



# SJB Institute of Technology

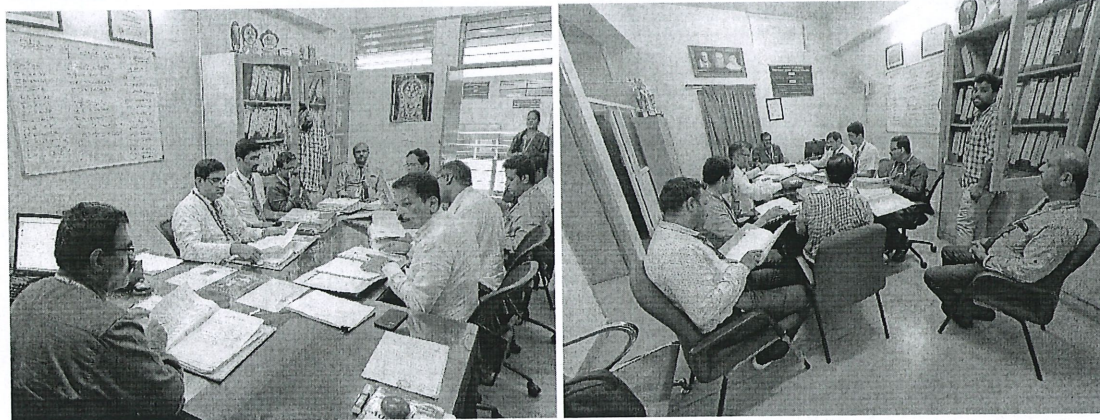
Affiliated to Visvesvaraya Technological University, Belagavi. Approved by AICTE, New Delhi  
Accredited by NAAC, New Delhi with 'A' Grade Recognized by UGC, New Delhi with 2(f) and 12(B)  
BGS Health and Education City, Kengeri, Bengaluru-560 060

## QUALITY AUDIT REPORT

**DEPT.: CSE**

**Date: 20/05/2022**

**Glimpses of Audit conduction in Department of CSE (ODD SEM) on 20<sup>th</sup> May 2022.**



### **Total Quality Management (TQM) Parameters**

Sec tion	Sl. No.	Parameters	Observations	Suggestions
Dept. centric activities	1	Maintenance of Accreditation files (To check all files and latest updates)	Department files need improvement as per standard format.	Need Improvement in managing files
	2	Subject allotment and workload	Subject documents & workload are available	
	3	Lesson plan for 100% syllabus (standard format)	Documents are available	
	4	Notes material readiness, for 100% syllabus	iBooks & iTunesU are prepared	
	5	Question bank (VTU's at least 5 papers in the book form)	Few subject QP available	Subject handling faculty to share the work
	6	Solutions to the above question bank (in the book form)	Few subject QP Solution available	Subject handling faculty to share the work
	7	Lab manual with viva question (in the book form)	Completed as per format	
	8	Time-table: Originally approved, Modification etc.	Completed as per format	
	9	Orientation to new & old staff, students: by HOD, Details should incorporate comprehensive plan as suggested by the principal.	Conducted virtually	Needs to be filed and recorded
	10	Test conduction, Time Table, test QP, scheme, attendance, finalization of marks & absentees (more absentees award less marks)	Few Question Papers has to be formatted	Test coordinator to follow up



11	Critical attendance and internal marks cases, action taken, improvement	Soft copy is available	
12	Interaction with parents (to document in the standard format)	Conducted as per format	Need more number of interactions
13	Staff meeting (at least six meetings, one for subject allotment, one before commencement of sem, one before each test and one before end of sem)	Completed as per format	
14	HOD & Class teacher meeting with students (at least two)	Completed as per format	
15	Dept. specific professional bodies like CSI/IEEE/Dept. Asson. Etc	IEEE Chapter	Initiate activities under active professional body
16	Exam Results (teacher wise and subject wise, dept result history, rank probable's list)	Completed as per format	
17	Department committee works: effectiveness, documentation etc and Assignment of other departmental work to all staff	Few committees not initiated due to COVID-19	Coordinators to follow-up
18	Alumni meet, effective Interaction & presentation to our students.	Completed as per format	
19	Written code of conduct and lectures for students and faculty members, including professional ethics, social etiquettes, moral values and social responsibility (at least one)	Available as per format	
20	Industry tie up (at least with one reputed industry)	Active	Initiate activity under MoU
21	New staff recruitment (check with standard procedure)	Completed as per format	
22	Book publication (at least one in the dept)	Web Recommendation Systems by Dr. Srikantiah KC	Encourage faculties to make publications
23	Fund from AICTE, DST, VTU etc (at least one)	NIL	Encourage faculties to submit funding proposal
24	Consultancy work by the department	NIL	Encourage faculties to interact with outside world
25	Circular procedure & maintenance (office, VTU & dept Circulars)	Completed as per format	
26	Thought for the day (to check the day wise quotes)	Completed as per format	
27	Staff OOD details (% of staff deputed and documentation)	Less documents available	Consolidated list to be enclosed
28	Stock verification (if done)	Completed as per format	
29	Purchase (check with standard procedure)	Completed as per format	
30	Upkeep of department units (labs, class & staff rooms, etc.)	Completed as per format	
31	Some innovative methods adopted in the dept.	Adopted at teaching level (videos, simulators, demonstration models etc.)	Also adapt for administrative works



Staff and Student centric activities	32	Student registration (to check method followed)	Completed as per format	
	33	Late coming students (list follow up action improvement)	Online classes due to pandemic	
	34	Student discipline: ID cards, Dress code, neat haircut, No mobile phone, (surprise visit action improvement)	Online classes due to pandemic	
	35	Proctor system (meeting noting problems, follow up action)	(Due to Pandemic) 1. Student data incomplete 2. 100% proctor books not shown. 3. Parents meeting contents not updated	Fulfill in the upcoming semester
	36	Syllabus covered details (to compare the lesson planning)	Completed as per format	
	37	Lab conduction details (to follow the procedure given by the college)	Conducted through Portal	
	38	Beyond syllabus (at least two, before III test document in a file)	Conducted through Portal & Teams	
	39	Less detention cases due to attendance and exam not attended (list and follow action)	Online classes due to pandemic	Fulfill in the upcoming semester
	40	Additional classes to weak students (to show documents)	Online classes due to pandemic	Fulfill in the upcoming semester
	41	Management of assignment (questions, submission & documents)	Conducted through Online Quiz	
	42	Identification of weak students after I test & follow up action	Online classes due to pandemic	
	43	Student information system (to update the records)	Completed as per format	
	44	Student presentation in class room: subject teacher to document	Online conduction due to pandemic	Fulfill in the upcoming semester
	45	Paper by staff	SCI/Scopus//WOS/Others, 37 faculties (05)	To motivate other staffs also to publish more papers
	46	Paper by students	Done, 400 students (08)	To motivate other students also to publish papers
	47	Staff membership of professional bodies	ISTE-08, CSI-03 IEEE-04, IAENG-31 IEI-18, IFERP-01	Good number of Professionalbodies membership taken by faculties
	48	Staff club (formation and its activities) like community services	Community service 50000/- donated	
	49	Guest lecturers (at least two for staff / students, before III test)	Importance of communication, by Mr. Lalith, 3 <sup>rd</sup> sem & 5 <sup>th</sup> sem How to be industry ready? By Vikas V, 7 <sup>th</sup> sem	
	50	Non-teaching training (at least one, min for 3 days)	12,14.,15, Sep 2020 In-House, 4-Speaker & 10-Participants on Data Science	
	51	Workshop (min 2 days for students) OR National/ International Conference	EWDP	



52	Workshop (min for 3 days) OR FDP (min for 6 days) for staff	15 to 17 March 2021, Mobile Application, Selva kumar 27 <sup>th</sup> Aug to 2 <sup>nd</sup> Sep 2020, Datascience & Cyber security (6 days)	
53	Sports activities (as per committees plan)	Conducted as per format	
54	Cultural activities (as per committees plan)	Conducted as per format	
55	Technical, quiz etc. competition (as per technical committees plan)	Conducted as per format	
56	Picnic /Tour/ Industry visits: following standard procedure (at least one)	Trip not planned due to pandemic	To initiate in the upcoming semester
57	Coaching classes for GATE, GRE, TOEFL, etc.	No documentation	To record and file the activity carried out
58	Library attendance of staff (% and frequency, best lib user)	Less (due to pandemic)	Needs improvement
59	Performance appraisal (cumulative records & individual teacher)	Conducted as per format	
60	Attendance registers (neat entry, sign of HOD & staff), Blue books & Index sheets (compare with attendance, action on absentees)	1. Attendance Percentage, Signature, LP HoD Sign, Test Marks missing in few books. 2. LP dates not actual dates of class, Topics covered not entered 3. Result Abstract in few books	Needs updations as per the requirement post covid-19

### Audit members

Sl. No.	Name	Member	Signature
1.	Dr. Vijayaprakash, Dept of ECE BIT, Bengaluru	External	Vjpr
2.	Prof. Nagaraju. P. Dept of ETE RVCE, Bengaluru		P. Nagaraju
3.	Dr B H. Doranayya	Internal	BH Doranayya
4.	H. Narencha Kumar		H. Narencha
5.	Dr. Vijayakumar S		Vijayakumar S
6.	Shruthi T. S.		Shruthi T. S.
7.	Dr. Sanjay Kumar. S.M.		Sanjay Kumar
8.	Dr. M. J. Chandrasekhar		M. J. Chandrasekhar
9.	Dr. Rekha. B		Rekha. B

  
 IQAC Coordinator  
 (Dr. Babu N V)

  
 Principal  
 (Dr. K V Mahendra Prashanth)

Principal  
 SJB Institute of Technology  
 # 67, BGS Health & Education City,  
 Dr. Vishnuvardhan Road,  
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Certified by ISO 9001-2015

BGS Health and Education City, Kengeri, Bengaluru-560 060

## Quality Audit Summary

**Academic year:** ODD/2020-21

**Department:** Computer Science & Engineering

**Date of Audit:** 20/05/2022

Quality Audit of Dept. of CSE conducted and the Road map of the Departments were planned & executed appropriately.

The following are Observations, Suggestions, Strength, and Weakness given by the QA Committee members.

### Observations:

1. Subject wise result analysis was carried out regularly.
2. Calendar of events were prepared in advance and also executed.
3. Students were encouraged to participate in Extra Curricular/Co-Curricular activities.
4. Students must be encouraged to participate in paper publication
5. Departmental activities are recorded.
6. Alumni association activities/interaction needs to be increased.
7. No. of Research papers published is less.
8. Innovative method in the dept. needs to be improved.

### Suggestions:

1. Establishment of Center of Excellence & encourage faculties to submit funding proposal.
2. To enhance Alumni network & make use of the same.
3. Students to be encouraged to take up higher studies & other competitive examinations.
4. Consultancy needs to be initiated.
5. Dept. specific professional bodies activities has to be initiated.
6. Faculties & Students should be motivated for Quality Publications.
7. Encourage faculties to interact with the outside world.

### Strength:



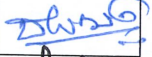
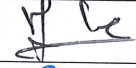
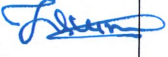

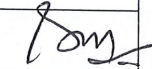

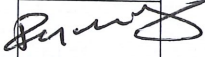
- Academics process & performance is good
- Excellent laboratory facilities
- Highly motivated faculty members in the department.
- Good number of Professional bodies membership taken by faculties


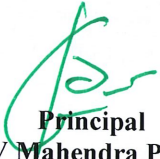
### Weakness:

- Research funding has to be improved.
- Industrial visit must be arranged to the students.



## Audit members

Sl. No.	Name	Member	Signature
1.	Dr. Vijayaprakash, Dept of ECE BIT, Bengaluru	External	
2.	prof. Nagaraju. P. Dept of ETE RVCE, Bengaluru		
3.	Dr B.H. Doranumy	Internal	
4.	H. Narendra Kumar		
5.	Dr. Vijayarajan		
6.	Sharath T.S.		
7.	Dr. Sanjay Kumar. S.M.		
8.	Dr. M.J. Chandrasekhar		
9.	Dr. Rekha, B		

 <b>IQAC Coordinator</b> (Dr. Babu N V)	 <b>Principal</b> (Dr. K V Mahendra Prashanth)
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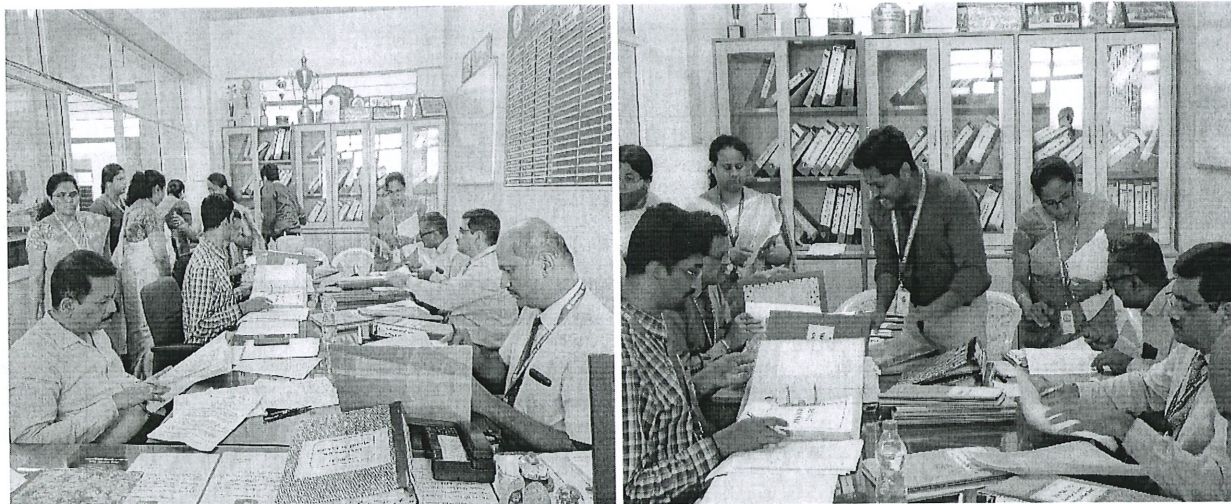


## QUALITY AUDIT REPORT

DEPT.: ISE

Date: 20/05/2022

Glimpses of Audit conduction in Department of ISE (ODD SEM) on 20<sup>th</sup> May 2022



### Total Quality Management (TQM) Parameters

Sect ion	Sl. No.	Parameters	Observations	Suggestions
Dept. centric activities	1	Maintenance of Accreditation files (To check all files and latest updates)	Department files need improvement as per standard format.	Need Improvement in managing files
	2	Subject allotment and workload	Subject documents & workload are available	
	3	Lesson plan for 100% syllabus (standard format)	Documents are available	
	4	Notes material readiness, for 100% syllabus	iBooks & iTunesU are prepared	
	5	Question bank (VTU's at least 5 papers in the book form)	Few subject QP available	Subject handling faculty to share the work
	6	Solutions to the above question bank (in the book form)	Few subject QP Solution available	Subject handling faculty to share the work
	7	Lab manual with viva question (in the book form)	Completed	
	8	Time-table: Originally approved, Modification etc.	Completed	
	9	Orientation to new & old staff, students: by HOD, Details should incorporate comprehensive plan as	Completed	





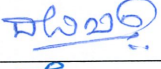

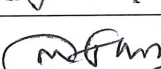
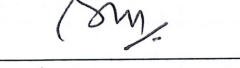


	suggested by the principal.		
10	Test conduction, Time Table, test QP, scheme, attendance, finalization of marks & absentees (more absentees award less marks)	Few Question Papers comments missing	Test coordinator to follow up
11	Critical attendance and internal marks cases, action taken, improvement	Completed	
12	Interaction with parents (to document in the standard format)	Completed	Very good number of interactions
13	Staff meeting (at least six meetings, one for subject allotment, one before commencement of sem, one before each test and one before end of sem)	Completed	
14	HOD & Class teacher meeting with students (at least two)	01, done	Need more number of interactions
15	Dept. specific professional bodies like CSI/IEEE/Dept. Assn. Etc	CSI Chapter	Initiate activities under active professional body
16	Exam Results (teacher wise and subject wise, dept result history, rank probable's list)	Completed	
17	Department committee works: effectiveness, documentation etc and Assignment of other departmental work to all staff	Few committees not initiated due to COVID-19	Coordinators to follow-up
18	Alumni meet, effective Interaction & presentation to our students.	Few interactions	Regular interactions must be enhanced
19	Written code of conduct and lectures for students and faculty members, including professional ethics, social etiquettes, moral values and social responsibility (at least one)	Available, Programs not initiated due to COVID-19	Fulfill through online programs
20	Industry tie up (at least with one reputed industry)	NIL	Initiate MoU with respect to placement & academics
21	New staff recruitment (check with standard procedure)	Done	
22	Book publication (at least one in the dept)	NIL	Encourage faculties to make publications
23	Fund from AICTE, DST, VTU etc. (at least one)	NIL	Encourage faculties to submit funding proposal
24	Consultancy work by the department	NIL	Encourage faculties to interact with outside world
25	Circular procedure & maintenance (office, VTU & dept Circulars)	Done	
26	Thought for the day (to check the day wise quotes)	Done	
27	Staff OOD details (% of staff deputed and documentation)	Done	
28	Stock verification (if done)	Done	
29	Purchase (check with standard procedure)	Done	
30	Upkeep of department units (labs, class & staff rooms, etc.)	Done	
31	Some innovative methods adopted in	Adopted at teaching level	Also adapt for administrative





		the dept.	(videos, simulators, demonstration models etc.)	works
Staff and Student centric activities	32	Student registration (to check method followed)	Done	
	33	Late coming students (list follow up action improvement)	Online classes due to pandemic	
	34	Student discipline: ID cards, Dress code, neat haircut, No mobile phone, (surprise visit action improvement)	Online classes due to pandemic	
	35	Proctor system (meeting noting problems, follow up action )	1.Student data incomplete 2.100% proctor books not shown. (Due to Pandemic) 3. Parents meeting contents not updated	Fulfill in the upcoming semester
	36	Syllabus covered details (to compare the lesson planning)	Done	100%
	37	Lab conduction details (to follow the procedure given by the college)	Done	
	38	Beyond syllabus (at least two, before III test document in a file )	Not planned	Fulfill in the upcoming semester
	39	Less detention cases due to attendance and exam not attended (list and follow action)	Online classes due to pandemic	
	40	Additional classes to weak students (to show documents)	Online classes due to pandemic	
	41	Management of assignment (questions, submission & documents)	Conducted through Quiz	
	42	Identification of weak students after I test & follow up action	Online classes due to pandemic	
	43	Student information system (to update the records)	Done	
	44	Student presentation in class room : subject teacher to document	Not planned	Fulfill in the upcoming semester
	45	Paper by staff	SCI/Scopus//WOS/Others, 25 faculties	To motivate other staffs also to publish more papers
	46	Paper by students	Done, 240 students	To motivate other students also to publish papers
	47	Staff membership of professional bodies	ISTE-21, CSI-02 IEEE-01, IAENG-27 MIEAM-01	Good number of Professional bodies membership taken by faculties
	48	Staff club (formation and its activities) Like community services	Badminton & Farewell	
	49	Guest lecturers (at least two for staff / students, before III test)	23.11.2021, Job search, 5 <sup>th</sup> sem 09.12.2020 by Prasad, 3 <sup>rd</sup> sem building networking	
	50	Non-teaching training (at least one, min for 3 days)	NIL	To initiate in the upcoming semester
	51	Workshop (min 2 days for students) OR National/International Conference	EWDP	

52	Workshop (min for 3 days) OR FDP (min for 6 days) for staff	NIL	To initiate in the upcoming semester
53	Sports activities ( as per committees plan)	Online classes due to pandemic	To initiate in the upcoming semester
54	Cultural activities ( as per committees plan)	Online classes due to pandemic	To initiate in the upcoming semester
55	Technical, quiz etc. competition (as per technical committees plan)	Quiz	
56	Picnic /Tour/ Industry visits : following standard procedure (at least one)	NIL	To initiate in the upcoming semester
57	Coaching classes for GATE, GRE, TOEFL, etc	No documentation	To record and file the activity carried out
58	Library attendance of staff (% and frequency, best lib user)	Less (due to pandemic)	Need improvement
59	Performance appraisal (cumulative records & individual teacher)	Done	
60	Attendance registers (neat entry, sign of HOD & staff), Blue books & Index sheets (compare with attendance, action on absentees)	1.Attendance Percentage, Signature, LP HoD Sign, Test Marks missing in few books 2.LP dates not actual dates of class, Topics covered not entered 3. Result Abstract in few books	Needs updations as per the requirement post covid-19

### Audit members

Sl. No.	Name	Member	Signature
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8.	Dr M J. Chandrasekhar M J		

 <b>IQAC Coordinator</b> (Dr. Babu N V)	 <b>Principal</b> (Dr. K V Mahendra Prashanth) <b>Principal</b>
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## Quality Audit Summary

**Academic year:** ODD/2020-21

**Department:** Information Science & Engineering

**Date of Audit:** 20/05/2022

Quality Audit of Dept. of ISE conducted and the Road map of the Departments were planned & executed appropriately.

The following are Observations, Suggestions, Strength, and Weakness given by the QA Committee members.

### Observations:

1. Subject wise result analyses were carried out regularly.
2. Calendar of events were prepared in advance and also executed.
3. Students were encouraged to participate in Extra Curricular/Co-Curricular activities.
4. Students must be encouraged to participate in paper publication
5. Departmental activities are recorded.
6. Alumni association activities/interaction needs to be increased.
7. No. of Research papers published is less.
8. Innovative method in the dept. needs to be improved.

### Suggestions:

1. Establishment of Center of Excellence & encourage faculties to submit funding proposal.
2. Consultancy activities are to be initiated.
3. Dept. specific professional bodies activities has to be initiated.
4. Faculties & Students Publications need to be encouraged.
5. Encourage faculties to interact with the outside world.
6. Alumni databases & interactions to be increased and same to be updated.
7. Students to be encouraged to take up higher studies & other competitive examinations.



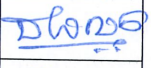
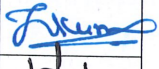

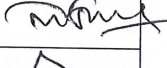
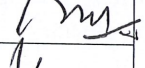

### Strength:


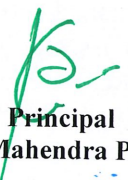
- Academics process & performance is good
- Teaching methodology is good
- Labs are well maintained and utilized
- Good number of Professional bodies membership taken by faculties

### Weakness:

- Less number of faculties with doctorates
- Staff interaction with outside world is less
- Consultancy is nil
- Staff & Students publications are few

## Audit members

Sl. No.	Name	Member	Signature
1.	Dr. vijaya prakash, Dept of ECE BIT, Bengaluru	External	
2.	Prof. Nagaraju. P. Dept of ETE RVCE, Bengaluru		
3.	Dr B.H. Dorewamy	Internal	
4.	Dr. Vijaya kumar		
5.	H-Narendra Kumar		
6.	Dr. Sashank K C		
7.	Dr. Sanjay Kumar. S. M.		
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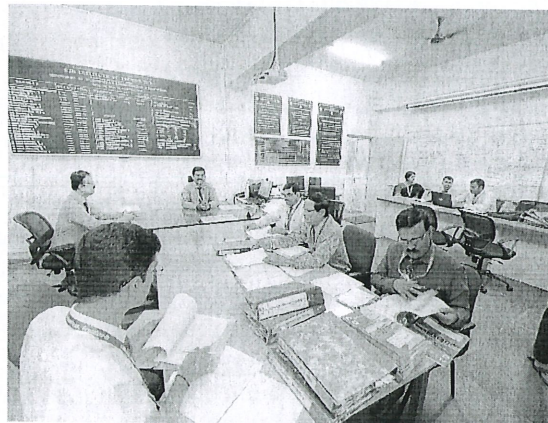
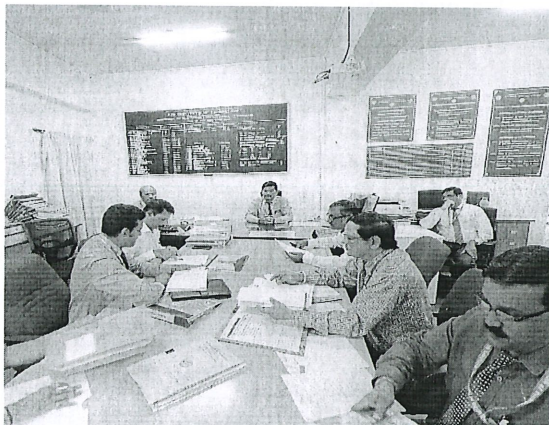
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### QUALITY AUDIT REPORT

**DEPT.: ECE**

**Date: 19/05/2022**

#### **Glimpses of Audit conduction in Department of ECE (ODD SEM) on 19<sup>th</sup> May 2022**



#### **Total Quality Management (TQM) Parameters**

Section	No.	Parameters	Observations	Suggestions
Dept. centric activities	1	Maintenance of Accreditation files (To check all files and latest updates)	Few improvement are required to meet as per standard format.	Need Improvement in managing files
	2	Subject allotment and workload	Subject documents & workload are available	
	3	Lesson plan for 100% syllabus (standard format)	Documents are available	
	4	Notes material readiness, for 100% syllabus	iBooks & iTunesU are prepared	
	5	Question bank (VTU's at least 5 papers in the book form)	Few subject QP available	Subject handling faculty to share the work
	6	Solutions to the above question bank (in the book form)	Few subject QP Solution available	Subject handling faculty to share the work
	7	Lab manual with viva question (in the book form)	Verified and Finalized	
	8	Time-table: Originally approved, Modification etc.	Verified and Finalized	
	9	Orientation to new & old staff, students: by HOD, Details should incorporate comprehensive plan as suggested by the principal.	Verified and Finalized	

10	Test conduction, Time Table, test QP, scheme, attendance, finalization of marks & absentees (more absentees award less marks)	Few Question Papers comments missing	Test coordinator to follow up
11	Critical attendance and internal marks cases, action taken, improvement	Completed as per format	
12	Interaction with parents (to document in the standard format)	Completed as per format	Very good number of interactions
13	Staff meeting (at least six meetings, one for subject allotment, one before commencement of sem, one before each test and one before end of sem)	Completed as per format	
14	HOD & Class teacher meeting with students (at least two)	Conducted as per format	
15	Dept. specific professional bodies like CSI/IEEE/Dept. Assocn. Etc	Registered one professional body	Initiate activities under active professional body
16	Exam Results (teacher wise and subject wise, dept result history, rank probable's list)	Completed as per format	
17	Department committee works: effectiveness, documentation etc. and Assignment of other departmental work to all staff	Few signatures to be attested in committee files	Coordinators to verify sensibly
18	Alumni meet, effective Interaction & presentation to our students.	Completed	
19	Written code of conduct and lectures for students and faculty members, including professional ethics, social etiquettes, moral values and social responsibility (at least one)	Conducted only for students	Organize for faculties in the next semester
20	Industry tie up (at least with one reputed industry)	Active	
21	New staff recruitment (check with standard procedure)	Completed	
22	Book publication (at least one in the dept.)	Sci/Indexed, Scopus	
23	Fund from AICTE, DST, VTU etc (at least one)	Received and Completed	
24	Consultancy work by the department	Ongoing	Encourage faculties to interact with outside world
25	Circular procedure & maintenance (office, VTU & dept. Circulars)	Done	
26	Thought for the day (to check the day wise quotes)	Done	
27	Staff OOD details (% of staff deputed and documentation)	40% faculties deputed	Motivate other faculties
28	Stock verification (if done)	Conducted as per format	
29	Purchase (check with standard procedure)	Conducted as per format	
30	Upkeep of department units (labs, class & staff rooms, etc.)	Conducted as per format	
31	Some innovative methods adopted in the dept.	Innovation Club in progress and Guest Lectures	Also adapt for administrative works



Staff and Student centric activities	32	Student registration (to check method followed)	Done	
	33	Late coming students (list follow up action improvement)	Online classes due to pandemic	
	34	Student discipline: ID cards, Dress code, neat haircut, No mobile phone, (surprise visit action improvement)	Online classes due to pandemic	
	35	Proctor system (meeting noting problems, follow up action)	(Due to Pandemic) 1. Student data incomplete 2. Proctor books not updated. 3. Parents interactions not updated	Fulfill in the upcoming semester
	36	Syllabus covered details (to compare the lesson planning)	Done	100%
	37	Lab conduction details (to follow the procedure given by the college)	Conducted through online mode	
	38	Beyond syllabus (at least two, before III test document in a file )	Not planned	Fulfill in the upcoming semester
	39	Less detention cases due to attendance and exam not attended (list and follow action)	No cases found	
	40	Additional classes to weak students (to show documents)	Online classes due to pandemic	
	41	Management of assignment (questions, submission & documents)	Conducted through Quiz	
	42	Identification of weak students after I test & follow up action	Online classes due to pandemic	
	43	Student information system (to update the records)	Completed	
	44	Student presentation in class room : subject teacher to document	Not planned	Fulfill in the upcoming semester
	45	Paper by staff	SCI/Scopus//WOS/Others , 28 faculties	To motivate other staffs also to publish more papers
	46	Paper by students	Done, Non-Scopus	To motivate all the students also to publish papers
	47	Staff membership of professional bodies	ISTE-20 IE - 15 IEEE-04 IAENG-2 ASCCS-01 ASI - 01	Good number of Professional bodies membership taken by faculties
	48	Staff club (formation and its activities ) Like community services	Conducted as per format	
	49	Guest lectures (at least two for staff / students, before III test)	Virtual Awareness on Cancer Prevention & Healthy Life Style By Begum.	
	50	Non-teaching training (at least one, min for 3 days)	Not conducted	To initiate in the upcoming semester
	51	Workshop (min 2 days for students) OR National/International Conference	EWDP	
	52	Workshop (min for 3 days) OR FDP (min for 6 days) for staff	One-week FDP on Optimization on ML	

53	Sports activities (as per committees plan)	Online classes due to pandemic	To initiate in the upcoming semester
54	Cultural activities (as per committees plan)	Conducted for faculty	To initiate in the upcoming semester
55	Technical, quiz etc. competition (as per technical committees plan)	Conducted	
56	Picnic /Tour/ Industry visits: following standard procedure (at least one)	Not organized	To initiate in the upcoming semester
57	Coaching classes for GATE, GRE, TOEFL, etc.	List of Participants not documented	To record and file the activity carried out
58	Library attendance of staff (% and frequency, best lib user)	Less (due to pandemic)	Need improvement
59	Performance appraisal (cumulative records & individual teacher)	Completed as per format	
60	Attendance registers (neat entry, sign of HOD & staff), Blue books & Index sheets (compare with attendance, action on absentees)	Few documents needs to be verified	Needs updations carefully as per the requirement in post covid-19

### Audit members

Sl. No.	Name	Member	Signature
1.	Dr. Vijayaprakash, Dept of ECE BIT, Bengaluru	External	Vjpr
2.	Prof. Nagaraju. P. Dept of ECE RVCE, Bengaluru		P. Nagaraju
3.	Dr. B. H. Doriswamy	Internal	B. H. Doriswamy
4.	H. Narendra Kumar		H. N. Kumar
5.	Dr. Shantana K C		Shantana K C
6.	Shruthi T. S.		Shruthi T. S.
7.	Dr. Sanjay Kumar. S. M.		Sanjay Kumar. S. M.
8.	Dr. M. J. Chandrasekhar		M. J. Chandrasekhar
9.	Dr. Retha. B		Retha. B

IQAC Coordinator  
(Dr. Babu N V)

Principal  
(Dr. K V Mahendra Prashanth)  
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Certified by ISO 9001-2015

BGS Health and Education City, Kengeri, Bengaluru-560 060

## Quality Audit Summary

**Academic year:** ODD/2020-21

**Department:** Electronics & Communication Engineering

**Date of Audit:** 19/05/2022

Quality Audit of Dept. of ECE conducted and the Road map of the Departments were planned & executed appropriately.

The following are Observations, Suggestions, Strength, and Weakness given by the QA Committee members.

### Observations:

1. Academic Calendar of events were prepared in advance and the same was executed.
2. Departmental activities are recorded.
3. Dept. specific professional bodies activities are to be improved.
4. Alumni activities were less.
5. Papers were published in peer reviewed journals.
6. Center of Excellence (NI lab) establishment was much appreciated.
7. Subject wise result analyses were carried out regularly.
8. Non-Teaching staff training program is not conducted.
9. Beyond the syllabus is not done.
10. Coaching classes for GATE/GRE/TOEFL are not upto the mark.

### Suggestions:

1. Staff should be encouraged to interact with outside world.
2. Consultancy & funded project to be enhanced.
3. Faculty Publications to be improved.
4. Students Publications need to be encouraged.
5. Alumni databases & interactions to be increased.
6. Community service activities need to be improved.
7. To concentrate more on slow learners.
8. Library utilizations to be improved.

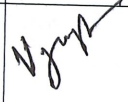


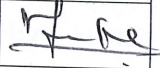
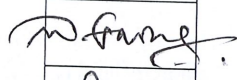
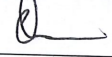
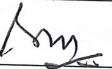
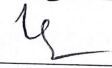
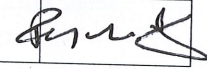
### Strength:



- Academics process & performance is good.
- Research funding is good.
- Reasonably good number of publications.
- Number of highly qualified faculties in the department is good.

### Weakness:

- Consultancy work is less.
- Staff interaction with outside world is less.

## Audit members

Sl. No.	Name	Member	Signature
1.	Dr. Vijayaprakash, Dept of ECE BIT, Bengaluru	External	
2.	Prof. Nagaraju. P. Dept of ETE RVCE, Bengaluru		
3.	Dr B H. Doraswamy	Internal	
4.	H. warenda Kumar		
5.	Dr. Sankaradas K		
6.	Bharathi T.J		
7.	Dr. Sanjay Kumar, S.M.		
8.	Dr. M.J. Chandrasekhar		
9.	Dr. Rekha B		

 <b>IQAC Coordinator</b> <b>(Dr. Babu N V)</b>	 <b>Principal</b> <b>(Dr. K V Mahendra Prashanth)</b> <b>Principal</b>
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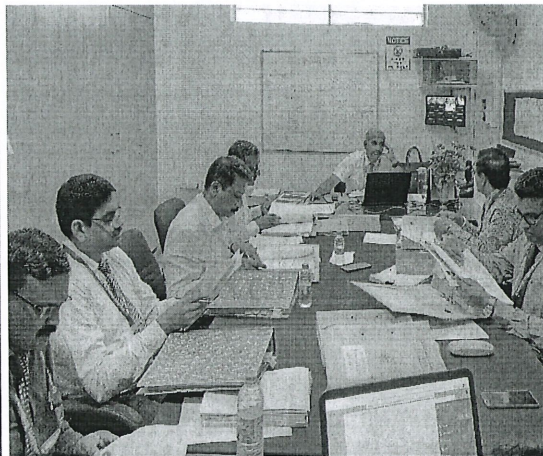
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## QUALITY AUDIT REPORT

DEPT.: EEE

Date: 19/05/2022

Glimpses of Audit conduction in Department of EEE (ODD SEM) on 19<sup>th</sup> May, 2022.



Sect ion	Sl. No.	Parameters	Observations	Suggestions
Dept. centric activities	1	Maintenance of Accreditation files (To check all files and latest updates)	Department files need improvement as per standard format.	Need Improvement in managing files
	2	Subject allotment and workload	Subject documents & workload are available	
	3	Lesson plan for 100% syllabus (standard format)	Documents are available in Portal only	
	4	Notes material readiness, for 100% syllabus	iBooks & iTunesU are prepared	
	5	Question bank (VTU's at least 5 papers in the book form)	Documents are available and recorded	
	6	Solutions to the above question bank (in the book form)	Documents are available and recorded	
	7	Lab manual with viva question (in the book form)	Completed as per format	
	8	Time-table: Originally approved, Modification etc.	Completed as per format	
	9	Orientation to new & old staff, students: by HOD, Details should incorporate comprehensive plan as suggested by the principal.	Completed as per format	Photos need to be specific

10	Test conduction, Time Table, test QP, scheme, attendance, finalization of marks & absentees (more absentees award less marks)	Question paper available	Scheme and Solution needs to be added
11	Critical attendance and internal marks cases, action taken, improvement	Completed as per format	
12	Interaction with parents (to document in the standard format)	Completed as per format	
13	Staff meeting (at least six meetings, one for subject allotment, one before commencement of sem, one before each test and one before end of sem)	Completed as per format	
14	HOD & Class teacher meeting with students (at least two)	Conducted as per format	
15	Dept. specific professional bodies like CSI/IEEE/Dept. Asson. Etc	Registered one professional body	Initiate activities under active professional body
16	Exam Results ( teacher wise and subject wise, dept result history, rank probable's list)	Completed as per format	
17	Department committee works: effectiveness, documentation etc and Assignment of other departmental work to all staff	Involved in few committees	Needs initiation of activity under committee
18	Alumni meet, effective Interaction & presentation to our students	Less interactions	Needs improvement
19	Written code of conduct and lectures for students and faculty members, including professional ethics, social etiquettes, moral values and social responsibility (at least one)	Conducted as per format	
20	Industry tie up (at least with one reputed industry)	Active	
21	New staff recruitment (check with standard procedure)	Conducted as per format	
22	Book publication (at least one in the dept)	NIL	
23	Fund from AICTE, DST, VTU etc (at least one)	NIL	
24	Consultancy work by the department	NIL	
25	Circular procedure & maintenance (office, VTU & dept Circulars)	Completed as per format	
26	Thought for the day (to check the day wise quotes)	Completed as per format	
27	Staff OOD details (% of staff deputed and documentation)	Completed as per format	
28	Stock verification (if done)	Completed as per format	
29	Purchase (check with standard procedure)	Completed as per format	
30	Upkeep of department units (labs, class & staff rooms, etc.)	Completed as per format	
31	Some innovative methods adopted in the dept.	Teaching aids	Also adapt for administrative works





Staff and Student centric activities	32	Student registration (to check method followed)	Completed as per format	
	33	Late coming students (list follow up action improvement)	Online classes due to pandemic	
	34	Student discipline: ID cards, Dress code, neat haircut, No mobile phone, (surprise visit action improvement)	Online classes due to pandemic	
	35	proctor system (meeting noting problems, follow up action )	(Due to Pandemic) 1.Student data incomplete 2. Proctor books not updated. 3.Parents interactions not updated	Fulfill in the upcoming semester
	36	Syllabus covered details (to compare the lesson planning)	Verified and Finalized	
	37	Lab conduction details (to follow the procedure given by the college)	Online classes due to pandemic	
	38	Beyond syllabus (at least two, before III test document in a file )	Soft Copy available	
	39	Less detention cases due to attendance and exam not attended (list and follow action)	Online classes due to pandemic	
	40	Additional classes to weak students (to show documents)	Online classes due to pandemic	
	41	Management of assignment (questions, submission & documents)	Quiz	
	42	Identification of weak students after I test & follow up action	No weak students	
	43	Student information system (to update the records)	Completed	
	44	Student presentation in class room : subject teacher to document	Completed	
	45	Paper by staff	Scopus/Others,13 faculties	To motivate other staffs also to publish more papers
	46	Paper by students	Others	To motivate all the students also to publish papers
	47	Staff membership of professional bodies	ISTE-03, IEEE-02 IAENG-11, IRED-03, IEI-03	Good number of Professional bodies membership taken by faculties
	48	Staff club (formation and its activities ) Like community services	Sports Activities, Ayudha pooja	
	49	Guest lecturers (at least two for staff / students, before III test)	Power electronics in automotives Solar technology	
	50	Non-teaching training (at least one, min for 3 days)	Phase 1 Internal participant and speaker internal	Feedback to be considered for each event

51	Workshop (min 2 days for students) OR National / International Conference	EWDP	
52	Workshop (min for 3 days) OR FDP (min for 6 days) for staff	FDP_6 days	
53	Sports activities ( as per committees plan)	Not planned due to pandemic	To initiate in the upcoming semester
54	Cultural activities ( as per committees plan)	Not planned due to pandemic	To initiate in the upcoming semester
55	Technical, quiz etc. competition (as per technical committees plan)	Quiz Conducted	
56	Picnic /Tour/ Industry visits : following standard procedure (at least one)	Odyssey Resort	
57	Coaching classes for GATE, GRE, TOEFL, etc	List of Participants documented	
58	Library attendance of staff (% and frequency, best lib user)	Less (due to pandemic)	Need improvement
59	performance appraisal (cumulative records & individual teacher)	Completed as per format	
60	Attendance registers (neat entry, sign of HOD & staff), Blue books & Index sheets (compare with attendance, action on absentees)	Few documents need to be verified	Needs updations carefully as per the requirement in post covid-19

#### Audit members

Sl. No.	Name	Member	Signature
1.	Dr. Vijayaprakash, Dept of ECE BIT, Bengaluru	External	Vjpr
2.	Prof. Nagaraju P. Dept of ETE RVCE, Bengaluru		P. Nagaraju
3.	Dr B.H. Boreswamy	Internal	BH Boreswamy
4.	H. Narencha Kumar		H. Narencha
5.	Dr. Vijayakumar		Vijayakumar
6.	Dr. Sridharadasu K C		Sridharadasu K C
7.	Shreeath T.S		Shreeath T.S
8.	Dr. Sanjay Kumar S.M.		Sanjay S.M.
9.	Dr. Rekha B		Rekha B

 <b>IQAC Coordinator</b> (Dr. Babu N V)	 <b>Principal</b> (Dr. K V Mahendra Prashanth)
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Principal  
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## Quality Audit Summary

**Academic year:** ODD/2020-21

**Department:** Electrical & Electronics Engineering

**Date of Audit:** 19/05/2022

Quality Audit of Dept. of E&E conducted and the Road map of the Departments were planned & executed appropriately.

The following are Observations, Suggestions, Strength, and Weakness given by the QA Committee members.

### Observations:

1. Result analyses were carried out regularly.
2. Academic Calendar of events were prepared and executed.
3. Students were encouraged to participate in Extra Curricular/Co-Curricular activities.
4. Students must be encouraged to participate in paper publication
5. Alumni association activities/interaction needs to be increased.
6. Faculty must be motivated for Quality Research papers publication.
7. Innovative method in the administration needs to be improved.

### Suggestions:

1. Encourage faculties to submit funding proposal.
2. Admissions to be improved.
3. Consultancy activities are to be initiated.
4. Dept. specific professional bodies activities has to be initiated.
5. Encourage faculties to interact with the outside world.
6. Alumni databases & interactions to be increased and same to be updated.
7. Students to be encouraged to take up higher studies & other competitive examinations.
8. Department activities has to be improved after pandemic situation.

### Strength:



- Faculty qualification is very good.
- Labs are well maintained and utilized.
- Good number of Professional bodies membership taken by faculties

### Weakness:

- Corporate training to be enhanced.
- Consultancy needs improvement.

## Audit members

Sl. No.	Name	Member	Signature
1.	Dr. vijayaprakash, Dept of ECE BIT, Bengaluru	External	Vjpr
2.	Prof. Nagaraju P. Dept of ETE RVCE, Bengaluru		P. Nagaraju
3.	Dr B.H. Dorewamy.	Internal	B.H. Dorewamy
4.	H-Narencha Kumar		H. Narencha
5.	Dr. Vijayakumar S		Vijayakumar S
6.	Dr. Sthandana K		Sthandana K
7.	Whatha T.f		Whatha T.f
8.	Dr. Sanjay Kumar S.M.		Sanjay Kumar S.M.
9.	Dr. Rekha B		Rekha B

 <b>IQAC Coordinator</b> (Dr. Babu N V)	 <b>Principal</b> (Dr. K V Mahendra Prashanth)
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**Principal**  
 SJB Institute of Technology  
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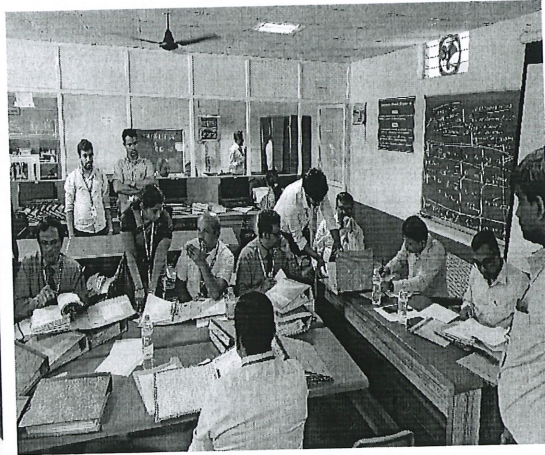
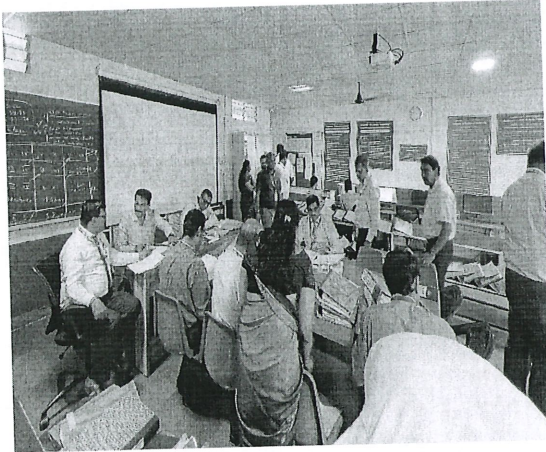
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## QUALITY AUDIT REPORT

DEPT.: Mechanical Engg. (ME)

Date: 18/05/2022

Glimpses of Audit conduction in Department of ME (ODD SEM) on 18<sup>th</sup> May, 2022.



## Total Quality Management (TQM) Parameters

Section	Sl. No.	Parameters	Observations	Suggestions
Dept. centric activities	1	Maintenance of Accreditation files (To check all files and latest updates)	Department files need improvement as per standard format.	Need Improvement in managing files
	2	Subject allotment and workload	Subject documents & workload are available	
	3	Lesson plan for 100% syllabus (standard format)	Documents are available.	
	4	Notes material readiness, for 100% syllabus	Uploaded in Portal	
	5	Question bank (VTU's at least 5 papers in the book form)	Uploaded in Portal	
	6	Solutions to the above question bank (in the book form)	Uploaded in Portal	
	7	Lab manual with viva question (in the book form)	Completed as per format	Viva voce question to be included in some manuals
	8	Time-table: Originally approved, Modification etc.	Completed as per format	
	9	Orientation to new & old staff, students: by HOD, Details should incorporate comprehensive plan as suggested by the principal.	Completed as per format	Need to be filed and recorded
	10	Test conduction, Time Table, test QP, scheme, attendance, finalization of marks & absentees (more absentees award less	Question paper available	Comments missing in few QP

	marks)		
11	Critical attendance and internal marks cases, action taken, improvement	Nil (Online classes)	
12	Interaction with parents (to document in the standard format)	Virtually conducted	
13	Staff meeting (at least six meetings, one for subject allotment, one before commencement of sem, one before each test and one before end of sem)	Completed as per format	
14	HOD & Class teacher meeting with students (at least two)	Completed as per format	
15	Dept. specific professional bodies like CSI/IEEE/Dept. Asson. Etc	IIPE	Initiate activities under active professional body
16	Exam Results (teacher wise and subject wise, dept result history, rank probable's list)	Completed as per format	
17	Department committee works: effectiveness, documentation etc and Assignment of other departmental work to all staff	Completed as per format	
18	Alumni meet, effective Interaction & presentation to our students	Conducted as per format	
19	Written code of conduct and lectures for students and faculty members, including professional ethics, social etiquettes, moral values and social responsibility (at least one)	Conducted as per format	
20	Industry tie up (at least with one reputed industry)	Active (16)	
21	New staff recruitment (check with standard procedure)	Completed as per format	
22	Book publication (at least one in the dept)	NIL	
23	Fund from AICTE, DST, VTU etc (at least one)	NIL	Applied for funding
24	Consultancy work by the department	Rs.3750/-	Motivate all the faculties to improve
25	Circular procedure & maintenance (office, VTU&dept Circulars)	Completed as per format	
26	Thought for the day (to check the day wise quotes)	Completed as per format	
27	Staff OOD details (% of staff deputed and documentation)	Completed as per format	
28	Stock verification (if done)	Completed as per format	
29	Purchase (check with standard procedure)	Completed as per format	
30	Upkeep of department units (labs, class & staff rooms, etc.)	Completed as per format	
31	Some innovative methods adopted in the dept.	Innovation club	Also adopt for administrative works
32	Student registration (to check method followed)	Completed as per format	
33	Late coming students (list follow up action improvement)	Online classes due to pandemic	
34	Student discipline: ID cards, Dress code, neat haircut, No mobile phone, (surprise visit action improvement)	Online classes due to pandemic	


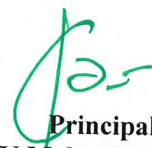


Staff and Student centric activities	35	proctor system (meeting noting problems, follow up action )	(Due to Pandemic) 1.Student data incomplete 2. Proctor books not updated. 3.Parents interactions are not updated	Fulfill in the upcoming semester
	36	Syllabus covered details (to compare the lesson planning)	Verified and Finalized	
	37	Lab conduction details (to follow the procedure given by the college)	Online classes due to pandemic	
	38	Beyond syllabus (at least two, before III test document in a file )	Online classes due to pandemic	
	39	Less detention cases due to attendance and exam not attended (list and follow action)	Online classes due to pandemic	
	40	Additional classes to weak students (to show documents)	Online classes due to pandemic	
	41	Management of assignment (questions, submission & documents)	Quiz	
	42	Identification of weak students after I test & follow up action	No weak students (Online classes)	
	43	Student information system (to update the records)	Completed	
	44	Student presentation in class room : subject teacher to document	Completed (Online)	
	45	Paper by staff	Scopus/Others,04	To motivate other staffs also to publish more papers
	46	Paper by students	NIL	To motivate all the students also to publish papers
	47	Staff membership of professional bodies	ISTE-07, IE-02, IEAE-02, IAENG-31, IFERP-01,	Good number of Professional bodies membership taken by faculties
	48	Staff club (formation and its activities) Like community services	Completed	
	49	Guest lecturers (at least two for staff / students, before III test)	Completed as per format	
	50	Non-teaching training (at least one, min for 3 days)	NIL	To initiate in the upcoming semester
	51	Workshop (min 2 days for students) OR National/International Conference	EWDP	
	52	Workshop (min for 3 days) OR FDP (min for 6 days) for staff	01	
	53	Sports activities ( as per committees plan)	Not planned due to pandemic	To initiate in the upcoming semester
	54	Cultural activities ( as per committees plan)	Not planned due to pandemic	To initiate in the upcoming semester
	55	Technical, quiz etc. competition (as per technical committees plan)	Quiz Conducted	
	56	Picnic /Tour/ Industry visits : following standard procedure (at least one)	Not planned due to pandemic	
	57	Coaching classes for GATE, GRE, TOEFL, etc	conducted	Need to be documented
	58	Library attendance of staff (% and frequency, best lib user)	Less (due to pandemic)	Need improvement

59	performance appraisal (cumulative records & individual teacher)	Completed as per format	
60	Attendance registers (neat entry, sign of HOD & staff), Blue books & Index sheets (compare with attendance, action on absentees)	Few documents need to be verified	Needs updations carefully as per the requirement in post covid-19

### Audit members

Sl. No.	Name	Member	Signature
1.	Dr. Vijayaprakash, Dept of ECE BIT, Bengaluru	External	Vjup
2.	Prof. Nagaraju P. Dept of ETE RVCE, Bengaluru		P. Nagaraju
3.	Dr B.H. Doranwamy	Internal	B.H. Doranwamy
4.	H. Narendra Kumar		H. Narendra Kumar
5.	Dr. Srikantadas KC		Dr. Srikantadas KC
6.	Shwetha T.S.		Shwetha T.S.
7.	Dr. Belcha R		Dr. Belcha R
8.	Dr. M.J. Chandanur		Dr. M.J. Chandanur

 <b>IQAC Coordinator</b> <b>(Dr. Babu N V)</b>	 <b>Principal</b> <b>(Dr. K V Mahendra Prashanth)</b>
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## Quality Audit Summary

**Academic year:** ODD/2020-21

**Department:** Mechanical Engineering

**Date of Audit:** 18/05/2022

Quality Audit of Dept. of ME conducted and the Road map of the Departments were planned & executed appropriately.

The following are Observations, Suggestions, Strength, and Weakness given by the QA Committee members.

### Observations:

1. Faculty must be motivated for Quality Research papers publication.
2. Result analysis were carried out regularly.
3. Academic Calendar of events were prepared and executed.
4. Students were encouraged to participate in Co-Curricular activities.
5. Students must be encouraged to participate in paper publication.
6. Alumni association activities/interaction needs to be increased.
7. Innovative method in the administration needs to be improved.

### Suggestions:

1. Student club activity must be enhanced.
2. Encourage faculties to submit funding proposal.
3. Admissions to be improved.
4. Consultancy activities are to be initiated.
5. Dept. specific professional bodies activities has to be initiated.
6. Encourage faculties to interact with the outside world.
7. Alumni databases & interactions to be increased and same to be updated.
8. Students to be encouraged to take up higher studies & other competitive examinations.
9. To initiate IPR activities.


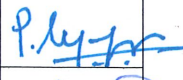
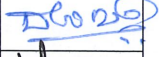
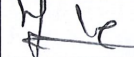
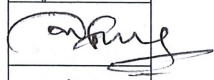

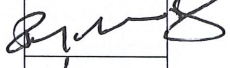

### Strength:



- Faculty qualification is very good.
- Labs are well established and utilized.

### Weakness:

- Corporate training to be enhanced for improvement in placement activities.
- Consultancy activities needs improvement.

### Audit members

Sl. No.	Name	Member	Signature
1.	Dr. Vijayaprakash. Dept of ECE BIT, Bengaluru	External	
2.	Prof. Nagaraju. P. Dept of ETE RVCE, Bengaluru		
3.	Dr. B.H. Donwamy	Internal	
4.	H. narendra kumar		
5.	Dr. Srikanth K C		
6.	Harath T.S.		
7.	Dr. Rekha B		
8.	Dr. M.J. Chandrasekhar		

 <b>IQAC Coordinator</b> (Dr. Babu N V)	 <b>Principal</b> (Dr. K V Mahendra Prashanth) <b>Principal</b>
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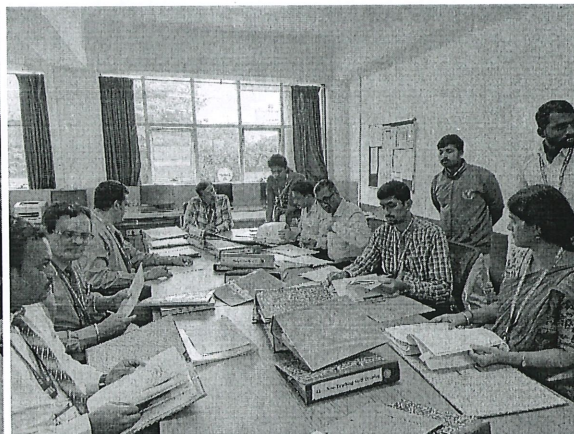
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## QUALITY AUDIT REPORT

DEPT.: CIVIL

Date: 18/05/2022

Glimpses of Audit conduction in Department of CIVIL (ODD SEM) on 18<sup>th</sup> May, 2022.



## Total Quality Management (TQM) Parameters

Section	Sl. No.	Parameters	Observations	Suggestions
Dept. centric activities	1	Maintenance of Accreditation files (To check all files and latest updates)	Department files need improvement as per standard format.	Need Improvement in managing files
	2	Subject allotment and workload	Subject documents & workload are available	
	3	Lesson plan for 100% syllabus (standard format)	Documents are available in Portal only	
	4	Notes material readiness, for 100% syllabus	Handwritten Notes/ eBooks & iTunesU are prepared	
	5	Question bank (VTU's at least 5 papers in the book form)	Documents are available and recorded	
	6	Solutions to the above question bank (in the book form)	Documents are available and recorded	
	7	Lab manual with viva question (in the book form)	Completed as per format	Viva voce question to be included in some manuals
	8	Time-table: Originally approved, Modification etc.	Completed as per format	
	9	Orientation to new & old staff, students: by HOD, Details should incorporate comprehensive plan as suggested by the principal.	Completed as per format	Need to be filed and recorded
	10	Test conduction, Time Table, test QP, scheme, attendance, finalization of marks & absentees (more absentees award less marks)	Question paper available	Comments missing in few QP

11	Critical attendance and internal marks cases, action taken, improvement	Nil (Online classes)	
12	Interaction with parents (to document in the standard format)	Virtually conducted	
13	Staff meeting (at least six meetings, one for subject allotment, one before commencement of sem, one before each test and one before end of sem)	Completed as per format	
14	HOD & Class teacher meeting with students (at least two)	Virtually conducted	Need to be filed and recorded
15	Dept. specific professional bodies like CSI/IEEE/Dept. Asson. Etc	Registered three professional body	Initiate activities under active professional body
16	Exam Results (teacher wise and subject wise, dept result history, rank probable's list)	Completed as per format	
17	Department committee works: effectiveness, documentation etc and Assignment of other departmental work to all staff	Involved in few committees	Needs initiation of activity under committee
18	Alumni meet, effective Interaction & presentation to our students	Less interactions	Presentation to be initiated
19	Written code of conduct and lectures for students and faculty members, including professional ethics, social etiquettes, moral values and social responsibility (at least one)	Conducted as per format	
20	Industry tie up (at least with one reputed industry)	Active	
21	New staff recruitment (check with standard procedure)	Conducted as per format	
22	Book publication (at least one in the dept)	NIL	
23	Fund from AICTE, DST, VTU etc (at least one)	VGST Project on going	
24	Consultancy work by the department	Rs. 43,203.00	Motivate all the faculties to improve
25	Circular procedure & maintenance (office, VTU & dept Circulars)	Completed as per format	
26	Thought for the day (to check the day wise quotes)	Completed as per format	
27	Staff OOD details (% of staff deputed and documentation)	Completed as per format	
28	Stock verification (if done)	Completed as per format	
29	Purchase (check with standard procedure)	Completed as per format	
30	Upkeep of department units (labs, class & staff rooms, etc.)	Completed as per format	
31	Some innovative methods adopted in the dept.	Teaching aids	Also adapt for administrative works
32	Student registration (to check method followed)	Completed as per format	
33	Late coming students (list follow up action improvement)	Online classes due to pandemic	
34	Student discipline: ID cards, Dress code, neat haircut, No mobile phone, (surprise visit action improvement)	Online classes due to pandemic	





Staff and Student centric activities	35	proctor system (meeting noting problems, follow up action )	(Due to Pandemic) 1.Student data incomplete 2. Proctor books not updated. 3.Parents interactions not updated	Fulfill in the upcoming semester
	36	Syllabus covered details (to compare the lesson planning)	Verified and Finalized	
	37	Lab conduction details (to follow the procedure given by the college)	Online classes due to pandemic	
	38	Beyond syllabus (at least two, before III test document in a file )	Soft Copy available	
	39	Less detention cases due to attendance and exam not attended (list and follow action)	Online classes due to pandemic	
	40	Additional classes to weak students (to show documents)	Online classes due to pandemic	
	41	Management of assignment (questions, submission & documents)	Quiz	
	42	Identification of weak students after I test & follow up action	No weak students (Online classes)	
	43	Student information system (to update the records)	Completed	
	44	Student presentation in class room : subject teacher to document	Completed (Online)	
	45	Paper by staff	Scopus/Others,03	To motivate other staffs also to publish more papers
	46	Paper by students	NIL	To motivate all the students also to publish papers
	47	Staff membership of professional bodies	ISTE-03, ACCE-03,AICTSD-10, IAENG-19, IFERP-06, IGS-01,ICI-01,TIV-01,TIE-01,IWWA-01,NESA-01	Good number of Professional bodies membership taken by faculties
	48	Staff club (formation and its activities ) Like community services	Tree sapling, Ayudha pooja	
	49	Guest lecturers (at least two for staff / students, before III test)	Completed as per format	
	50	Non-teaching training (at least one, min for 3 days)	NIL	To initiate
	51	Workshop (min 2 days for students) OR National/International Conference	EWDP	
	52	Workshop (min for 3 days) OR FDP (min for 6 days) for staff	NIL	To be initiate
	53	Sports activities ( as per committees plan)	Not planned due to pandemic	To initiate in the upcoming semester
	54	Cultural activities ( as per committees plan)	Not planned due to pandemic	To initiate in the upcoming semester
	55	Technical, quiz etc. competition (as per technical committees plan)	Quiz Conducted	
	56	Picnic /Tour/ Industry visits : following standard procedure (at least one)	Not planned due to pandemic	
	57	Coaching classes for GATE, GRE, TOEFL, etc	conducted	Need to be document
	58	Library attendance of staff (% and frequency, best lib user)	Less (due to pandemic)	Need improvement

59	performance appraisal (cumulative records & individual teacher)	Completed as per format	
60	Attendance registers (neat entry, sign of HOD & staff), Blue books & Index sheets (compare with attendance, action on absentees)	Few documents need to be verified	Needs updations carefully as per the requirement in post covid-19

### Audit members

Sl. No.	Name	Member	Signature
1.	Dr. Vijayaprakash, Dept of ECE BIT, Bengaluru	External	Vgprk
2.	Prof. Nagaraju. P. Dept of ETE RVCE, Bengaluru		P. Nagaraju
3.	Dr B. H. Doraswamy	Internal	B. Doraswamy
4.	Dr. Sankaradas K		Sankaradas K
5.	Dr. Sangam Kumar. S. M.		Sangam Kumar
6.	Dr. M. J. Chandrasekhar		M. J. Chandrasekhar
7.	Shruthi T. S.		Shruthi T. S.

 <b>IQAC Coordinator</b> (Dr. Babu N V)	 <b>Principal</b> (Dr. K V Mahendra Prashanth)
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## Quality Audit Summary

**Academic year:** ODD/2020-21

**Department:** Civil Engineering

**Date of Audit:** 18/05/2022

Quality Audit of Dept. of CV conducted and the Road map of the Department<sup>s</sup> were planned & executed appropriately.

The following are Observations, Suggestions, Strength, and Weakness given by the QA Committee members.

### Observations:

1. Students were encouraged to participate in Co-Curricular activities.
2. Students must be encouraged to participate in paper publication
3. Faculty must be motivated for Quality Research papers publication.
4. Skill enhancement program was conducted as per industry requirement.
5. Result analysis were carried out regularly.
6. Academic Calendar of events were prepared and executed.
7. Alumni association activities/interaction needs to be increased.
8. Innovative method in the administration needs to be improved.

### Suggestions:

1. Student club activity must be initiated.
2. Encourage faculties to submit funding proposal.
3. Admissions to be improved.
4. Dept. specific professional bodies activities has to be initiated.
5. Encourage faculties to interact with the outside world.
6. Alumni databases & interactions to be increased and same to be updated.
7. Students to be encouraged to take up higher studies & other competitive examinations.
8. To initiate IPR activities.

### Strength:



- Faculty qualification is very good.
- Labs are well established and utilized.
- Good number of consultancy activities

### Weakness:

- Corporate training to be enhanced for improvement in placement activities.
- Low student enrolment percentage.

### Audit members

Sl. No.	Name	Member	Signature
1.	Dr. vijayaprakash, Dept of ECE AIT, Bengaluru	External	Vjyap
2.	Prof. Nagaraju. P. Dept of ETE RVCE, Bengaluru		P. Nagaraju
3.	Dr B.H. Donawamy	Internal b	Dr B.H. Donawamy
4.	Dr. Srikantiah KC		Dr. Srikantiah KC
5.	Dr. Sanjay Kumar. S.M.		Dr. Sanjay Kumar. S.M.
6.	Dr. M.J. Chandrasekhar		Dr. M.J. Chandrasekhar
7.	Bharath T.S.		Bharath T.S.

 <b>IQAC Coordinator</b> <b>(Dr. Babu N V)</b>	 <b>Principal</b> <b>(Dr. K V Mahendra Prashanth)</b>
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## QUALITY AUDIT REPORT

DEPT.: Master of Business Administration (MBA)

Date: 01/04/2022

### Glimpses of Audit conduction in Department of MBA (ODD SEM) on 1<sup>st</sup> April, 2022



## Total Quality Audit Parameters

Section	Sl. No.	Parameters	Observations	Suggestions
Dept. centric activities	1	Maintenance of Accreditation files (To check all files and latest updates)	Department files needs improvement as per NBA format.	Managing files has to be more precise
	2	Subject allotment and workload	Completed as per format	
	3	Lesson plan for 100% syllabus (standard format)	Completed as per format	
	4	Notes material readiness, for 100% syllabus	Two subjects - notes not available and also two subjects not in standard format.	Course teachers to maintain documents as per format
	5	Question bank (VTU's at least 5 papers in the book form)	Two subjects – Question bank not available	Course teachers to maintain documents as per format
	6	Solutions to the above question bank (in the book form)	Completed as per format	
	7	Ppt materials for theory	Two subjects – PPTs not available	Course teachers to maintain documents as per format
	8	Time-table: Originally approved, Modification etc.	Documents are available	
	9	Orientation to new & old staff, students: by HOD, Details should incorporate comprehensive plan as suggested by the principal.	Documents are available	
	10	Test conduction, Time Table, test QP, scheme, attendance, finalization of marks & absentees (more absentees award less marks)	Documents are available	





11	Critical attendance and internal marks cases, action taken, improvement	Documents are available	
12	Interaction with parents (to document in the standard format)	Completed as per format	Needs to be improved in efficient manner
13	Staff meeting (at least six meetings, one for subject allotment, one before commencement of sem, one before each test and one before end of sem)	Conducted as per format	
14	HOD & Class teacher meeting with students (at least two)	Conducted as per format	
15	Dept. specific professional bodies like CSI/IEEE/Dept. Asson. Etc	Not renewed and activities are not initiated.	More activities should be initiated.
16	Exam Results (teacher wise and subject wise, dept result history, rank probable's list)	Completed as per format	
17	Department committee works: effectiveness, documentation etc. and Assignment of other departmental work to all staff	No activities initiated	Fulfill in the upcoming semester
18	Alumni meet, effective Interaction & presentation to our students	Less interactions and presentations	More interactions required
19	Written code of conduct and lectures for students and faculty members, including professional ethics, social etiquettes, moral values and social responsibility (at least one)	Completed as per format	
20	New staff recruitment (check with standard procedure)	Conducted as per format	
21	Book publication (at least one in the dept)	No books published	Motivate all the faculties to publish books
22	Circular procedure & maintenance (office, VTU & Dept. Circulars)	Signature has to be attested in few documents	
23	Thought for the day (to check the day wise quotes)	Completed as per format	
24	Staff OOD details (% of staff deputed and documentation)	90%	
25	Stock verification (if done)	HOD and Principal signatures needs to be attested in the stock book	
26	Purchase (check with standard procedure)	HOD and Principal signatures needs to be attested in the stock book	
27	Upkeep of department units (labs, class & staff rooms, etc.)	Completed as per format	
28	Some innovative methods adopted in the dept.	Teaching aids	
29	Student registration (to check method followed)	83% on First day	
30	Late coming students (list follow up action improvement)	Completed as per format	
31	Student discipline: ID cards, Dress code, neat haircut, No mobile phone, (surprise visit action improvement)	Completed as per format	



Staff and Student centric activities	32	Proctor system (meeting noting problems, follow up action)	Completed as per format	
	33	Syllabus covered details (to compare the lesson planning)	100% covered	
	34	Beyond syllabus (at least two, before III test document in a file )	Completed as per format	
	35	Less detention cases due to attendance and exam not attended (list and follow action)	Completed as per format	
	36	Additional classes to weak students (to show documents)	Completed as per format	
	37	Management of assignment (questions, submission & documents)	Completed as per format	
	38	Identification of weak students after I test & follow up action	Completed as per format	
	39	Student information system (to update the records)	Completed as per format	
	40	Student presentation in class room : subject teacher to document	Completed as per format	
	41	Paper by staff	4/12 Papers published in journal	Encourage all the faculties to publish more papers
	42	Paper by students	2/111 papers	Encourage the students to publish more papers
	43	Staff membership of professional bodies	Documents are available	
	44	Staff club (formation and its activities ) Like community services	Documents are available	
	45	Guest lecturers (at least two for staff / students, before III test)	Documents are available	
	46	Workshop (min 2 days for students) OR National/International Conference	Conducted as per format	
	47	Workshop (min for 3 days) OR FDP (min for 6 days) for staff	Conducted as per format	
	48	Sports activities ( as per committees plan)	Completed as per format	
	49	Cultural activities ( as per committees plan)	Completed as per format	
	50	Business quiz etc. competition (as per technical committees plan)	Completed as per format	
	51	Picnic /Tour/ Industry visits : following standard procedure (at least one)	No visits/picnic	
	52	Library attendance of staff (% and frequency, best lib user)	Less offline visits	Utilize the library effectively
	53	performance appraisal (cumulative records & individual teacher)	Documents are available	
	54	Attendance registers (neat entry, sign of HOD & staff), Blue books & Index sheets (compare with attendance, action on absentees)	Related documents have to be verified thoroughly by respective faculty	Needs improvement in managing the files

## Audit members

Sl. No.	Name	Member	Signature
1.	Dr. vijayaprakash, Dept of ECE BIT, Bengaluru	External	Vjpr
2.	Prof. Nagaraju.p, Dept of ETE RVCE, Bengaluru		P.Nagaraju
3.	Dr B.H. Doraswamy	Internal	B.H. Doraswamy
4.	Dr. Vijayakumar T		Vijayakumar T
5.	Shravan T S		Shravan T S
6.	Dr. Sathya Narayan		Sathya Narayan
7.	Dr. M J. Chandrashekar		M J. Chandrashekar

 <b>IQAC Coordinator</b> <b>(Dr. Babu N V)</b>	 <b>Principal</b> <b>(Dr. K V Mahendra Prashanth)</b>
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## Quality Audit Summary

**Academic year:** ODD/2020-21

**Department:** Master of Business Administration

**Date of Audit:** 01/04/2022

Quality Audit of Dept. of MBA conducted and the Road map of the Departments were planned & executed appropriately.

The following are Observations, Suggestions, Strength, and Weakness given by the QA Committee members.

### Observations:

1. Faculty must be motivated for Quality Research papers publication.
2. Skill enhancement program was conducted as per industry requirement.
3. Academic Calendar of events were prepared and executed.
4. Alumni association activities/interaction needs to be increased.
5. Innovative method in the administration needs to be improved.
6. Students were encouraged to participate in Co-Curricular activities.
7. Students must be encouraged to participate in paper publication

### Suggestions:

1. Industrial visit to be initiated.
2. Student club activity must be initiated.
3. Encourage faculties to submit funding proposal.
4. Dept. specific professional bodies activities has to be initiated.
5. Encourage faculties to interact with the outside world.
6. Alumni databases & interactions to be increased and same to be updated.
7. Students to be encouraged to take up higher studies & other competitive examinations.
8. To initiate IPR activities.

### Strength:



- Faculty qualification is very good.
- Labs are well established and utilized.

### Weakness:

- Corporate training to be enhanced for improvement in placement activities.
- Consultancy activity to be initiated.

## Audit members

Sl. No.	Name	Member	Signature
1.	Dr. Vijayaprakash, Dept of ECE BIT, Bengaluru	External	Vyp
2.	Prof. Nagaraju, P. Dept of ETE RVCE, Bengaluru		P. Nagaraju
3.	Dr. B. H. Anandam	Internal	B. H. Anandam
4.	Dr. Vijayakumar		J. Kumar
5.	Bhaskar T. S.		B. T. S.
6.	Dr. M. J. Chandrasekhar		M. J. Chandrasekhar
7.	Dr. Sankaradev K. C.		S. K. C.

 <b>IQAC Coördinator</b> <b>(Dr. Babu N V)</b>	 <b>Principal</b> <b>(Dr. K V Mahendra Prashanth)</b>
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### QUALITY AUDIT REPORT

DEPT.: Physics

Date: 21/05/2022

**Glimpses of Audit conduction in Department of Physics (ODD SEM) on 21<sup>st</sup> May, 2022**



### Total Quality Audit Parameters

Section	Sl. No.	Parameters	Observations	Suggestions
Dept. centric activities	1	Maintenance of Accreditation files (To check all files and latest updates)	Department files need improvement as per standard format.	Need Improvement in managing files
	2	Subject allotment and workload	Subject documents & workload are available	To include other workloads
	3	Lesson plan for 100% syllabus (standard format)	Documents are available.	
	4	Notes material readiness, for 100% syllabus	Completed as per format	
	5	Question bank (VTU's at least 5 papers in the book form)	Completed as per format	
	6	Solutions to the above question bank (in the book form)	Completed as per format	
	7	Lab manual with viva question (in the book form)	Completed as per format	Viva voce question to be included in some manuals
	8	Time-table: Originally approved, Modification etc.	Completed as per format	
	9	Orientation to new & old staff, students: by HOD, Details should incorporate comprehensive plan as suggested by the principal.	Completed as per format	Online, Need to be filed and recorded
	10	Test conduction, Time Table, test QP, scheme, attendance, finalization of marks & absentees (more absentees award less marks)	Completed as per format	Comments missing in few QP
	11	Critical attendance and internal marks cases, action taken, improvement	Nil (Online classes)	
	12	Interaction with parents (to document in the standard format)	Completed as per format	More interactions required


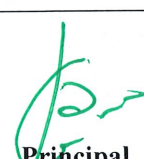
	13	Staff meeting (at least six meetings, one for subject allotment, one before commencement of sem, one before each test and one before end of sem)	Completed as per format	
	14	HOD & Class teacher meeting with students (at least two)	Completed as per format	
	15	Exam Results (teacher wise and subject wise, dept result history)	Completed as per format	
	16	Department committee works: effectiveness, documentation etc and Assignment of other departmental work to all staff	Completed as per format	
	17	Written code of conduct and lectures for students and faculty members, including professional ethics, social etiquettes, moral values and social responsibility (at least one)	Completed as per format	
	18	Book publication (at least one in the dept)	NIL	Motivate all the faculties to improve
	19	Fund from AICTE, DST, VTU etc (at least one)	Applied - DST	Motivate all the faculties to improve
	20	Circular procedure & maintenance (office, vtu & dept. Circulars)	Completed as per format	
	21	Staff OOD details (% of staff deputed and documentation)	Completed as per format (34%)	
	22	Stock verification (if done)	Completed as per format	
	23	Purchase (check with standard procedure)	Completed as per format	
	24	Upkeep of department units (labs, class & staff rooms, etc.)	Completed as per format	
	25	Student registration (to check method followed)	Online due to pandemic	
	26	Late coming students (list follow up action improvement)	Online due to pandemic	
	27	Student discipline: ID cards, Dress code, neat haircut, No mobile phone, (surprise visit action improvement)	Online due to pandemic	
	28	proctor system (meeting noting problems, follow up action)	Completed as per format	
	29	Syllabus covered details (to compare the lesson planning)	Completed as per format	
	30	Lab conduction details (to follow the procedure given by the college)	Online due to pandemic	
	31	Beyond syllabus (at least two, before III test document in a file)	Completed as per format	
	32	Less detention cases due to attendance and exam not attended (list and follow action)	Completed as per format	
Staff and Student centric activities	33	Additional classes to weak students (to show documents)	Online classes due to pandemic	
	34	Identification of weak students after I test & follow up action	Online classes due to pandemic	
	35	Management of assignment (questions, submission & documents)	(Due to Pandemic) 1. Student data incomplete 2. Proctor books not updated. 3. Parents interactions are not updated	Fulfill in the upcoming semester
	36	Student information system (to update the records)	Verified and Finalized	
	37	Student presentation in class room: subject teacher to document	Completed as per format	
	38	Paper by staff	Sci/Scopus/WOS/Others, 05	Total 5 papers
	39	Staff membership of professional bodies	CBEES/ISTE/ICA/LSI/IAHS /APS, 10	
	40	Staff club (formation and its activities) Like community services	Not conducted due to pandemic	Fulfill activities in the next semester



41	Guest lecturers (at least two for staff / students, before III test)	*08.08.2020, RAMA SANJEEVA, ACADEMICS & ACTIVITIES *14.08.2020, RAVI AGRAHARA, NARATIVE PSYCHOLOGY APPEAL. *19.08.2020, SIVA SHANKAR_ UNIVERSAL HUMAN VALUES	
42	National/International Conference	Not done	To be initiated
43	Workshop (min for 3 days) OR FDP (min for 6 days) for staff	Not done	To be initiated
44	Sports activities (as per committee's plan)	Not done due to pandemic	
45	Cultural activities (as per committee's plan)	Not done due to pandemic	
46	Picnic /Tour: following standard procedure (at least one)	Not done due to pandemic	
47	Library attendance of staff (% and frequency, best lib user)	Completed as per format	1 Hr 56 mins /MONTH 6 faculty
48	performance appraisal (cumulative records & individual teacher)	Completed as per format	
49	Attendance registers (neat entry, sign of HOD & staff), Blue books & Index sheets (compare with attendance, action on absentees)	1. L/T & P/T missing in some books 2. Day marking Missing	

#### Audit members

Sl. No.	Name	Member	Signature
1.	Dr. vijayaprakash, Dept of ECE BIT, Bengaluru	External	Vjpr
2.	Prof. Nagaraju. P. Dept of ETE RVCE, Bengaluru		P. Nagaraju
3.	Dr. Vijayakumar T	Internal	J. Kumar
4.	Dr. Srinivasulu Reddy		S. Reddy
5.	H. Narendra Kumar		H. Kumar
6.	Bhaskar T S		B. T S
7.	Dr. Sanjay Kumar. S.M.		S. Kumar
8.	Dr. M. J. Chandrasekhar		M. J. Chandrasekhar
9.	Dr. Rekha. B		R. B

 <b>IQAC Coordinator</b> (Dr. Babu N V)	 <b>Principal</b> (Dr. K V Mahendra Prashanth)
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Principal  
 SJB Institute of Technology  
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 Dr. Vishnuvardhan Road,  
 Kengeri, Bengaluru - 560 060.



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Certified by ISO 9001-2015

BGS Health and Education City, Kengeri, Bengaluru-560 060

## Quality Audit Summary

**Academic year:** ODD/2020-21

**Department:** Physics

**Date of Audit:** 21/05/2022

Quality Audit of Dept. of Physics conducted and the Road map of the Departments were planned & executed appropriately.

The following are Observations, Suggestions, Strength, and Weakness given by the QA Committee members.

### Observations:

1. No. of Research papers published in peer reviewed/referred journals are good in number.
2. Faculties must be encouraged to participate in Research activities.
3. Result analysis were carried out regularly.
4. National/ International Conference was not conducted.
5. Academic Calendar of events were prepared in advance and executed.

### Suggestions:

1. Faculty must focus more on Research activity & Consultancy.
2. Dept. specific Professional bodies activities has to be improved.
3. No. of papers published by the students must be encouraged.
4. Faculties must be encouraged to attend seminar/conferences/FDP/Workshop and presented their research papers.

### Strength:

- Excellent Laboratory facilities.
- Good number of Professional bodies membership taken by faculties



### Weakness:

- Funding from govt. agencies & other agencies to be initiated
- Interaction with outside world is less.



## Audit members

Sl. No.	Name	Member	Signature
1.	Dr. vijayaprakash, Dept of ECE BIT, Bengaluru	External	Vyp
2.	Prof. Nagaraju. P. Dept of ETE RVCE, Bengaluru		P. Nagaraju
3.	H. Narendra Kumar	Internal	H. Narendra Kumar
4.	Dr. Srikantadas Hc		Dr. Srikantadas Hc
5.	Dr Vijayakumar T		Dr Vijayakumar T
6.	Shruthi T-J		Shruthi T-J
7.	Dr. Sanjay Kumar. S. M.		Dr. Sanjay Kumar. S. M.
8.	Dr. M. J. Chandramohan		Dr. M. J. Chandramohan
9.	Dr. Rekha, B		Dr. Rekha, B

 <b>IQAC Coordinator</b> (Dr. Babu N V)	 <b>Principal</b> (Dr. K V Mahendra Prashanth) <b>SJB Institute of Technology</b> # 67, BGS Health & Education City, Dr. Vishnuvardhan Road, Kengeri, Bengaluru - 560 060.
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## QUALITY AUDIT REPORT

DEPT.: Chemistry

Date: 21/05/2022

Glimpses of Audit conduction in Department of Chemistry (ODD SEM) on 21<sup>st</sup> May, 2022



## Total Quality Audit Parameters

Section	Sl. No.	Parameters	Observations	Suggestions
Dept. centric activities	1	Maintenance of Accreditation files (To check all files and latest updates)	Department files need improvement	Need Improvement in all the documents
	2	Subject allotment and workload	Subject documents & workload are available	
	3	Lesson plan for 100% syllabus ( standard format)	Documents are available.	
	4	Notes material readiness, for 100% syllabus	Completed as per format	
	5	Question bank (VTU's at least 5 papers in the book form)	Completed as per format	
	6	Solutions to the above question bank (in the book form)	Completed as per format	
	7	Lab manual with viva question (in the book form)	Completed as per format	
	8	Time-table: Originally approved, Modification etc.	Completed as per format	
	9	Orientation to new & old staff, students: by HOD, Details should incorporate comprehensive plan as suggested by the principal.	Completed as per format	Online, Need to be filed and recorded
	10	Test conduction, Time Table, test QP, scheme, attendance, finalization of marks & absentees (more absentees award less marks)	Timetable & Absentees list are not maintained, staff signature not found in few documents	Needs improvement in all the documents
	11	Critical attendance and internal marks cases, action taken, improvement	Online classes due to pandemic	
	12	Interaction with parents (to document in the standard format)	Few interactions were made	More interactions required


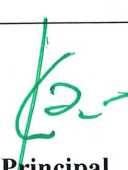


	13	Staff meeting (at least six meetings, one for subject allotment, one before commencement of sem, one before each test and one before end of sem)	Completed as per format	
	14	HOD & Class teacher meeting with students (at least two)	Completed as per format	
	15	Exam Results ( teacher wise and subject wise, dept result history)	Completed as per format	
	16	Department committee works: effectiveness, documentation etc and Assignment of other departmental work to all staff	Completed as per format	
	17	Written code of conduct and lectures for students and faculty members, including professional ethics, social etiquettes, moral values and social responsibility (at least one)	Completed as per format	
	18	Book publication (at least one in the dept)	One book published	Motivate all the faculties to publish
	19	Fund from AICTE, DST, VTU etc (at least one)	Fund sanctioned and received in 2017, project is in process	Motivate all the faculties to propose funds
	20	Circular procedure & maintenance (office, vtu& dept. Circulars)	Completed as per format	
	21	Staff OOD details (% of staff deputed and documentation)	Completed as per format (50%)	
	22	Stock verification (if done)	No verification done	Needs to be completed in next semester
	23	Purchase (check with standard procedure)	NIL	
	24	Upkeep of department units (labs, class & staff rooms, etc.)	Completed as per format	
	25	Student registration (to check method followed)	Online due to pandemic	
	26	Late coming students (list follow up action improvement)	Conducted	
	27	Student discipline: ID cards, Dress code, neat haircut, No mobile phone, (surprise visit action improvement)	Online due to pandemic	
	28	proctor system (meeting noting problems, follow up action )	Completed as per format	
	29	Syllabus covered details (to compare the lesson planning)	Completed as per format	
	30	Lab conduction details (to follow the procedure given by the college)	Online conduction due to pandemic	
	31	Beyond syllabus (at least two, before III test document in a file )	Completed as per format	
	32	Less detention cases due to attendance and exam not attended (list and follow action)	Completed as per format	
Staff and Student centric activities	33	Additional classes to weak students (to show documents)	Completed as per format	
	34	Identification of weak students after I test & follow up action	Completed as per format	
	35	Management of assignment (questions, submission & documents)	Materials available in Edmodo	Fulfill in the upcoming semester
	36	Student information system (to update the records)	Verified and Finalized	
	37	Student presentation in class room : subject teacher to document	Completed as per format	
	38	Paper by staff	SCi/Scopus/WOS/Others, 3/6	Total 3 papers
	39	Staff membership of professional bodies	CBES/IAENG//ISTE/ESI/LSI	12 out of 6 are faculties registered
	40	Staff club (formation and its activities ) Like community services	Not conducted due to pandemic	Fulfill activities in the next semester

41	Guest lecturers (at least two for staff / students, before III test)	*08.08.2020, RAMA SANJEEVA, ACADEMICS & ACTIVITIES *14.08.2020, RAVI AGRAHARA, NARRATIVE PSYCHOLOGY APPEAL *19.08.2020, SIVA SHANKAR, UNIVERSAL HUMAN VALUES	
42	National/International Conference	Not Conducted as per format	Fulfill activities in the next semester
43	Workshop (min for 3 days) OR FDP (min for 6 days) for staff	Not Conducted as per format	Fulfill activities in the next semester
44	Sports activities ( as per committees plan)	Completed as per format	
45	Cultural activities ( as per committees plan)	Completed as per format	
46	Picnic /Tour: following standard procedure (at least one)	No Picnic due to pandemic	
47	Library attendance of staff (% and frequency, best lib user)	No visit to library	Needs to be initiated
48	Performance appraisal (cumulative records & individual teacher)	Analysis not done	
49	Attendance registers (neat entry, sign of HOD & staff), Blue books & Index sheets (compare with attendance, action on absentees)	1..PSO mapping not marked 2.LP dates not matching with actual dates of class 3. .Result Abstract in few books marked in pencil 4.Planned dates not marked full	

#### Audit members

Sl. No.	Name	Member	Signature
1.	Dr. Vijayaprakash, Dept of ECE BIT, Bengaluru	External	Vjnpz
2.	Prof. Nagaraju. P. Dept of ETE RVCE, Bengaluru		P. Nagaraju
3.	Dr. Vijayakumar	Internal	J. Kumar
4.	Dr. Srikanth Reddy		S. Reddy
5.	H. Narendra Kumar		H. Kumar
6.	Bhaskar T.S.		B. T.S.
7.	Dr. Sanjay Kumar S.M.		S. Kumar
8.	Dr. M. J. Chandrasekhar		M. J. Chandrasekhar
9.	Dr. Rekha B		R. B.

 <b>IQAC Coordinator</b> (Dr. Babu N V)	 <b>Principal</b> (Dr. K V Mahendra Prashanth)
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## Quality Audit Summary

**Academic year:** ODD/2020-21

**Department:** Chemistry

**Date of Audit:** 21/05/2022

Quality Audit of Dept. of Chemistry conducted and the Road map of the Departments were planned & executed appropriately.

The following are Observations, Suggestions, Strength, and Weakness given by the QA Committee members.

### Observations:

1. Interaction with the parents must be recorded and few interactions are done.
2. No. of Research papers published in peer reviewed/referred journals are good in number.
3. Faculties must be encouraged to participate in Research activities.
4. Result analysis were carried out regularly.
5. National/ International Conference must be initiated in every academic year .
6. Academic Calendar of events were prepared in advance and executed.

### Suggestions:

1. Faculties must be encouraged to write Text books
2. Library usage by the faculty is less.
3. Department should work closely towards Consultancy.
4. Dept. specific Professional bodies activities has to be improved.
5. Faculties must be encouraged to attend seminar/conferences/FDP/Workshop and presented their research papers.

### Strength:

- Experienced faculties in the department.
- Excellent Laboratory facilities.
- Good number of Professional bodies membership taken by faculties.

### Weakness:

- Collaborative research to be initiated.
- Interaction with outside world is less.

## Audit members

Sl. No.	Name	Member	Signature
1.	Dr. Vijaya Prakash, Dept. of ECE, BIT, Bengaluru.	External	Vgmp
2.	Prof. Nagaraju P, Dept of ETE RVCE, Bengaluru.		Ply for
3.	Dr. Sthentani le	Internal	mfms
4.	Dr. Vijayakumar		Jkumar
5.	H. Narendra Kumar		N. le
6.	Shruti T.L		Shruti
7.	Dr. Sanjay Kumar. S. M.		Sanjay
8.	Dr. M. J. Chandrasekhar		le
9.	Dr. Rekha B		Rekha B

  
 IQAC Coordinator  
 (Dr. Babu N V)

  
 Principal  
 (Dr. K V Mahendra Prashanth)

Principal

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## QUALITY AUDIT REPORT

DEPT.: Mathematics

Date: 21/05/2022

Glimpses of Audit conduction in Department of Mathematics (ODD SEM) on 21<sup>st</sup> May, 2022



## Total Quality Audit Parameters

Section	Sl. No.	Parameters	Observations	Suggestions
Dept. centric activities	1	Maintenance of Accreditation files (To check all files and latest updates)	Few files of department need improvement as per standard format	Need Improvement in managing files
	2	Subject allotment and workload	Subject documents & workload are available	To include other workloads
	3	Lesson plan for 100% syllabus ( standard format)	Documents are available.	
	4	Notes material readiness, for 100% syllabus	Completed as per format	
	5	Question bank (VTU's at least 5 papers in the book form)	Completed as per format	
	6	Solutions to the above question bank (in the book form)	Completed as per format	
	7	Lab manual with viva question (in the book form)	Not Applicable	
	8	Time-table: Originally approved, Modification etc.	Completed as per format	
	9	Orientation to new & old staff, students: by HOD, Details should incorporate comprehensive plan as suggested by the principal.	Completed as per format	Online, Need to be filed and recorded
	10	Test conduction, Time Table, test QP, scheme, attendance, finalization of marks & absentees (more absentees award less marks)	Few QP & SCHEMES are incomplete Absentees not available	Coordinator needs to verify
	11	Critical attendance and internal marks cases, action taken, improvement	Online classes due to pandemic	
	12	Interaction with parents (to document in the standard format)	Few interactions were made	More interactions required


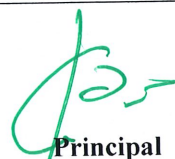
	13	Staff meeting (at least six meetings, one for subject allotment, one before commencement of sem, one before each test and one before end of sem)	Completed as per format	
	14	HOD & Class teacher meeting with students (at least two)	Completed as per format	
	15	Exam Results ( teacher wise and subject wise, dept result history)	Completed as per format	
	16	Department committee works: effectiveness, documentation etc and Assignment of other departmental work to all staff	Completed as per format	
	17	Written code of conduct and lectures for students and faculty members, including professional ethics, social etiquettes, moral values and social responsibility (at least one)	Completed as per format	
	18	Book publication (at least one in the dept)	NIL	Motivate all the faculties to improve
	19	Fund from AICTE, DST, VTU etc (at least one)	Fund – INSA 60000/-	Motivate all the faculties to propose
	20	Circular procedure & maintenance (office, vtu& dept. Circulars)	Completed as per format	
	21	Staff OOD details (% of staff deputed and documentation)	Completed as per format (20%)	
	22	Stock verification (if done)	Completed as per format	
	23	Purchase (check with standard procedure)	Completed as per format	
	24	Upkeep of department units (labs, class & staff rooms, etc.)	No documents are available	
	25	Student registration (to check method followed)	Online due to pandemic	
	26	Late coming students (list follow up action improvement)	Online due to pandemic	
	27	Student discipline: ID cards, Dress code, neat haircut, No mobile phone, (surprise visit action improvement)	Online due to pandemic	
	28	Proctor system (meeting noting problems, follow up action )	Submitted to respective departments	
	29	Syllabus covered details (to compare the lesson planning)	Completed as per format	
	30	Lab conduction details (to follow the procedure given by the college)	Not Applicable	
	31	Beyond syllabus (at least two, before III test document in a file )	Completed as per format	
	32	Less detention cases due to attendance and exam not attended (list and follow action)	Completed as per format	
Staff and Student centric activities	33	Additional classes to weak students (to show documents)	Online classes due to pandemic	
	34	Identification of weak students after I test & follow up action	Online classes due to pandemic	
	35	Management of assignment (questions, submission & documents)	Study materials available in Edmodo	Fulfill in the upcoming semester
	36	Student information system (to update the records)	Verified and Finalized	
	37	Student presentation in class room : subject teacher to document	Completed as per format	
	38	Paper by staff	SCI/Scopus/WOS/Others, 02	Encourage all the faculties to publish paper
	39	Staff membership of professional bodies	CBEES/AMIT/IAENG/IFER T/IMS/ISTE/IAU – 8/9	Good number of professional bodies registered
	40	Staff club (formation and its activities ) Like community services	Conducted as per format	



41	Guest lecturers (at least two for staff / students, before III test)	*08.08.2020, RAMA SANJEEVA, ACADEMICS & ACTIVITIES *14.08.2020, RAVI AGRAHARA, NARATIVE PSYCHOLOGY APPEAL. *19.08.2020, SIVA SHANKAR _UNIVERSAL HUMAN VALUES	
42	National/International Conference	Not done	To be initiated in upcoming semester
43	Workshop (min for 3 days) OR FDP (min for 6 days) for staff	31.08.2020 TO 05.09.2020 5 DAYS - FDP ON EMERGING TRENDS IN APPLIED MATHEMATICS Few Documents are not available	Related files need to be recorded
44	Sports activities (as per committees plan)	Conducted as per format	
45	Cultural activities ( as per committees plan)	Conducted as per format	
46	Picnic /Tour: following standard procedure (at least one)	No picnic conducted due to pandemic	
47	Library attendance of staff (% and frequency, best lib user)	Completed as per format	2 mins /MONTH
48	performance appraisal (cumulative records & individual teacher)	Completed as per format	
49	Attendance registers (neat entry, sign of HOD & staff), Blue books & Index sheets (compare with attendance, action on absentees)	1.Attendance Percentage Missing, 2.Faculty & 3.LP HOD Sign Missing, 4.Test Marks missing in few books 5.LP dates not matching with actual dates of class 6.Topics covered not entered in few books 7.Result Abstract in few books	Related documents needs updations carefully as per the requirements

#### Audit members

Sl. No.	Name	Member	Signature
1.	Dr. vijayaprakash, Dept of ECE BIT, Bengaluru	External	Vgpr
2.	Prof. Nagaraju. P. Dept of ETE RVCE, Bengaluru		P. Nagaraju
3.	Dr. Vijayakumar T	Internal	J. Kumar
4.	Dr. Srinivasan		Srinivasan
5.	H. Narendra Kumar		H. Narendra Kumar
6.	Bhaskar T.F		Bhaskar
7.	Dr. Santanuj Kumar. S.M.		Santanuj
8.	Dr. T. Chandrasekhar		T. Chandrasekhar
9.	Dr. Rekha B		Rekha B

 <b>IQAC Coordinator</b> <b>(Dr. Babu N V)</b>	 <b>Principal</b> <b>(Dr. K V Mahendra Prashanth)</b> <b>Principal</b>
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## Quality Audit Summary

**Academic year:** ODD/2020-21

**Department:** Mathematics

**Date of Audit:** 21/05/2022

Quality Audit of Dept. of Mathematics conducted and the Road map of the Departments were planned & executed appropriately.

The following are Observations, Suggestions, Strength, and Weakness given by the QA Committee members.

### Observations:

1. No. of Research papers published in peer reviewed/referred journals are less in number.
2. Faculties must be encouraged to participate in Research activities
3. National/ International Conference must be initiated in every academic year.
4. Interaction with the parents must be recorded and few interactions are done.
5. Result analysis were carried out regularly.
6. Academic Calendar of events were prepared in advance and executed.

### Suggestions:

1. Faculties must be encouraged to attend seminar/conferences/FDP/Workshop and presented their research papers.
2. Department should work closely towards Research activity & Consultancy.
3. Faculties must be encouraged to write Text books at national/international publishers.
4. Library usage by the faculty is less.
5. Dept. specific Professional bodies activities has to be improved.

### Strength:

- Experienced faculties in the department.
- Department is getting funds for Research work.


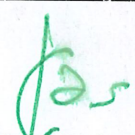
### Weakness:

- Collaborative research to be initiated.
- Interaction with outside world is less.



## Audit members

Sl. No.	Name	Member	Signature
1.	Dr. Vijayaprakash, Dept of ECE BIT, Bengaluru	External	Vjy
2.	Prof. Nagaraju. P. Dept of ETE RVCE, Bengaluru		Plypu
3.	Dr. Sankarantans KC	Internal	m. Sankar
4.	Dr. Vijayakumar T		J. Kumar
5.	H. Narendra Kumar		H. N. Kumar
6.	Sharath T. S		Sh. T. S.
7.	Dr. Sanjay Kumar. S. M.		S. M. Sanjay
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