



Vidya Prasarak Mandal, Thane's  
**Maharshi Parshuram College Of Engineering**  
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## **Instrumentation Engineering Department**

### **Academic Audit Report (Internal)**

**Academic Year:-**

**Date of Audit:-**

**Internal Audit Number:-**

❖ ❖ **Department Profile:-**

1	Name of Department	
2	Name of HOD	
3	Name of departmental IQAC Member	
4	Year of establishment	
5	Department working hours	
6	Year wise sanctioned strength	FE:- SE:- TE:- BE:-
7	Year wise actual strength	FE:- SE:- TE:- BE:-
8	Total Male- Female (Students)	Male:- Female:-
9	Number of Teachers (Sanctioned by management)	
10	Total Male- Female (Staff)	Male:- Female:-
11	Department vision, mission & future plan	

**I. Curricular Aspect: -****{50}**

<b>Sr.No.</b>	<b>Item</b>	<b>Marks obtained</b>	<b>Recommendation/Suggestions/ Remark by Academic Audit Committee</b>
1	Implementation of university & college academic calendar. (5)		
2	Semester wise load distribution (5)		
3	Time table (5)		
4	Coverage of syllabus against university requirements (Theory & practical) (5)		
5	Field projects/Internships undertaken during year (5)		
6	Record of students attendance (5)		
7	Record of faculty/staff attendance(5)		
8	Feedback from students on teaching learning process & its analysis (5)		
9	Feedback from employer, alumni, parents ,faculty & staff (5)		
10	Action taken reports/utilization of feedback for overall development of department (5)		

**II. Teaching, Learning & Evaluation: -****{55}**

<b>Sr.No.</b>	<b>Item</b>	<b>Marks obtained</b>	<b>Recommendation/Suggestions/ Remark by Academic Audit Committee</b>
1	Student enrollment ratio for FE & DSE (5)		
2	Student-full time teacher ratio(5)		
3	Student Mentorship record(5)		
4	Faculty & staff profile (5)		
5	Faculty diary & teaching plan (5)		
6	Honours & recognition received by teachers (5)		
7	Internal assessment question papers based on Blooms Taxonomy & evaluation (5)		
8	Student Satisfaction Survey (5)		
9	CO-PO Mapping & Attainment (5)		
10	Subject & teacher wise result analysis (for IA & University exam) (5)		
11	Passing percentage of program(5)		

### III. Research, Innovation & Extension: -

{50}

Sr.No.	Item	Marks obtained	Recommendation/Suggestions/ Remark by Academic Audit Committee
1	Is the departments a recognized research center (5)		
2.	Research funds sanctioned & received from any source (5)		
3	Number of teachers with PhD (5)		
4	Major/Minor research projects undertaken (5)		
5	Research papers published in the academic year (International/National Journals/conferences) (5)		
6	Number of extension & outreach programs conducted in collaboration with industry/community/NGO through NSS/EESA, etc (5)		
7	Students participation in extension activities such as Swachh Bharat, gender issues, etc (5)		
8	Seminar/Workshop/Training program conducted/attended by department (5)		
9	Linkages with other institutions/industries for internship/projects/etc(5)		
10	Activities under existing MOU/New MOUs (5)		

**IV. Infrastructure & Learning Resources: -****{45}**

<b>Sr.No.</b>	<b>Item</b>	<b>Marks obtained</b>	<b>Recommendation/Suggestions/ Remark by Academic Audit Committee</b>
1	Budget allocation/utilization for department(5)		
2	Laboratory details with equipment list & cost (5)		
3	Resource sharing with other departments/sections (5)		
4	Infrastructure facility available in department (5)		
5	Departmental Library , utilization report (5)		
6	E-content developed by teachers on Moodle LMS (5)		
7	MOOC courses completed by faculty, staff & students (5)		
8	ICT facility available in department (5)		
9	Utilization of e-resources like NPTEL/SWAYAM/MHRD schemes , etc (5)		

**V. Student Support & Progression: -**

**{50}**

Sr.No.	Item	Marks obtained	Recommendation/Suggestions/ Remark by Academic Audit Committee
1	Record of students participated in sports activities (5)		
2	Record of students participated in cultural activities (5)		
3	Number of capacity building programs like soft skill development, remedial coaching, bridge course, language lab, personal counseling, etc(5)		
4	Students participation in carrier guidance, training programs ,interview skills organized by T & P cell.(5)		
5	Record of placement of students (5)		
6	Record of students enrolled for higher studies (5)		
7	Alumni interaction with department (5)		
8	Parent interaction with department (5)		
9	Student participation in exams like NET/SET/GATE/GMAT/MPSC/UPSC/etc (5)		
10	Activities for slow, average & advance learners (5)		

**VI. Governance, Leadership & Management: -****{30}**

<b>Sr.No.</b>	<b>Item</b>	<b>Marks obtained</b>	<b>Recommendation/Suggestions/ Remark by Academic Audit Committee</b>
1	Quality improvement strategies adopted by department for teaching & learning, student enrollment, research culture ,etc (5)		
2	Faculty & staff provided with financial support to attend conferences / workshops (5)		
3	Professional chapters / associations established by department. (5)		
4	Corpus funds generated through consultancy (5)		
5	Parent-teachers association activities (5)		
6	Development programs for support staff (5)		



**VII. Best Practices: -**

**{25}**

<b>Sr.No.</b>	<b>Item</b>	<b>Marks obtained</b>	<b>Recommendation/Suggestions/ Remark by Academic Audit Committee</b>
1	Gender equity awareness program (5)		
2	Green initiatives / environment consciousness /alternate energy initiatives (5)		
3	Initiatives taken for local community (5)		
4	Workshop/programs organized/attended on Intellectual Property Rights (IPR) (5)		
5	Describe any one best practices followed by department (5)		

## Grade Sheet:-

Sr.No.	Criteria	Weightage	Actual Marks	% Marks
1	Curricular Aspect	50		
2	Teaching , Learning & Evaluation	55		
3	Research ,Innovation & Extension	50		
4	Infrastructure & Learning Resources	45		
5	Student Support & Progression	50		
6	Governance, Leadership & Management	30		
7	Best Practices	25		
<b>Grand Total</b>		<b>305</b>		

## Grades:-

Grade	Score Range (%)
A	81-100
B++	61-80
B+	41-60
B	21-40
C	0 - 20

**Audit Team Report (ATR):-**

1	Overall grading to department :-	
2	Suggestions for quality enhancement :-	

**Signatures of Academic Audit Team with date:-**

<b>Sr.No.</b>	<b>Name</b>	<b>Designation</b>	<b>Signature</b>