

**VIGNAN'S****INSTITUTE OF INFORMATION TECHNOLOGY**
(AUTONOMOUS)(Approved by AICTE- New Delhi & Affiliated to JNTUK, Kakinada)
Beside VSEZ, Duwada, Vadlapudi Post, Gajuwaka, Visakhapatnam - 530 049.**Ref: No. VIIT/ PO/ Orders/ 2020****Date: 20-01-2020****Academic Audit Compliance Report****To**
Principal,**Sub: Academic Audit Compliance Report –Reg.****Ref:** As per the above reference number VIIT/ PO/ Orders/ 2020, Academic Audit Committee is verifying all department documents and Audit compliance reports are submitted to the IQAC office.

Audit date: 20.01.2020**Time: 11.00 AM****Audit committee members:**

S.No.	Name of the person	Designation	Status of the person
1.	Dr. Ch. Hari Govinda Rao	Associate Professor	Dean - IQAC
2.	Dr. V S V Satyanaraya	Associate Professor	IQAC Coordinator
3.	Dr. M P V V Bhaskar	Associate Professor	IQAC Coordinator
4.	Mr Sampath Dakshnamurthy	Assistant Professor	IQAC Coordinator
5.	Mr. B Eswar	Assistant Professor	IQAC Coordinator
6.	Mr D Madhusudhan	Assistant Professor	IQAC Coordinator
7.	Mr K Appalanaidu	Assistant Professor	IQAC Coordinator
8.	Mr Brahmayya	Assistant Professor	IQAC Coordinator

Academic and Administrative Audit (AAA): The IQAC undertake Academic Administrative Audits to monitor and evaluate the institutional process through systematic internal and external reviews. The Academic Audit is a peer review process including a self-study and a site visit by peers from inside and outside the institution. The purpose of an academic audit is to encourage programs, departments and the institution to evaluate their quality processes and standards based on predetermined benchmarks and to suggest activities required to produce, assure, and regularly improve the quality of the whole system in place including curricular and co-curricular programmes and activities and the infrastructure and support services.

Academic Audit: Academic audit can be understood as a scientific and systematic method of reviewing the quality of academic process in the institution. It is related with the quality assurance and enhancing the quality of academic activities in HEIs.

Methodology: The institution has evolved its own guidelines and methodology by learning from good practices followed by leading institutions within and outside India. The successful practices are adapted to suit specific context and requirement of the institution on various aspects such as given below.

Periodicity: The institution undertakes the Academic Audit exercise on bi- annual basis: An internal exercise twice a year and involvement of external peers once in a year.

Process: The main focuses of the defined processes are:

- a) Teaching-Learning and evaluation process
- b) Define quality in terms of learning outcomes
- c) Develop research culture
- d) Continuity and consistency based on the vision and mission of the institution.
- e) Application of best practices suited to the institution and the departments.
- f) Community orientation and Public perception
- g) Alumni and placement
- h) Continuous improvement towards total quality development of the students, teachers and the institution.

Academic Audit Compliance Report:

S. No	Audit Aspects	Audit Observations	Compliance
1	Process adopted for curriculum development & revision.	1. All Stakeholder feedback obtained.	1. Stakeholder feedback incorporated.
2	Program Curriculum Content	1. Existence of Employability features 2. Environment and Sustainability features.	1. Improvement required on Employability, Environment and Sustainability features.
3	Curriculum structure & Acceptance	1. Student enrollement satisfactory.	1. Student enrollement is not satisfied.
4	Feedback from Stake holders Elicitation and review.	1. Design and Review of syllabus	1. Review of syllabus not properly done.
5	Academic Calendar	Availability at the department	All departments are following the academic calendar.

6	Course files	1. POs, PSOs, COs of Programmes are mapped	1. POs, PSOs, COs of Programmes are not properly mapped
7	Assessment process of the learning levels of the students.	1. Availability of student learning Assessment procedures	1. learning Assessment procedures are available in all departments.
8	Student centric T & L methods and Student engagement	1. Student centric T&L methods -identified in Lesson Plans. 2. Availability of MoUs / Linkages for student engagement	1. T&L methods are followed but not in advanced. 2. MoUs documents are not available.
9	Research output measurement, Policies, Plans and Targets	1. Consultancy - Existence of Ecosystem for Revenue generation. 2. Start-ups incubated by the department. 3. Existence of Structured Plans for CPD of faculty.	1. Very low consultancy - Existence of Ecosystem for Revenue generation. 2. Department wise Start-ups incubated centres are very less.
10	Internal quality	1. Existence of Incremental quality improvement measurement.	1. Incremental quality improvement measurement taken.

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Auditors signature



[Signature]
Dean - IQAC
20/01/20

Copy to

- Chairperson IQAC
- Principal office
- Rector office
- CEO office
- Admin office
- All HoDs/Deans
- Exam cell.
- IQAC office for filing

Dean - IQAC
Gyan's Institute of Information Technology
Duvvada, Visakhapatnam.
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Ref: No. VIIT/ PO/ Orders/ 2020

Date: 16-10-2020

Academic Audit Compliance Report

To
Principal,

Sub: Academic Audit Compliance Report –Reg.

Ref: As per the above reference number VIIT/ PO/ Orders/ 2020, Academic Audit Committee is verifying all department documents and Audit compliance reports are submitted to the IQAC office.

Audit date: 10.10.2020

Time: 10.30 AM

Audit committee members

S.No.	Name of the person	Designation	Status of the person
1.	Dr. Ch. Hari Govinda Rao	Associate Professor	Dean - IQAC
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1	Process adopted for curriculum development & revision.	1. All Stakeholder feedback obtained.	1. Stakeholder feedback incorporated.
2	Program Curriculum Content	1. Human Values and Professional Ethics content. 2. Existence of Skill development features 3. Existence of Entrepreneurship features	1. Need to focus on Improving Skill development & Entrepreneurship features. 2. More focus on Human Values and Professional Ethics content.
3	Curriculum structure & Acceptance	1. Existence of Value-added courses as elective.	1. No proper designing of Value added courses.
4	Feedback from Stake holders Elicitation and review.	1. On aspects of Teaching and learning. 2. Design and Review of syllabus	1. Need to focus on Teaching and learning methods. Review of syllabus not properly done.
5	Academic Calendar	Availability at the department	All departments are following the academic calendar.
6	Course files	1. Availability of Lecture notes/plans. 2. Adherence to the Lesson plans- availability of evidence.	1. Lecture notes/plans are available but they are not following up.

7	Assessment process of the learning levels of the students.	1. Availability of student learning Assessment procedures	1. Learning Assessment procedures are available in all departments.
8	Student centric T & L methods and Student engagement	1. Student centric T&L methods -identified in Lesson Plans. 2. Availability of MoUs / Linkages for student engagement	1. T&L methods are followed but not in advanced. 2. MoUs documents are not available.
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