



SRK INSTITUTE OF TECHNOLOGY
Erikepadu, Vijayawada 521108
Approved by AICTE, Affiliated to JNTUK, Kakinada
(ISO 9001:2015 Certified Institution)

Academic & Administrative Audit Report

Department: Civil Engineering

A.Y.2020-21

Date:17-08-2021

S.No.	Particulars	HODs Input	Grade	Auditor Remarks
1.	Implementation of academic calendar	Yes	A	
2.	Certification Programs	Nil	C	
3.	No. of students undertaking field projects/ internships	Project -105 Internship-59	A	
4.	Organization of industrial visits	01	A	
5.	Feedback collection from stakeholders	Student, Parent, Alumni, Employer	A	
6.	Maintenance of faculty student ratio & cadre ratio in the department	1:12	A	
7.	Procedure followed in the allotment of subjects to faculty	Based on the Qualifications, Experience, Subject specialization, Subject of Interest, Feed Back Analysis, Rotation of Subjects	A	
8.	Course files maintained by the subject teachers and is updated periodically	Yes	A	
9.	Mentoring system	1:20	A	
10.	Student professional society chapter and association activities	Nil	C	
11.	Allotment of additional responsibilities to faculty	Mentors, Class In charges, ISO Files, Project Review Committees, Discipline Duties	A	
12.	ICT techniques adopted in teaching and learning	Google Meet, MS Teams, Zoom, PPTs	A	

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S.No.	Particulars	HODs Input	Grade	Auditor Remarks
13.	Pass percentage of outgoing students	Waiting for Results		
14.	Dissemination of PEOs, POs, PSOs, Cos	Yes	A	
15.	No. of faculty participated in conferences and symposia	3	B	
16.	Organization of Guest lectures, Workshops, etc	Seminar-1, Webnar-1	B	
17.	Extension activities in the neighborhood community in terms of impact and sensitizing students to social issues and holistic development	Nil	C	
18.	Adequate facilities for teaching – learning, viz., classrooms, laboratories, computing equipment, etc.	Yes	A	
19.	Number of students participating in extension activities	Nil	C	
20.	Established systems and procedures for maintaining and utilizing physical, academic and support facilities laboratory, library, sports complex, computers, classrooms etc.	Yes	A	
21.	Expenditure incurred on maintenance of physical facilities excluding salary component	Rs.200000/- (Hydraulic Lab Tiles etc)	B	
22.	Linkages with institutions/ industries for internship, on-the-job training, project work, sharing of research facilities etc.	No	C	
23.	Per day usage of library by teachers and students	2 Hours	C	
24.	Bandwidth of Internet	500 Mbps+50Mbps	A	
25.	Management merit scholarships	Rs.80000/- (Visweswarayya Academic Excellence)	A	
26.	Skill Enhancement initiatives	CRT Program	C	
27.	Number of placements of outgoing students	15	C	
28.	Student qualified in competitive examinations	Nil	C	
29.	Students admitted in higher studies	Nil	C	
30.	Awards/medals for outstanding performance in sports, yoga/ cultural activities at national/international level.	Nil	C	

S.No.	Particulars	HODs Input	Grade	Auditor Remarks
31.	Number of placements of outgoing students	15	B	
32.	Alumni association/chapters meetings conducted	Nil	C	
33.	Organization of professional development programs	2	C	
34.	Teachers attending professional development programs	FDP-17, Seminar/Webinar-23, Workshops-6, Quiz-2	A	
35.	Effectiveness of various bodies/ cells/ committees is evident through minutes of meetings and implementation of their resolutions	Yes	A	

T. Lakshmi
HODs signature
27/8/21

Head of the Department & Professor,
Civil Engineering,
S.R.K. Institute of Technology,
Enikepadu, Vijayawada-521108

S. Sri Gowri
Auditor-1
21/9/21

Dr.S.SRI GOWRI, M.Tech., Ph.D.,
Professor & Head of E.C.E.Dept.
S.R.K.Institute of Technology

S. Admap
Auditor-2
21/9/21

SRK INSTITUTE OF TECHNOLOGY
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PIN: 521 108.


PRINCIPAL

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Academic & Administrative Audit Report

Department: **EEE**

A.Y.: **2020-21**

Date: **02.08.2021**

S.No.	Particulars	HOD's Input	Grade	Auditor's Remarks
1.	Implementation of academic calendar	Yes	A	
2.	Certification Programs	1	BT	
3.	No. of students undertaking field projects/ internships	0/15	BT	
4.	Organization of industrial visits	NIL	C	
5.	Feedback collection from stakeholders	Yes	A	
6.	Maintenance of faculty student ration & cadre ratio in the department	1:20 & 1:0:8	A	
7.	Procedure followed in the allotment of subjects to faculty	Faculty Specialization And Experience	A	
8.	Course files maintained by the subject teachers and is updated periodically	Yes	A	
9.	Mentoring system	Yes	A	
10.	Student professional society chapter and association activities	No	C	
11.	Allotment of additional responsibilities to faculty	Yes (Mentor, Class In charge ISO,PRC, Disciplinary Duties	A	
12.	ICT techniques adopted in teaching and learning	Online Classes (MS Teams, ZOOM, Google Meet) PPT's	A	
13.	Pass percentage of outgoing students	Results awaiting	-	

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14.	Dissemination of PEOs, POs, PSOs, Cos	Yes	A	
15.	No. of faculty participated in conferences and symposia	5	A	
16.	Organization of Guest lectures, Workshops, etc	NIL	C	
17.	Extension activities in the neighborhood community in terms of impact and sensitizing students to social issues and holistic development	10	B	
18.	Adequate facilities for teaching – learning, viz., classrooms, laboratories, computing equipment, etc.	3 class rooms 6 laboratories, 30 systems lab	A	
19.	Number of students participating in extension activities	7	B	
20.	Established systems and procedures for maintaining and utilizing physical, academic and support facilities laboratory, library, sports complex, computers, classrooms etc.	Yes	A	
21.	Expenditure incurred on maintenance of physical facilities excluding salary component	Rs 1,00,000/-	A	
22.	Linkages with institutions/ industries for internship, on-the-job training, project work, sharing of research facilities etc.	1 + 1	B ⁺	
23.	Per day usage of library by teachers and students	35	A	
24.	Bandwidth of Internet	500 + 50Mbps	A	
25.	Management merit scholarships	2	B	
26.	Skill Enhancement initiatives	Eduskill, CRT, Microlink Peripheral Ltd(4)	A	
27.	Student qualified in competitive examinations	NA	A	
28.	Students admitted in higher studies	NA	A	
29.	Awards/medals for outstanding performance in sports, yoga/ cultural activities at national/international level.	NIL	C	
30.	Number of placements of outgoing students	NA	A	
31.	Alumni association/chapters meetings conducted	Nil	C	

32.	Organization of professional development programs	3	A	
33.	Teachers attending professional development programs.	5	A	
34.	Effectiveness of various bodies/ cells/ committees is evident through minutes of meetings and implementation of their resolutions	Yes	A	

S. Sri Gowri
HOD

Dr.S.SRI GOWRI, M.Tech., Ph.D.,
Professor & Head of E.C.E. Dept.
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S. Sri Gowri
Auditor-1

2/9/21

Dr.S.SRI GOWRI, M.Tech., Ph.D.,
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S.R.K. Institute of Technology

S. Srinivas
Auditor-2
2/9/21

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S. Srinivas
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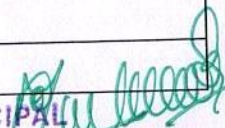
Academic & Administrative Audit Report

Department: Mechanical Engineering

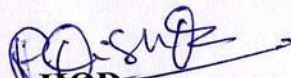
A.Y.: 2020-2021

Date: 08-06-2021

S. No.	Particulars	HOD's Input	Grade	Auditor's Remarks
1.	Implementation of academic calendar	Yes	A	
2.	Certification Programs	Yes		
3.	No. of students undertaking field projects/ internships	5	C	
4.	Organization of industrial visits	Nil	C	
5.	Feedback collection from stakeholders	Yes	A	
6.	Maintenance of faculty student ratio & cadre ratio in the department	1:18 & 2:1:17	A	
7.	Procedure followed in the allotment of subjects to faculty	Yes. Based on faculty experience and specialization.	A	
8.	Course files maintained by the subject teachers and is updated periodically	Yes	A	
9.	Mentoring system	Yes (1:20)	A	
10.	Student professional society chapter and association activities	No	C	
11.	Allotment of additional responsibilities to faculty	Yes (Class incharge, ISO, Lab Incharge, Disciplinary duties)	A	
12.	ICT techniques adopted in teaching and learning	PPT's, Online classes Via MS Teams, Google Meet.	A	
13.	Pass percentage of outgoing students	N/A 76 %	B	
14.	Dissemination of PEOs, POs, PSOs, Cos	Yes	A	
15.	No. of faculty participated in conferences and symposia	No	C	
16.	Organization of Guest lectures, Workshops, etc	Yes	A	

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17.	Extension activities in the neighborhood community in terms of impact and sensitizing students to social issues and holistic development	Yes	B	
18.	Adequate facilities for teaching – learning, viz., classrooms, laboratories, computing equipment, etc.	Yes	A	
19.	Number of students participating in extension activities	N/A	C	
20.	Established systems and procedures for maintaining and utilizing physical, academic and support facilities laboratory, library, sports complex, computers, classrooms etc.	Yes	A	
21.	Expenditure incurred on maintenance of physical facilities excluding salary component	Yes	A	
22.	Linkages with institutions/ industries for internship, on-the-job training, project work, sharing of research facilities etc.	1	C	
23.	Per day usage of library by teachers and students	50	B	
24.	Bandwidth of Internet	550 mbps	A	
25.	Management merit scholarships	Nil	C	
26.	Skill Enhancement initiatives	CRT, Certification programs	B	
27.	Number of placements of outgoing students	55	A	
28.	Student qualified in competitive examinations	N/A	C	
29.	Students admitted in higher studies	Yes (10)	B	
30.	Awards/medals for outstanding performance in sports, yoga/ cultural activities at national/international level.	Nil	C	
31.	Number of placements of outgoing students	55	A	
32.	Alumni association/chapters meetings conducted	Nil	C	
33.	Organization of professional development programs	Yes	B	
34.	Teachers attending professional development programs	Yes		
35.	Effectiveness of various bodies/ cells/ committees is evident through minutes of meetings and implementation of their resolutions	Yes	A	

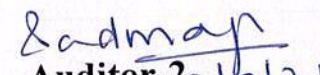

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S. Sri Gowri
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2/9/21

Dr. S. SRI GOWRI, M.Tech., Ph.D.,
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S.R.K. Institute of Technology


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Academic & Administrative Audit Report 2020-21

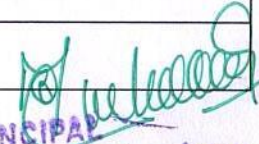
Department: ECE

Date: 2nd JAN 2021

S.No.	Particulars	HODs Input	Grade	Auditor Remarks
1.	Implementation of academic calendar	Yes	A	
2.	Certification Programs	4	A	
3.	No. of students undertaking field projects/ internships	0/90	A	
4.	Organization of industrial visits	Nil	C	
5.	Feedback collection from stakeholders	Yes <i>students, parents etc</i>	A	<i>feed back collected from all stack holders</i>
6.	Maintenance of faculty student ration & cadre ratio in the department	1:20 1:0:9	A	
7.	Procedure followed in the allotment of subjects to faculty	Depending upon faculty specialization. Experience	A	
8.	Course files maintained by the subject teachers and is updated periodically	Yes	A	
9.	Mentoring system	Yes (1:20)	A	
10.	Student professional society chapter and association activities	No	C	
11.	Allotment of additional responsibilities to faculty	Yes(Mentor, Class In charge, ISO, PRC, Disciplinary duties)	A	
12.	ICT techniques adopted in teaching and learning	Online Classes(MS Teams, ZOOM, Google Meet), PPT's	A	

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13.	Pass percentage of outgoing students	Results awaiting 86.6	A	
14.	Dissemination of PEOs, POs, PSOs, Cos	Yes	B ⁺	
15.	No. of faculty participated in conferences and symposia	15	B ⁺	
16.	Organization of Guest lectures, Workshops, etc	103	A	
17.	Extension activities in the neighborhood community in terms of impact and sensitizing students to social issues and holistic development	13 Activities (overall)	B	
18.	Adequate facilities for teaching – learning, viz., classrooms, laboratories, computing equipment, etc.	Yes	A	
19.	Number of students participating in extension activities	20	B ⁺	
20.	Established systems and procedures for maintaining and utilizing physical, academic and support facilities laboratory, library, sports complex, computers, classrooms etc.	Yes	A	
21.	Expenditure incurred on maintenance of physical facilities excluding salary component	Rs 1,00,000/-	A	
22.	Linkages with institutions/ industries for internship, on-the-job training, project work, sharing of research facilities etc.	3 (Apply Volt, Microlinks Pvt. Ltd)	A	
23.	Per day usage of library by teachers and students	70	A	
24.	Bandwidth of Internet	500+50 MBPS	A	
25.	Management merit scholarships	27	A	
26.	Skill Enhancement initiatives	EduSkills, CRT, Apply volt, Micro link Peripheral Ltd	A	
27.	Number of placements of outgoing students	84	A	
28.	Student qualified in competitive examinations	6	B	
29.	Students admitted in higher studies	UNDER PROCESS	C	


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30.	Awards/medals for outstanding performance in sports, yoga/ cultural activities at national/international level.	Nil	C	
31.	Alumni association/chapters meetings conducted	Nil	C	
32.	Organization of professional development programs	3	B+	
33.	Teachers attending professional development programs	15	B+	
34.	Effectiveness of various bodies/ cells/ committees is evident through minutes of meetings and implementation of their resolutions	Yes	A	

S. Sri Gowri
HODs Signature

Dr.S.SRI GOWRI, M.Tech., Ph.D.,
Professor & Head of E.C.E.Dept.
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S. Sri Gowri
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2/9/21

Dr.S.SRI GOWRI, M.Tech., Ph.D.,
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Academic & Administrative Audit Report- 2020-21

Department: CSE

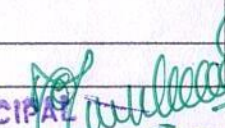
Date: 16-08-2021

S.No.	Particulars	HODs Input	Grade	Auditor Remarks
1.	Implementation of academic calendar	Yes	A	
2.	Certification Programs	7	A	
3.	No. of students undertaking field projects/ internships	0/93	B+	
4.	Organization of industrial visits	Nil	C	
5.	Feedback collection from stakeholders	Yes	A	
6.	Maintenance of faculty student ratio & cadre ratio in the department	1:15 & 2:5:17	A	
7.	Procedure followed in the allotment of subjects to faculty	Based on the Expertise & Experience of the faculty and subject options given by the faculty	A	
8.	Course files maintained by the subject teachers and is updated periodically	Yes	A	


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9.	Mentoring system	Yes(1:20)	A	
10.	Student professional society chapter and association activities	Yes (CSI)	A	
11.	Allotment of additional responsibilities to faculty	Yes(Class Teachers, Mentors, Lab I/Cs, ISO File maintenance, Discipline and various committee members/incharges)	A	
12.	ICT techniques adopted in teaching and learning	PPT, Programming explanation through online compilers, MS Teams, Polls, Quiz & Assignments through MS Teams	A	
13.	Pass percentage of outgoing students	81.15%	A	
14.	Dissemination of PEOs, POs, PSOs, Cos	Yes	A	
15.	No. of faculty participated in conferences and symposia	1	C	
16.	Organization of Guest lectures, Workshops, etc	1	C	
17.	Extension activities in the neighborhood community in terms of impact and sensitizing students to social issues and holistic development	Yes	B	
18.	Adequate facilities for teaching – learning, viz., classrooms, laboratories, computing equipment, etc.	Yes	A	
19.	Number of students participating in extension activities	76	A	

20.	Established systems and procedures for maintaining and utilizing physical, academic and support facilities laboratory, library, sports complex, computers, classrooms etc.	Yes	A	
21.	Expenditure incurred on maintenance of physical facilities excluding salary component	7,27,000/-	A	
22.	Linkages with institutions/ industries for internship, on-the-job training, project work, sharing of research facilities etc.	9(ICT Academy, EduSkills, APSSDC, NEcX, CISCO NET Academy, Red Hat, Blue Prism, Palo Alto, L4G)	A	
23.	Per day usage of library by teachers and students	25	B	
24.	Bandwidth of Internet	50 Mbps + 500 MBPS	A	
25.	Management merit scholarships	52	A	
26.	Skill Enhancement initiatives	5 (DXC, Salesforce, BluePrism RPA Riders, CISCO Code Riders, CRT)	A	
27.	Number of placements of outgoing students	98	A	
28.	Student qualified in competitive examinations	18	A	
29.	Students admitted in higher studies	9	B	
30.	Awards/medals for outstanding performance in sports, yoga/ cultural activities at national/international level.	1 Champion Women Awards 2021	A	
31.	Alumni association/chapters meetings conducted	Nil	C	
32.	Organization of professional development programs	Nil	C	


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33.	Teachers attending professional development programs	10	B	
34.	Effectiveness of various bodies/ cells/ committees is evident through minutes of meetings and implementation of their resolutions	Yes	A	

D. Sathya
HODs signature 1/9/21

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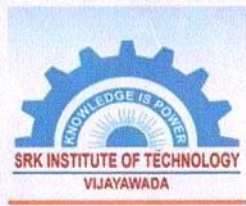
S. Sri Gowri
Auditor-1
2/9/21

Dr.S.SRI GOWRI, M.Tech., Ph.D.,
Professor & Head of E.C.E.Dept.
S.R.K.Institute of Technology

S. Adnan
Auditor-2
2/9/21

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Academic & Administrative Audit Report

Department: IT

A.Y.: 2020-21

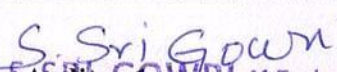
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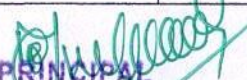
S.N o.	Particulars	HOD's Input	Grade	Auditor's Remarks
1.	Implementation of academic calendar	Yes	A	
2.	Certification Programs	03	B	
3.	No. of students undertaking field projects/ internships	NIL	C	
4.	Organization of industrial visits	0	C	
5.	Feedback collection from stakeholders	Yes	A	
6.	Maintenance of faculty student ration & cadre ratio in the Department	1:20 & 0:0:9	A	
7.	Procedure followed in the allotment of subjects to faculty	Depending on Faculty Specialization & Experience	A	
8.	Course files maintained by the subject teachers and is updated periodically	Yes	A	
9.	Mentoring system	Yes (1:20)	A	
10.	Student professional society chapter and association activities	No	C	
11.	Allotment of additional responsibilities to faculty	Yes (Mentor, Class Incharge ISO,PRC, Disciplinary Duties)	A	
12.	ICT techniques adopted in teaching and learning	Online Classes (MS Teams, ZOOM, Google Meet) PPT's	A	
13.	Pass percentage of outgoing students	93	AT	
14.	Dissemination of PEOs, POs, PSOs, Cos	Yes	A	
15.	No. of faculty participated in conferences and symposia	NIL	C	
16.	Organization of Guest lectures, Workshops, etc	03	B	

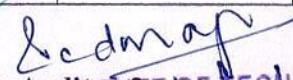
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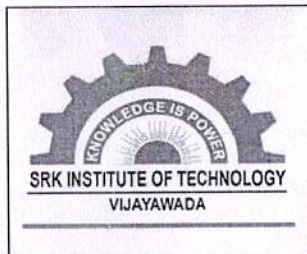
17.	Extension activities in the neighborhood community in terms of impact and sensitizing students to social issues and holistic development	10	A
18.	Adequate facilities for teaching – learning, viz., classrooms, laboratories, computing equipment, etc.	Yes	A
19.	Number of students participating in extension activities	02	C
20.	Established systems and procedures for maintaining and utilizing physical, academic and support facilities laboratory, library, sports complex, computers, classrooms etc.	Yes	A
21.	Expenditure incurred on maintenance of physical facilities excluding salary component	Yes	A
22.	Linkages with institutions/ industries for internship, on-the-job training, project work, sharing of research facilities etc.	NIL	C
23.	Per day usage of library by teachers and students	30	B
24.	Bandwidth of Internet	(50+500)Mbps	A
25.	Management merit scholarships	19	A
26.	Skill Enhancement initiatives	Internal training, CRT	B
27.	Number of placements of outgoing students	25	A
28.	Student qualified in competitive examinations	02	C
29.	Students admitted in higher studies	NIL	C
30.	Awards/medals for outstanding performance in sports, yoga/ cultural activities at national/international level.	NIL	C
31.	Number of placements of outgoing students	25	A
32.	Alumni association/chapters meetings conducted	2 NIL	C
33.	Organization of professional development programs	NIL	C
34.	Teachers attending professional development programs	7	B
35.	Effectiveness of various bodies/ cells/ committees is evident through minutes of meetings and implementation of their resolutions	Yes	A


 HOD
 S.R.K. INSTITUTE OF TECHNOLOGY
 VIJAYAWADA-8


 Dr. S. Sri Gowri
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 S.R.K. Institute of Technology


 PRINCIPAL
 S.R.K. Institute of Technology
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 Auditor-2
 S.R.K. INSTITUTE OF TECHNOLOGY
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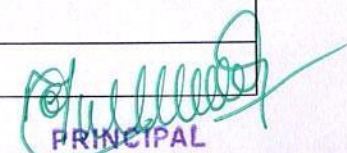
Academic & Administrative Audit Report

Department: Science & Humanities

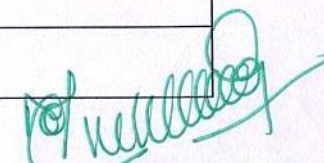
A.Y.: 2020-21

Date: 24th Aug 2021

S.No.	Particulars	HOD's Input	Grade	Auditor's Remarks
1.	Implementation of academic calendar	Yes	A	
2.	Certification Programs	03	A	
3.	No. of students undertaking field projects/ internships	NIL	C	
4.	Organization of industrial visits	NIL	C	
5.	Feedback collection from stakeholders	Yes	A	
6.	Maintenance of faculty student ration & cadre ratio in the department	1:20 & 1:2:24	A	
7.	Procedure followed in the allotment of subjects to faculty	Faculty Specialization	A	
8.	Course files maintained by the subject teachers and is updated periodically	Yes	A	
9.	Mentoring system	1:20	A	
10.	Student professional society chapter and association activities	NIL	C	
11.	Allotment of additional responsibilities to faculty	Yes (Mentor, Class Incharge, ISO, NAAC, Disciplinary Duties)	A	
12.	ICT techniques adopted in teaching and learning	Online Classes (MS Teams, ZOOM, Google Meet) PPTs	A	
13.	Pass percentage of outgoing students	NA	-	


PRINCIPAL

14.	Dissemination of PEOs, POs, PSOs, Cos	Yes	A	
15.	No. of faculty participated in conferences and symposia	02	C	
16.	Organization of Guest lectures, Workshops, etc	08	A	
17.	Extension activities in the neighborhood community in terms of impact and sensitizing students to social issues and holistic development	06 Programs (sensitizing students to social issues)	A	
18.	Adequate facilities for teaching – learning, viz., classrooms, laboratories, computing equipment, etc.	Yes	A	
19.	Number of students participating in extension activities	470	A+	
20.	Established systems and procedures for maintaining and utilizing physical, academic and support facilities laboratory, library, sports complex, computers, classrooms etc.	Yes	A	
21.	Expenditure incurred on maintenance of physical facilities excluding salary component	Yes	A	
22.	Linkages with institutions/ industries for internship, on-the-job training, project work, sharing of research facilities etc.	03 (Talentio,L4G,ASCI)	B	
23.	Per day usage of library by teachers and students	35	B	
24.	Bandwidth of Internet	550Mbps	A	
25.	Management merit scholarships	0	C	
26.	Skill Enhancement initiatives	L4G,NASSCOM, Edu Skills,Talentio	A	
27.	Number of placements of outgoing students	NA	—	
28.	Student qualified in competitive examinations	NA	—	
29.	Students admitted in higher studies	NA	—	
30.	Awards/medals for outstanding performance in sports, yoga/ cultural activities at national/international level.	NIL	C	


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31.	Alumni association/chapters meetings conducted	NA	C	
32.	Organization of professional development programs	03	A	
33.	Teachers attending professional development programs	13	A	
34.	Effectiveness of various bodies/ cells/ committees is evident through minutes of meetings and implementation of their resolutions	Yes	A	

Ledman
HOD 26/8/21
 SRK INSTITUTE OF TECHNOLOGY
 ENIKEPADU, VIJAYAWADA
 PIN: 521 108.

S. Sri Gowri
Auditor-1
 1/9/21
 Dr.S.SRI GOWRI, M.Tech., Ph.D.,
 Professor & Head of E.C.E.Dept.
 S.R.K.Institute of Technology

Ledman
Auditor-2
 2/9/21
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SRK INSTITUTE OF TECHNOLOGY
Enikepadu, Vijayawada 521108
 Approved by AICTE, Affiliated to JNTUK, Kakinada
 (ISO 9001:2015 Certified Institution)

Academic & Administrative Audit Report- 2020-21

Department: MBA & IMBA

Date: 17/08/2021

S.No.	Particulars	HODs Input	Grade	Auditor Remarks
1.	Implementation of academic calendar	YES ,As per the JNTUK Academic calendar	A	
2.	Certification Programs	NIL	C	
3.	No. of students undertaking field projects/ internships	II YEAR MBA-55 III YEAR INTG MBA -46 V YEAR INTG MBA -22	A	
4.	Organization of industrial visits	NIL	C	
5.	Feedback collection from stakeholders	YES, Feedbacks collected from Alumni, Parents, Students and faculty.	A	
6.	Maintenance of faculty student ratio & cadre ratio in the department	STUDENTS STRENGTH 2 YEARS MBA 2*60=120 5 YEAR INTG MBA 5*60=300 NO OF TEACHING FACULTY MBA - 6 IMBA - 15 1:20 RATIO Cadre Ratio 2:0:19 Professors -2 Assistant professors -19	A	

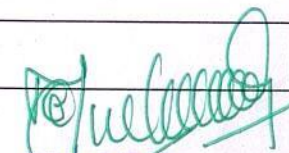
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7.	Procedure followed in the allotment of subjects to faculty	As per the experience and specialization on rotational basis.	A	
8.	Course files maintained by the subject teachers and is updated periodically.	Yes	A	
9.	Mentoring system	At the beginning of semester for maximum of 20 Students 1 faculty members appointed as mentor for student counseling.	A	
10.	Student professional society chapter and association activities	<ul style="list-style-type: none"> The department of business administration formed a management students club (SAMS). Student Activities in Management Studies and organizing various management events like market makers B Plan, Stock Market analysis under this club. 	A	
11.	Allotment of additional responsibilities to faculty	<ol style="list-style-type: none"> Maintenance of departmental academic files. Anti ragging duties. Student counseling. Communication to parents Regarding academic performance of students. Guiding the students regarding Minor and Major Projects. 	A	
12.	ICT techniques adopted in teaching and learning	<ol style="list-style-type: none"> Lectures dispersed with power point presentation. Assignments, materials and important announcements to students done through Google classrooms, MS Teams and Zoom platforms 	A	




PRINCIPAL

13.	Pass percentage of outgoing students	MBA- Intg MBA -		
14.	Dissemination of PEOs, POs, PSOs, Cos	Yes	A	
15.	No. of faculty participated in conferences and symposia	NIL	C	
16.	Organization of Guest lectures, Workshops, etc	Webinar-1 on Stock Markets	C	
17.	Extension activities in the neighborhood community in terms of impact and sensitizing students to social issues and holistic development	07	B	
18.	Adequate facilities for teaching – learning, viz., classrooms, laboratories, computing equipment, etc.	1. Available fully equipped two E-Class Rooms for MBA and Integrated MBA. 2. Available state of art Computer Lab with high configuration.	A	
19.	Number of students participating in extension activities	43	A	
20.	Established systems and procedures for maintaining and utilizing physical, academic and support facilities laboratory, library, sports complex, computers, classrooms etc.	YES	A	
21.	Expenditure incurred on maintenance of physical facilities excluding salary component.	Rs 20,000	C	
22.	Linkages with institutions/ industries for internship, on-the-job training, project work, sharing of research facilities etc.	NIL	C	
23.	Per day usage of library by teachers and students	30	B	
24.	Bandwidth of Internet	50+500 Kbps	A	


PRINCIPAL

25.	Management merit scholarships	MBA -28 INTG MBA- 09	A	
26.	Skill Enhancement initiatives	NIL	C	
27.	Number of placements of outgoing students	8*	C	
28.	Student qualified in competitive examinations	NIL	C	
29.	Students admitted in higher studies	NIL	C	
30.	Awards/medals for outstanding performance in sports, yoga/ cultural activities at national/international level.	NIL	C	
31.	Alumni association/chapters meetings conducted	NO	C	
32.	Organization of professional development programs	Webinar on Stock Markets	B	
33.	Teachers attending professional development programs	12	A	
34.	Effectiveness of various bodies/ cells/ committees is evident through minutes of meetings and implementation of their resolutions.	NIL yes	A	

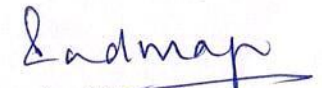

HODs signature

Professor & Head
Department of Business Administration,
SRK Institute of Technology,
Affiliated to JNTU Kakinada
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S. Sri Gowri
Auditor-1

29/21

Dr.S.SRI GOWRI, M.Tech., Ph.D.,
Professor & Head of E.C.E.Dept.
S.R.K.Institute of Technology


Auditor-2

2/9/21

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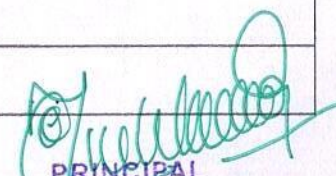
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Academic & Administrative Audit Report- 2020-21

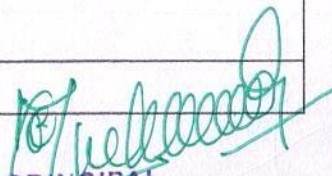
Department: MCA

Date: 31.08.21

S.No.	Particulars	HODs Input	Grade	Auditor Remarks
1.	Implementation of academic calendar	Yes	A	
2.	Certification Programs	2	C	
3.	No. of students undertaking field projects/ internships	Nil	C	
4.	Organization of industrial visits	No	C	
5.	Feedback collection from stakeholders	Yes	A	
6.	Maintenance of faculty student ratio & cadre ratio in the department	1:15 & 0:0:8	A	
7.	Procedure followed in the allotment of subjects to faculty	Based on the Expertise & Experience of the faculty and subject options given by the faculty	A	
8.	Course files maintained by the subject teachers and is updated periodically	Yes	A	
9.	Mentoring system	Yes (1:20)	A	
10.	Student professional society chapter and association activities	Nil	C	


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11.	Allotment of additional responsibilities to faculty	Yes(Class Teachers, Mentors, Lab I/Cs, ISO File maintenance, Discipline and various committee members/incharges, Online Server and Exam conduction I/C)	A	
12.	ICT techniques adopted in teaching and learning	PPT, , MS Teams, Polls, Quiz & Assignments through MS Teams	A	
13.	Pass percentage of outgoing students	85.33	A	
14.	Dissemination of PEOs, POs, PSOs, Cos	Yes	A	
15.	No. of faculty participated in conferences and symposia	Nil	C	
16.	Organization of Guest lectures, Workshops, etc	Nil	C	
17.	Extension activities in the neighborhood community in terms of impact and sensitizing students to social issues and holistic development	Yes	B	
18.	Adequate facilities for teaching – learning, viz., classrooms, laboratories, computing equipment, etc.	Yes	A	
19.	Number of students participating in extension activities	20	B	
20.	Established systems and procedures for maintaining and utilizing physical, academic and support facilities laboratory, library, sports complex, computers, classrooms etc.	Yes	A	
21.	Expenditure incurred on maintenance of physical facilities excluding salary component	Nil	C	
22.	Linkages with institutions/ industries for internship, on-the-	4	A	


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	job training, project work, sharing of research facilities etc.			
23.	Per day usage of library by teachers and students	15	B	
24.	Bandwidth of Internet	50 Mbps + 500 Mbps	A	
25.	Management merit scholarships	18	A	
26.	Skill Enhancement initiatives	2	B	
27.	Number of placements of outgoing students	2	C	
28.	Student qualified in competitive examinations	Nil	C	
29.	Students admitted in higher studies	Nil	C	
30.	Awards/medals for outstanding performance in sports, yoga/ cultural activities at national/international level.	Nil	C	
31.	Alumni association/chapters meetings conducted	Nil	C	
32.	Organization of professional development programs	Nil	C	
33.	Teachers attending professional development programs	2	C	
34.	Effectiveness of various bodies/ cells/ committees is evident through minutes of meetings and implementation of their resolutions	Yes	A	

D. N. Sathya
HODs signature 1/9/21

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S. Sri Gowri
Auditor-1

Dr. S. SRI GOWRI, M.Tech, Ph.D.
Professor & Head of E.C.E. Dept.
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Sadman
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