICT Techniques adopted in teaching and learning	<i>Yes</i>	✓	

Anil Kumar
Coordinator-IOAC
RKCE

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Academic & Administrative Audit Report (2023-24)

Department:

Date:

S.No	Particulars	HOD's Compliance	Target Met/Not Met	Auditor Remarks
21	Linkages with institutions/industries for internship, on-The-Job training, project work, sharing of research facilities etc.	Yes	✓	
22	Per day usage of library by teachers and students	6:12	✓	must improve all t & s.
23	Bandwidth of internet	1 GBPS	✓	provide more
24	Management merit scholarship	3 students	✓	merit award
25	Skill enhancement initiatives	Conducted as per curriculum	✓	Conduct in more no.
26	No. of placements of outgoing students	100%	✓	
27	Student qualified in competitive examinations	—	Not met	Provide more training.
28	Students admitted in higher studies	—	Not met.	Motivate the students
29	Awards/medals for outstanding performance in sports, yoga/cultural activities at national/international level.	—	Not met	must Encourage the students

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Academic & Administrative Audit Report (2023-24)				
Department: <i>Mechanical Engineering</i> Date: <i>06-01-2024</i>				
S.No	Particulars	HOD's Compliance	Target Met/Not Met	Auditor Remarks
13	Pass Percentage of outgoing students	<i>93%</i>	<input checked="" type="checkbox"/>	
14	Dissemination of PEOs, POs, PSO, COs	<i>Done</i>	<input checked="" type="checkbox"/>	
15	No. of faculty participated in conferences and symposia	<i>All faculties</i>	<input checked="" type="checkbox"/>	
16	Organization of guest lectures, Workshops, etc..	<i>Yes</i>	<input checked="" type="checkbox"/>	
17	Extension activities in tile neighborhood community in terms of impact and sensitizing students to social issues and holistic development	<i>NSS unit Conducted for all Subjects</i>	<input checked="" type="checkbox"/>	
18	Adequate facilities for teaching -learning, viz., classrooms, laboratories, computing equipment, etc.	<i>Yes</i>	<input checked="" type="checkbox"/>	
19	No. of students participating in extension activities	<i>All students</i>	<input checked="" type="checkbox"/>	
20	Established systems aid procedures for maintaining and utilizing physical, academic and support facilities laboratory, library, sports complex, computers, classrooms me.	<i>Yes</i>	<input checked="" type="checkbox"/>	

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Academic & Administrative Audit Report (2023-24)				
Department:		Date:		
S.No	Particulars	HOD's Compliance	Target Met/Not Met	Auditor Remarks
30	Alumni association/chapters meetings conducted	01	✓	Conduct more meetings.
31	Organization of professional development programs	IQAC organized FDP'S	✓	Improve the No. of activities
32	Teachers attending professional development programs	10+	✓	Encourage the teacher to attend more programs
33	Effectiveness of various bodies/cells/committees is evident through minutes of meetings and implementation of their resolutions.	Yes	✓	


HOD


Auditor 1


Auditor 2


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