

MADHAV INSTITUTE OF TECHNOLOGY AND SCIENCE: GWALIOR

(An Autonomous Institution under Rajiv Gandhi Proudyogiki Vishwavidyalaya (RGPV), Bhopal)

Ref. 402

Date: 14th February 2017

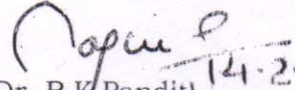
ORDER

The **Internal Audit Cell (IAC)** is constituted for conducting the **Academic Audit** of the various departments/sections of the institute. The purpose of conducting **Academic Audit** is

- (i) To ensure that all the academic practices are being followed in the institute effectively
- (ii) To devise methodology to acquire maximum output from faculty members as well as students.
- (iii) To ensure that the quality of education is up to mark
- (iv) To develop proper structure and processes to meet the diverse needs of all the stakeholders, for continuous improvement and
- (v) To ensure academic accountability

The following members are nominated for a period of one year to carry out the academic audit. The dean academic is instructed to provide the required formats and all the HoDs are instructed to facilitate the activity by providing required documents/files from their respective departments. The report of the academic audit should be submitted by 21st February 2017 to the undersigned.

S. no	Name	Designation	Department	Status in IAC
1	Dr. Manjaree Pandit	Dean Academics	Electrical Engineering	Chairperson
2	HoD/Section Incharge of respective department/Section			Member
3	Dr. P.K.Singhal	Professor	Electronics Engineering	Member
4	Dr. R.K. Kansal	Professor	Civil Engineering	Member
5	Dr. C.S.Malvi	Associate Professor	Mechanical Engineering	Member
6	Prof. Anil K.Saxena	Associate Professor	Civil Engineering	Convenor


(Dr. R.K. Pandit) 14-2-17
Director

Copy to:

1. Dr. Manjaree Pandit
2. Dr. P.K.Singhal
3. Dr. R.K. Kansal
4. Dr. C.S.Malvi
5. Prof. Anil K.Saxena
6. All HoDs
7. Examination Controller
8. Dean Administration
9. Director office

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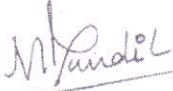
MADHAV INSTITUTE OF TECHNOLOGY AND SCIENCE, GWALIOR

Ref. No. AUT/DA/17/310

Date: 15 /02/2017

NOTICE

A meeting of all HoDs and members of Internal Audit Cell (IAC) will be held in the Chamber of HoD Electrical to finalize the formats and procedures for conducting the Academic Audit of the various departments/sections of the institute, at 3.0 PM today.



(Dr. Manjaree Pandit)
Dean (Academics)

Copy to:

1. Dr. Manjaree Pandit
2. Dr. P.K. Singhal
3. Dr. R.K. Kansal
4. Dr. C.S. Malvi
5. Prof. Anil K. Saxena
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Ref. 458

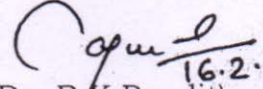
Date: 16th February 2017

ORDER

An **Academic Audit** will be conducted according to the following schedule on Saturday, **18th February 2017**. The HoDs along with their faculty members are required to keep all necessary information ready for the proper and timely completion of this activity.

The soft copy of the format and necessary documents as finalized in the meeting held on 15th February 2017 has already been circulated and mailed to the HoDs for necessary action.

S.No.	Name of the Department	Time Slot
1	Civil Engineering	10.15-10.45 AM
2	Mechanical Engineering	10.45-11.15 AM
3	Automobile Engineering	11.15-11.45 AM
4	Electrical Engineering	11.45-12.15 AM
5	Electronics Engineering	12.15-12.45 AM
6	Electronics & Telecommunication	12.45 AM-01.15 PM
LUNCH		
7	Computer Science & Engineering	2.30-3.00 PM
8	Information Technology	3.00-3.30 PM
9	Chemical Engineering	3.30-4.00 PM
10	Biotechnology	4.00-4.30PM
11	Architecture	4.30-5.00PM
12	Applied Sciences	5.00-5.30PM
13	Computer Applications	5.30-6.00PM


(Dr. R.K. Pandit)
Director
16.2.17.

Copy to:

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Summary of Results of Academic Audit – I

Date : 18-02-2017

Academic Audit (Year - 2016-17)										
	CIVIL	MECHANICAL & AUTOMOBILE	ELECTRICAL	ELECTRONICS & ET	CSE & IT	CHEMICAL	BIOTECHNOLOGY	APP. SCIENCES	ARCHITECTURE	MCA
Total Points Obtained	83	83	81	66	92	60	73	53	79	59
Aggregate Points# (Total Parameters for BE (Civil, Mech., Automo., Elect., Elex., ET, CSE, IT, Chem., Biotech.) = 23, (Applied Science = 23-7 = 16), (Architecture 23-2 = 21) and (MCA = 23-2 = 21)	115	115	115	115	115	115	115	80	105	105
Percentage	72.17	72.17	70.43	57.39	80.00	52.17	63.48	66.25	75.24	56.19

Based on applicable parameters

Compiled By : Mrs. Rajni Sharma


(Dr. Manjaree Pandit)
Dean Academic



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REPORT OF ACADEMIC AUDIT - I (Quantitative)

Date : 18-02-2017

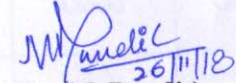
Name of the Department	CIVIL	MECH. & AUTOMO.	ELECT.	ELEX. & ET	CSE & IT	CHEM. ENGG.	BIOTECH.	APP. SCIENCES	ARCH.	MCA
Class Time Table & Faculty Time Table	4	4	4	4	4	3	3	3	3	4
Students Roll List and attendance	4	3	3	4	5	4	3	3	3	4
Faculty Course Files	4	4	4	4	4	3	3	3	3	3
Preparation of Lecture plan	4	4	4	3	4	3	4	3	3	3
Preparation of tutorial questions	4	3	3	4	4	3	3	3	3	3
Allotment of B.E. projects	4	4	3	3	4	3	3	-	5	-
Allotment of M.E./MCA projects	4	4	3	3	5	3	3	-	3	3
Lab manuals/instruction sheets	4	4	4	4	4	3	4	4	4	3
Lab records of students	3	4	3	3	4	3	4	4	5	3
Seminar presentation records-BE	4	5	4	3	4	3	4	-	3	-
Seminar presentation records-ME/MCA	4	4	3	3	4	3	3	-	-	3
Dissertation presentation records-ME	4	4	4	4	4	3	3	-	-	3
Student Assignments and evaluation	2	4	3	0	4	3	0	3	4	3
Question paper analysis (mid-semester examination papers)	4	3	4	3	1	3	3	4	4	4
Question paper analysis (end- semester examination papers)	4	3	4	0	4	3	3	4	4	5
Analysis of Quiz conducted	4	0	4	0	4	3	3	4	4	0
Records of Industry visits/tours	4	3	3	3	4	1	3	-	4	0
Remedial/Bridge/Language Lab classes	3	3	3	3	4	3	3	4	4	0



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Name of the Department	CIVIL	MECH. & AUTOMO.	ELECT.	ELEX. & ET	CSE & IT	CHEM. ENGG.	BIOTECH.	APP. SCIENCES	ARCH.	MCA
Attendance during expert lectures	3	3	4	3	4	0	5	-	4	0
Faculty feedback analysis	3	4	3	3	5	2	5	4	4	4
Award of Internal evaluation marks	2	4	3	0	4	3	4	3	4	4
Result Analysis	4	4	4	4	4	0	4	4	4	4
Minutes of meetings of department	3	5	4	5	4	2	0	0	4	3
Total	83	83	81	66	92	60	73	53	79	59


 (Dr. M. Pandit)
 Dean Academics

MADHAV INSTITUTE OF TECHNOLOGY & SCIENCE GWALIOR

Summary of Academic Audit (18.2.17)

Name of the Department	Civil	Mech. & Automobile	Elect.	Elex. & ET	CSE & IT	Chem. Engg.	Biotech.	Arch.	App. Sciences	MCA
Class Time Table & Faculty Time Table	Very Good	Very Good	Very Good	Very Good	Very Good	Good	Good	Good	Good	Very Good
Students Roll List And Attendance	Very Good	Good	Good	Very Good	Excellent	Very Good	Good	Good	Good	Very Good
Faculty Course Files	Very Good	Very Good	Very Good	Very Good	Very Good	Good	Good	Good	Good	Good
Preparation of Lecture Plan	Very Good	Very Good	Very Good	Good	Very Good	Good	Very Good	Good	Good	Good
Preparation of Tutorial Questions	Very Good	Good	Good	Very Good	Very Good	Good	Good	Good	Good	Good
Allotment of B.E./B.Arch Projects	Very Good	Very Good	Good	Good	Very Good	Good	Good	Excellent	Not Applicable	Not Applicable
Allotment of M.E./MCA Projects	Very Good	Very Good	Good	Good	Excellent	Good	Good	Good	Not Applicable	Good
Lab Manuals/Instruction Sheets	Very Good	Very Good	Very Good	Very Good	Very Good	Good	Very Good	Very Good	Very Good	Good
Lab Records of Students	Good	Very Good	Good	Good	Very Good	Good	Very Good	Excellent	Very Good	Good
Seminar Presentation Records-BE	Very Good	Excellent	Very Good	Good	Very Good	Good	Very Good	Good	Not Applicable	Not Applicable
Seminar Presentation Records-M.E./MCA	Very Good	Very Good	Good	Good	Very Good	Good	Good	Not Applicable	Not Applicable	Good

M. Pandey
21/2/17.

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Name of the Department	Civil	Mech. & Automobile	Elect.	Elex. & ET	CSE & IT	Chem. Engg.	Biotech.	Arch.	App. Sciences	MCA
Dissertation Presentation Records-M.E./MCA	Very Good	Very Good	Very Good	Very Good	Very Good	Good	Good	Not Applicable	Not Applicable	Good
Student Assignments And Evaluation	Average	Very Good	Good	Not Available	Very Good	Good	Not Available	Very Good	Good	Good
Question Paper Analysis (Mid-Semester Examination Papers)	Very Good	Good	Very Good	Good	Not Available	Good	Good	Very Good	Very Good	Very Good
Question Paper Analysis (End- Semester Examination Papers)	Very Good	Good	Very Good	Not Available	Very Good	Good	Good	Very Good	Very Good	Excellent
Analysis of Quiz Conducted	Very Good	Not Available	Very Good	Not Available	Very Good	Good	Good	Very Good	Very Good	Not Available
Records of Industry Visits/Tours	Very Good	Good	Good	Good	Very Good	Below Average	Good	Very Good	Not Applicable	Not Available
Remedial/Bridge/ Language Lab Classes	Good	Good	Good	Good	Very Good	Good	Good	Very Good	Very Good	Not Available
Attendance During Expert Lectures	Good	Good	Very Good	Good	Very Good	Not Available	Excellent	Very Good	Not Applicable	Not Available
Faculty Feedback Analysis	Good	Very Good	Good	Good	Excellent	Average	Excellent	Very Good	Very Good	Very Good
Award of Internal Evaluation Marks	Average	Very Good	Good	Not Available	Very Good	Good	Very Good	Very Good	Good	Very Good
Result Analysis	Very Good	Very Good	Very Good	Very Good	Very Good	Not Available	Very Good	Very Good	Very Good	Very Good
Minutes of Meetings of Department	Good	Excellent	Very Good	Excellent	Very Good	Average	Not Updated	Very Good	Not Available	Good

M. Pandit
21/2/17
(Dr. Manjaree Pandit)

Chairperson, Internal Audit Cell

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