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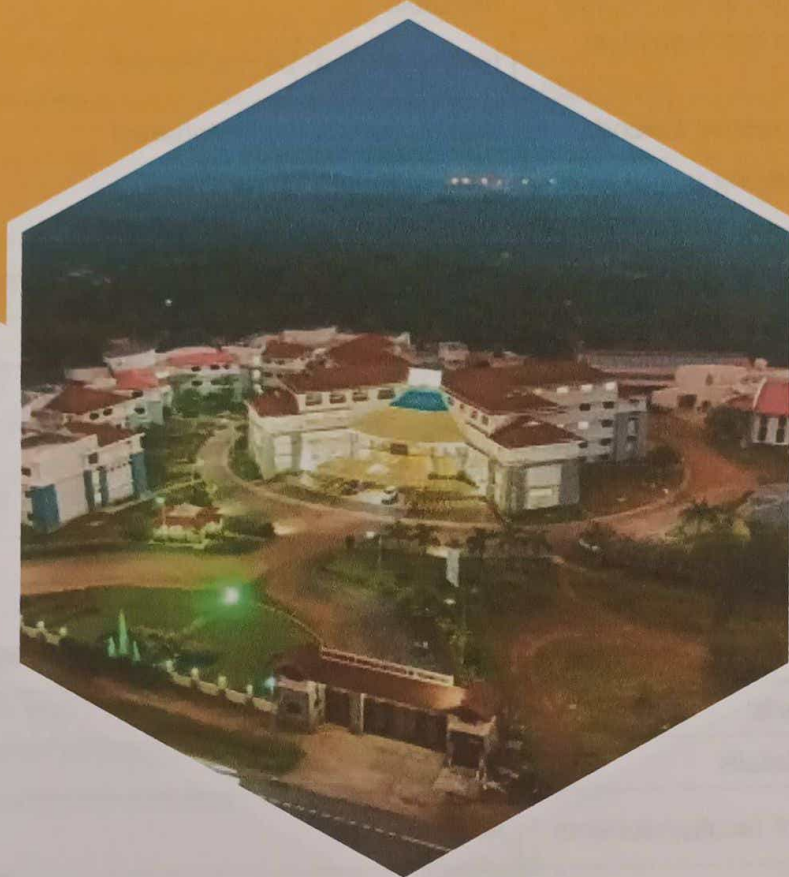
SHRI MADHWA VADIRAJA INSTITUTE OF TECHNOLOGY AND MANAGEMENT

(A Unit of Shri Sode Vadiraja Mutt Education Trust, Udupi)

Accredited by NAAC with 'A' grade | Affiliated to VTU, Belagavi

Approved by AICTE, New Delhi & Recognized by Govt. of Karnataka

Vishwothama Nagar, Bantakal-574115, Udupi District, Karnataka.



ACADEMIC AND ADMINISTRATIVE AUDIT REPORT

2020-21

Principals

Principal

SHRI MADHWA VADIRAJA
INSTITUTE OF TECHNOLOGY & MANAGEMENT
Vishwothama Nagar, Udupi Dist.
BANTAKAL - 574 115

Academic Audit Report

Department	Computer Science & Engineering		
Academic Year	2020-21	Date	2 November 2020

Documents pertaining to the department

Parameters	Remarks
Faculty/Staff Attendance register	Available
Class time table and individual time table	Hard copy is to be maintained
Department Academic Calendar	Hard copy is to be maintained
Department meeting notice with MOM	Hard copy is to be maintained
Class committee meeting notice and MOM	No circular. MOM hard copy is to be maintained
Result analysis	Hard copy is to be maintained
Department Activities	Separate file is to be maintained
Curriculum feedback from stakeholders	Hard copy is to be maintained Feedback from parents and employer is to be completed
Curriculum feedback Analysis report	Available
Documents of remedial classes for weak students	File has to be maintained. Report is available.
Publication details	Available
FDP attended details	Available
Achievements of faculty/students	Available
Details of the sponsored projects	NIL
Consultancy details	Under Process
Project work details	Hard copy file showing the project work details (USN and Name of the project team, Guide, Project Title, Sponsorship, publication) to be maintained.
Internship details	Hard copy file showing the internship details (USN and Name of the student, Name of the Organization, Internship date) to be maintained.
Department news letter	Hard copy is to be maintained

Principal

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Consolidated report on Administrative Audit

Administrative audit of the year 2020-21 was conducted from 9 November to 10 November 2020.

Following are the Observations and recommendations of the review team:

College Office:

1. Proper registers need to be maintained.
2. Digitization of the documents can be done more effectively.

Governance:

1. A development plan and policy document exist, with timely implementation.
2. Sufficient welfare measures are provided to the staff.

Infrastructure:

1. The space is well used to accommodate all the required facilities.
2. Quality maintenance of the lab facilities needs to be prioritized.
3. Suggested to make all the classrooms ICT enabled.

Library:

1. The overall ambience of the college library is good.
2. RFID systems and registers are well maintained.
3. Implementation of Digital Library is recommended.
4. The library centered activities need to be implemented.


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Civil Engineering- 10 Publications

Basic Science- 16 Publications

To know the h index and number of citations of the published papers, faculty members are recommended to register in Google Scholar and Publons. (<https://scholar.google.co.in/> and <https://publons.com/about/home/>)

Number of funded projects is very less; all faculty members are requested to encourage their project batch students to submit the proposal for sponsorship in the KSCST, KPIT, VTU, AICTE etc..

All the departments have to prepare and submit the project proposal to the government sponsorship agencies like DST, VGST, AICTE etc..

Faculty members have attended good number of FDP/STTP/Workshop/Webinar, also have completed many courera courses.

Institute has developed lecture capturing system, requesting all the departments to use this facility to prepare the video lecture of difficult to pass courses (1 full course per semester).

Each department has to conduct at least one certificate course for the benefit of students per semester.

There are few mistakes in student data entry in the institute MIS, also few data are not entered in the institute MIS. All TG/FA are requested to update the same in the MIS.

Hard copy of the department wise detailed review report will be communicated to you.

Anzere
5.11.2020
Principal
SHRI MADHYA VADIRAJA
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Consolidated report on Academic audit conducted from 28 October to 3 November 2020

Observations and recommendations of the review team

All faculty members have used Google classroom as an ICT tool for teaching learning process. Many faculty members have prepared and shared their class slides, lecture notes. Few have prepared lecture videos and uploaded in their YouTube channel.

In few attendance book, course file and internal assessment question paper, faculty/HoD signature is missing.

Few faculty members have used Google classroom only to conduct the IA test and Assignments. Lecture notes, class ppt were shared using the class WhatsApp group. It is advisable to use the Google classroom for all academic activities like conduction of IA, assignment, quiz and sharing notes, ppt and lecture videos.

Few faculty members have used only internal assessment test for the assessment of CO, it is recommended to use other tools like assignment, quiz, seminar, case studies etc., for the CO assessment.

Few faculty members have used some of the simulation tools, virtual lab experiments in the theory courses to discuss the topics beyond the syllabus. It is recommended to all the faculty members to use the technology tools to cover the content beyond the syllabus.

Few departments have not completed the process of collecting the curriculum feedback.

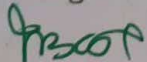
Number of publications in Scopus indexed journal is not encouraging, it is recommended to all the faculty members to give more thrust on research publication.

For the current academic year (2020-21), committee suggested following target for each department:

Mechanical Engineering- 26 Publications

Electronics and Communication Engineering- 19 Publications

Computer Science and Engineering- 30 Publications


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Faculty Academic records (CF/QP/ICT)

Course File- All faculty members have completed the CF as per the new format, in few CF assessment tools, TLO number, CO target has to be entered.

QP & Scheme- All has prepared the QP and scheme, signature of HoD is pending in one QP.

Google Class Room- All are using Google classroom effectively to share notes, video, ppt, conduct IA, assignments and Quiz.

ICT tools- Many have prepared class ppt, lecture notes and shared to the students.

Faculty Publications/FDP/Sponsored Projects/Achievements

Publication (Journal) – 2 publications in Scopus indexed journal

Publication (Conference) – 6 papers have presented in the Conference

Participation in FDP – All faculty members attended one or more number of FDP

Sponsored Project – No sponsored projects from the department

Achievements – Received best project award, many faculty members have completed Courera courses

Faculty advisor CPD/MIS entry

Pending work of faculty Advisors in CPD/MIS entry

Name	Remarks
Ms. Deepika B V	Gender correction, grades of few semesters to be entered SSLC/PUC/Diploma board name to be edited
Mr. Sunil Suresh Haldankar	III semester marks not entered in few case and IV semester grades to be entered
Mr. Vignesh Shenoy B	III/IV semester marks of few students, VII/VIII semester grade of few students to be corrected/entered Adhar number of all students to be entered
Mr. Madhusoodhana Rao N	Marks/grades of all semester to be entered Adhar number of all students to be entered
Mr. Deviprakash	Adhar number of 19CV008 and 009 are to be entered
Mr. Roshan S Kotian	Marks/grades of few semester need to be updated Adhar number entry is pending
Mr. Sooraj Kumar	17CV001-Adhar number and IV semester grade pending 18CV003- wrong college email id and IV semester grade pending 19CV405- address pending
Mr. Rohith Prakash veigas	Adhar number to be updated Marks/grades of few students need to be updated

Princip
6-11-2020
Principal

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Principal

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BANTAKAL - 574 115



Academic Audit Report

Department	Civil Engineering		
Academic Year	2020-21	Date	29 October 2020

Documents pertaining to the department

Parameters	Remarks
Faculty/Staff Attendance register	In few attendance register HoD signature is pending
Class time table and individual time table	Available
Department Academic Calendar	Available
Department meeting notice with MOM	MOM missing for few meeting
Class committee meeting notice and MOM	MOM missing for few meeting
Result analysis	Available
Department Activities	Activity report has to be maintained
Curriculum feedback from stakeholders	Available
Curriculum feedback Analysis report	Available
Documents of remedial classes for weak students	Document has to be maintained
Publication details	Available
FDP attended details	Available
Achievements of faculty/students	Available
Details of the sponsored projects	Available
Consultancy details	Available
Project work details	Hard copy file showing the project work details (USN and Name of the project team, Guide, Project Title, Sponsorship, publication) to be maintained.
Internship details	Hard copy file showing the internship details (USN and Name of the student, Name of the Organization, Internship date) to be maintained.
Department news letter	Available

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Bantakal - 574115

Faculty Academic records (CF/QP/ICT)

Course File- All faculty members have completed the CF as per the new format.

QP & Scheme- All has prepared the QP and scheme.

Google Class Room- Many faculty members are using Google classroom effectively to share notes, video, ppt, conduct IA, assignments and Quiz. Few faculty members used Google class room only to conduct IA and assignment, advised them to use this platform to share the lecture notes and ppt also.

ICT tools- Many have prepared class ppt, lecture notes and shared to the students.

Mr. Vijendra Bhat developed lecture videos and uploaded in the YouTube.

Mr. Kishor Kumar used simulation software fluidsims to discuss content beyond the syllabus in his theory course.

Faculty Publications/FDP/Sponsored Projects/Achievements

Publication (Journal) – 10 publications in Scopus indexed journal

Publication (Conference) – 2 paper presented in the Conference

Participation in FDP – All faculty members attended one or more number of FDP

Sponsored Project – Sponsorship received for 3 student projects by KSCST and VTU

Achievements – Two faculty members awarded Ph D, Two faculty members were BOE members of VTU, Faculty members were the resource person in FDP/Seminar/Workshop/Webinar, all faculty members have completed Courera courses

Faculty advisor CPD/MIS entry

Pending work of faculty Advisors in CPD/MIS entry

Name	Remarks
Mr. Ravinarayan Rao	Few entries like SSLC marks, board name etc., to be entered in MIS
Dr. Pavan Kumar	Few MIS entries need to attend. V semester marks/attendance for DME-I entered twice
Mr. Sudhir	II semester (SEE) marks to be entered in the MIS
Dr. Ganesh Kalagi	17ME039- DOB need to be confirmed
Mr. Madhukara Nayak	15ME007 and 15ME017-III, V and VI semester marks need correction Need to go through all entries in MIS again
Mr. Manjunath S	16ME089- gender to be changes as Male
Mr. Kiran N Bhat	Few MIS entries are wrong
Mr. Mallya Ananth Mohan	Few entries in the MIS not updated.
Mr. Karthik V	Verify the II semester grade of 19ME024

CPD and MIS entries of all other faculty advisors are up to date.

Aravind
5-11-2020
Principal

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Aravind
6/11/2020

Aravind
6/11/2020

Karthik
6/11/2020

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Academic Audit Report

Department	Mechanical Engineering		
Academic Year	2020-21	Date	28 October 2020

Documents pertaining to the department

Parameters	Remarks
Faculty/Staff Attendance register	HoD signature, faculty signature, % attendance entry missing in some attendance register
Class time table and individual time table	Available
Department Academic Calendar	Available
Department meeting notice with MOM	Circular missing for one meeting
Class committee meeting notice and MOM	Circular missing
Result analysis	HoD signature missing
Department Activities	Available
Curriculum feedback from stakeholders	Need to be maintained
Curriculum feedback Analysis report	Need to be maintained
Documents of remedial classes for weak students	Need to be maintained
Publication details	Available
FDP attended details	Available
Achievements of faculty/students	Available
Details of the sponsored projects	Available
Consultancy details	Available
Project work details	Available
Internship details	Available
Department news letter	Available

Princip
Principal

Faculty Academic records (CF/QP/ICT)

Course File- All faculty members have completed the CF as per the new format, in few CF HoD signature is pending, CO-PO mapping of the course handled by Mr. Krishnakumar and Ms. Rajashree Nambiar has to be revised.

QP & Scheme- All has prepared the QP and scheme, signature of HoD is pending in few QPs.

Google Class Room- All are using Google classroom effectively to share notes, video, ppt, conduct IA, assignments and Quiz.

ICT tools- Many have prepared class ppt, lecture notes and shared to the students.

Mr. Nagaraj Rao and Mr. Arun Upadhyaya have developed lecture videos and uploaded in the YouTube.

Dr. Balachandra Achar, Mr. Charthan R have used virtual lab in theory courses to discuss content beyond the syllabus.

Mr. Chethan R, Ms. Laxmi Shetty, Mr. Ranjith Bhat, Mr. Ganesh shetty, Mr. Avinash used simulation software to discuss content beyond the syllabus in theory courses.

Faculty Publications/FDP/Sponsored Projects/Achievements

Publication (Journal) – 5 publications in Scopus indexed journal

Publication (Conference) – 1 paper presented in the Conference

Participation in FDP – All faculty members attended one or more number of FDP

Sponsored Project – Sponsorship received for one project

Achievements – One faculty member awarded Ph D, received best paper award, Faculty members were the resource person in FDP/Seminar/Workshop/Webinar, all faculty members have completed Courera courses, etc.,

Faculty advisor CPD/MIS entry

Pending work of faculty Advisors in CPD/MIS entry

Name	Remarks
Dr. Sachin Bhat	Entry of I semester marks in MIS is pending.
Ms. Shashikal R	VIII semester IA marks/attendance/grade needs to be entered in CPD.
Mr. Ganesh Srinivasa Shetty	Entry of I semester marks in MIS is pending.

CPD and MIS entries of all other faculty advisors are up to date.

Prasene
5.11.2020
Principal
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Prasene
6/11/2020
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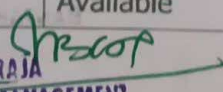
Prasene
6/11/2020

Academic Audit Report

Department	Electronics and Communication Engineering		
Academic Year	2020-21	Date	27 October 2020

Documents pertaining to the department

Parameters	Remarks
Faculty/Staff Attendance register	Faculty name and % attendance is missing in few students attendance book
Class time table and individual time table	Available
Department Academic Calendar	Available
Department meeting notice with MOM	Available
Class committee meeting notice and MOM	Available
Result analysis	Available
Department Activities	Available
Curriculum feedback from stakeholders	Feedback from students and alumni is to be completed
Curriculum feedback Analysis report	Available
Documents of remedial classes for weak students	File has to be maintained
Publication details	Available
FDP attended details	Available
Achievements of faculty/students	Available
Details of the sponsored projects	Available
Consultancy details	Under Process
Project work details	Hard copy file showing the project work details (USN and Name of the project team, Guide, Project Title, Sponsorship, publication) to be maintained.
Internship details	Hard copy file showing the internship details (USN and Name of the student, Name of the Organization, Internship date) to be maintained.
Department news letter	Available

Principal

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Faculty Academic records (CF/QP/ICT)

Course File- All faculty members have shown the soft copy of the current semester course files. All are requested to complete the CF as per the revised format, get the printout (till 2.5 course delivery schedule) and get the signature of HoD.

QP & Scheme- All has prepared the QP and scheme, PI has to be included in the QP and signature of HoD is pending in few QPs.

Google Class Room- All are using Google classroom effectively to share notes, video, ppt, conduct IA, assignments and Quiz.

ICT tools- Many have prepared class ppt, lecture notes and shared to the students.

Faculty Publications/FDP/Sponsored Projects/Achievements

Publication (Journal) – 6 publications in Scopus indexed journal

Publication (Conference) – 24 papers have presented in the Conference

Participation in FDP – 19 faculty members attended one or more number of FDP

Sponsored Project – No sponsored project from the department

Achievements – One faculty member awarded Ph D, one faculty member is BOS member of NMAMIT Nitte, IEEE Discover publication chair, received best paper award, all faculty members have completed Courera courses, etc.,

Faculty advisor CPD/MIS entry

Pending work of faculty Advisors in CPD/MIS entry

Name	Remarks
Mr. Venugopala Rao A S	MIS entry of one candidate is pending CPD entry is pending
Mr. Shrinivasa	MIS entry (CGPA) of one candidate is pending
Mr. Rama Moorthy H	Adhar number not entered in MIS
Ms. Savitha A Shenoy	Few entries in the opening page of CPD are pending
Mr. Krishnaraj Chadaga	CPD and MIS entries are pending.

CPD and MIS entries of all other faculty advisors are up to date.

Apart from the above, in MIS semester wise marks are not getting displayed, it may be problem with the software, please contact Mr. Vikramaditya and rectify the same.

Mzoro
5.11.2020
Principal
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