

MADHAV INSTITUTE OF TECHNOLOGY & SCIENCE, GWALIOR
(A Govt. Aided UGC Autonomous & NAAC Accredited Institute Affiliated to RGPV, Bhopal)

Ref. No. 828

Date: 13.02.2019

ORDER

An **Academic Audit** will be conducted (as discussed in the meeting of the HoDs on 14th January 2019) according to the following schedule on Saturday & Sunday 2nd and 3rd March, 2019. The HoDs, class/other coordinators, and the faculty members are required to keep all necessary information ready According to the Format all ready circulated for the proper and timely completion of this activity.

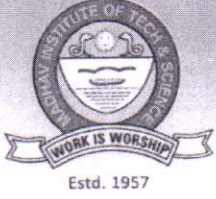
The departments must keep documentation of all activities arranged neatly in separate files, ready for review by **the External Auditors**.

Date		
Saturday, 02.03.2019		
S.No.	Name of Department	Time Slot
1.	Mechanical Engineering	10.00 a.m. – 11.00 a.m.
2.	Automobile Engineering	11.00 a.m. – 12.00 p.m.
3.	Applied Science	12.00 p.m. – 1.00 p.m.
LUNCH		
4.	Chemical Engineering	2.00 p.m. – 3.00 p.m.
5.	Biotechnology	3.00 p.m. – 4.00 p.m.
6.	Architecture	4.00 p.m. – 5.00 p.m.
7.	Humanities	5.00 p.m.- 6.00 p.m.
Date		
Sunday, 03.03.2019		
8.	Civil Engineering	10.00 a.m. – 11.00 a.m.
9.	Electronics Engineering	11.00 a.m. – 12.00 p.m.
10.	Electronics & Telecommunication	12.00 p.m. – 1.00 p.m.
LUNCH		
11.	Electrical Engineering	2.00 p.m. – 3.00 p.m.
12.	Computer Science & Engineering	3.00 p.m. – 4.00 p.m.
13.	Information Technology	4.00 p.m. – 5.00 p.m.

(Dr. R.K. Pandit)
Director

Copy to:

1. All the Heads of the Department
2. Director Office



MADHAV INSTITUTE OF TECHNOLOGY & SCIENCE

(A Govt. Aided UGC Autonomous Institute Affiliated to R.G.P.V., Bhopal, M.P.)

Gola ka Mandir, Gwalior (M.P.) - 474 005, INDIA

Ph. : +91-751-2409300, Fax : +91-751-2664684, e-mail : director@mitsgwalior.in, website : www.mitsgwalior.in

Ref. No. 598

Date: 23rd February, 2019

To,
Dr. Sushil Kumar Mittal
Former Director
MANIT, ,
BHOPAL.

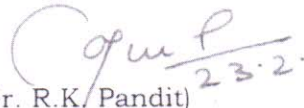
Dear Sir,

An Academic Audit is to be conducted in the Institute for all teaching departments on 2nd & 3rd March, 2019 by the Internal Audit Committee of the Institute. I am pleased to appoint you as External Auditor for the activity.

TA/DA/Honorarium will be paid as per Institute norms.

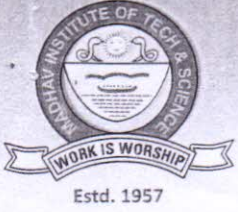
Please confirm your willingness and availability.

Yours Sincerely,


(Dr. R.K. Pandit) 23.2.19
Director

Copy to :-

1. Dean (Academics), MITS, Gwalior



MADHAV INSTITUTE OF TECHNOLOGY & SCIENCE

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Ph. : +91-751-2409300, Fax : +91-751-2664684, e-mail : director@mitsgwalior.in, website : www.mitsgwalior.in

Ref. No. 574

SPEED-POST

Date: 21st February, 2019

To,
Dr. Maya Ingle
Professor
School of Computer Science Engineering
Devi Ahilya Vishwavidhyalaya
Indore, Madhya Pradesh- 452 001

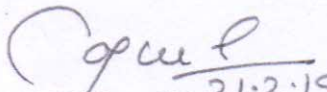
Dear Madam,

An Academic Audit is to be conducted in the Institute for all teaching departments on 2nd & 3rd March, 2019 by the Internal Audit Committee of the Institute. I am pleased to appoint you as External Auditor for the activity.

TA/DA/Honorarium will be paid as per Institute norms.

Please confirm your willingness and availability.

Yours Sincerely,


(Dr. R.K. Pandit) 21.2.19
Director

Copy to :-

1. Dean (Academics)

ok

Ref. No. 596

Date: 23rd February, 2019

Dr. S.C. Choubey
Professor & Dean
Faculty of Electrical Engineering
RGPV,
Airport Bypass Road,
Gandhi Nagar,
BHOPAL - 462 036.

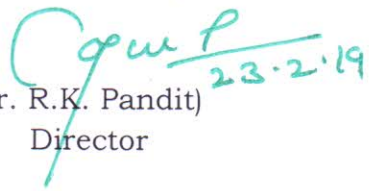
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Yours Sincerely,


(Dr. R.K. Pandit)
Director

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1. Dean (Academics), MITS, Gwalior.

MADHAV INSTITUTE OF TECHNOLOGY & SCIENCE, GWALIOR

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Ref. No. 620

Date: 27/02/2019

ORDER

The following Faculty members will coordinate the Academic Audit on 02nd & 3rd March, 2019 and ensure all assistance to the External Auditors for the smooth conduction of this Activity.

1. Dr. Rajeev Kansal, Dean Student Welfare & Member IQAC.
2. Dr. Pratesh Jayaswal, Coordinator, IQAC.

(Dr. R.K. Pandit)

Director

Copy to:

1. Dr. Rajeev Kansal, Dean Student Welfare & Member IQAC.
2. Dr Pratesh Jayaswal, Coordinator, IQAC
3. Director Office
4. Dean Academic



MADHAV INSTITUTE OF TECHNOLOGY & SCIENCE, GWALIOR

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Academic Audit (Annexure – III)

Results of Academic Audit

Date - (02.03.2019 & 03.03.2019)

Criterion	CIVIL	MECHANICAL	AUTOMOBILE	ELECTRICAL	ELECTRONICS	ET	CSE	IT	CHEMICAL	BT	APP. SCIENCES	HUMANITIES	ARCH.
Criterion I: Availability of Records & Data Management	39.25	48.75	47.5	50	32.5	33.5	42.5	40.5	37	34.5	14	28.5	29.75
Rank (Criterion - I)	VI	II	III	I	X	IX	IV	V	VII	VIII	XIII	XII	XI
Criterion II: Teaching Learning Practices	50.5	64.25	46.75	61.5	53	44.5	69.25	69.25	48	40.75	25	20.25	49.25
Rank (Criterion - II)	V	II	VIII	III	IV	IX	I	I	VII	X	XI	XII	VI
Criterion III: Quality Improvement Initiatives	40.10	72.20	58.50	63.24	50.72	44.55	60.19	55.30	50.71	27.95	33.70	24.66	45.74
Rank (Criterion - III)	IX	I	IV	II	VI	VIII	III	V	VI	XI	X	XII	VII
Total Points Obtained	129.85	185.20	152.75	174.74	136.22	122.55	171.94	165.05	135.71	103.20	72.70	73.41	124.74
Aggregate Points# (Total applicable Parameters for BE Civil, Mech., Elect., Elex., CSE, IT, Chem. and Arch. = 50), Auto. & Biotech (50-4 = 46), ET (50-3 = 47), Applied Science (50-7 = 43), Humanities (50-17 = 33)	250	250	230	250	250	235	250	250	250	230	215	165	250
Percentage	51.94	74.08	66.41	69.90	54.49	52.15	68.78	66.02	54.29	44.87	33.81	44.49	49.90
Rank (Overall)	IX	I	IV	II	VI	VIII	III	V	VII	XI	XIII	XII	X

Based on applicable parameters

(Dr. Manjaree Pandit)
Dean Academic

7.3.19
Director

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MADHAV INSTITUTE OF TECHNOLOGY & SCIENCE, GWALIOR

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Academic Audit (Annexure – III)

REPORT OF ACADEMIC AUDIT (Quantitative)

Date - (02.03.2019 & 03.03.2019)

S. No.	Name of the Department Date - (02.03.2019 & 03.03.2019)	CIVIL	MECH.	AUTOMO.	ELECT.	ELEX.	ET	CSE	IT	CHEM. ENGG.	BIO TECH.	APP. SCIENCES	HUMANITIES	ARCH.
Criterion I: Availability of Records & Data Management														
1	Class Time Table & Faculty Time-Table	3.5	4.5	4	4	3.25	3.25	4	4	3.25	3	2	3	2
2	Question paper analysis report (End/mid-term & action taken)	3.5	3	3	3.75	2.25	2.25	2.75	2.5	2.5	3.25	2	3	3
3	Files of various Departmental Coordinators (List of Departmental Coordinators/In-charge for various activities and records of assigned task)	2.75	5	4.5	4.25	2.5	2.75	3.75	3.5	3	2.75	1	-	2.5
4	Compilation of quarterly e-news letter (Availability on departmental page at Institute website)	3.75	4	4	4.5	1.5	1.75	4.25	4	2.75	2.5	1	0	3.5
5	Result Analysis & action taken report	3.25	4	4	4.25	2.75	3	2.75	2.25	3.75	3.5	1	3.25	3
6	CO & CO attainment for academic year 2018 - 19 for all courses (Actions taken where COs fall below the target)	3	3.25	3.25	4.5	2.75	3	3	2.75	3	3	1	3	2
7	PO & PSO attainment for academic year 2018-19	3.25	3.5	3.5	4.25	2.75	2.75	2.75	2.75	3	3	-	-	2
8	Status of department page on institute website, (Availability of achievements, photos, citation links, up to date information for branding and marketing of the department)	3.75	4.25	4.25	4.5	3	3	3.25	3.5	3	3.75	2	3	3

(Dr. Manjaree Pandit)
Dean Academic

(Dr. R.K. Pandit)
Director

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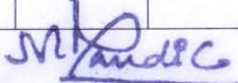


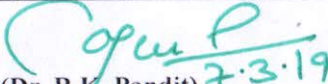
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Academic Audit (Annexure – III)

S. No.	Name of the Department	CIVIL	MECH.	AUTOMO.	ELECT.	ELEX.	ET	CSE	IT	CHEM. ENGG.	BIO TECH.	APP. SCIENCES	HUMANITIES	ARCH.
9	Analysis & actions taken on previous Audit reports	4	4	4	3.75	3	3	4	4	3.25	2	2	3.25	2.75
10	List of departmental files, maintenance of general records	2.25	4.5	4.25	4.5	3.5	3.5	4.25	4	3	3	0	3.5	1
11	Faculty feedback analysis/Corrective action (Computation of FFI on a 5 point scale for two feedbacks in each semester, signed records of each faculty)	3.5	4.25	4.25	3.5	2.5	2.5	3.75	3.5	3.25	2.5	1	3.25	2
12	Minutes of meetings of department	2.75	4.5	4.5	4.25	2.75	2.75	4	3.75	3.25	2.25	1	3.25	3
Criterion II: Teaching Learning Practices														
13	Faculty Course Files including Attendance records and Lecture plan	3.5	4.5	4.25	3.5	3.5	3.5	4	4	3.25	3.25	3	3	3.5
14	Availability of course material on MOODLE (Lecture plans, syllabus, Notes, PPTs, Unit Wise Question banks, Gate oriented questions, etc)	4.25	4.5	4.25	4.5	3.5	3.5	4.25	4.25	4.25	4	3	2.5	3.5
15	Records of MOODLE utilization, analysis of on-line quiz, assignments on MOODLE, its evaluation (Any other innovative teaching methods in practice)	4.25	4	4	4	3.75	3.75	4.25	4.25	4.25	4	2	2	3
16	Allotment of B.E./B.Arch. projects (List, classification, assessment & evaluation tools)	2.75	3.75	3.75	3.75	2.75	2.75	3.5	3.75	3	2.5	0	-	3
17	Allotment of M.E./M.Tech./M.Arch. dissertation topics (List, classification, assessment & evaluation tools)	2.75	4	-	3.75	3	-	4	4	2.75	-	-	-	3


(Dr. Manjaree Pandit)
Dean Academic


(Dr. R.K. Pandit) 7.3.19
Director

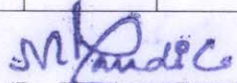


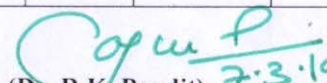
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S. No.	Name of the Department	CIVIL	MECH.	AUTOMO.	ELECT.	ELEX.	ET	CSE	IT	CHEM. ENGG.	BIO TECH.	APP. SCIENCES	HUMANITIES	ARCH.
18	Dissertation presentation records - M.E./M. Tech./M.Arch.	3	4.5	-	3.5	2.75	-	4	4	3	-	-	-	2.75
19	Lab manuals/instruction sheets given to students [COs and Rubrics to be printed on Lab Manuals]	3	3.75	3.75	4.25	2.75	2.75	3.75	3.75	2.75	2.75	3	3.25	2.75
20	Lab records of students/Report made by students	2	3.75	3.75	3.5	2.75	3	4.25	4.25	3.25	2.75	3	3.25	3.5
21	Lab utilisation/Access register or records	2.5	3.5	3.5	3	3	2.75	3	3	2.5	2.25	2	-	3.25
22	Seminar presentation records - ME/ M.Tech/ M.Arch (List of topics, mode of conduction)	2.75	4	-	4	3	-	3	3	3.25	-	-	-	3
23	Records of SWAYAM/NPTEL courses conduction (Records of attendance, evaluation, award of marks)	2.75	4.5	4.25	4.25	3.5	3.25	4.5	4.5	2	3.5	2	-	2.75
24	Number of faculty members registered for SWAYAM/ NPTEL Course/ Number who cleared exam and Earned credits	2.5	3	3	2.75	3.5	3.5	4	4.25	0	2.5	3	3.25	2.75
25	Criteria for awarding Internal marks (Records)	3.5	4	3.5	3.5	2.75	3	4.5	4.5	3	3.25	3	3	3
26	Collaborations established with industry, institute, research organization & activities conducted	2.25	2.5	2	2.5	2.5	2.5	4.75	4.75	1	0	1	-	2


(Dr. Manjaree Pandit)
Dean Academic


(Dr. R.K. Pandit) 7.3.19
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27	Annual Success Index, with/without backlog (Number of students who have graduated from the program with/without backlog)/(Number of students admitted in the first year of that batch and actually admitted in 2nd year via lateral entry)	3	3.25	3.25	3.5	3.25	3.5	4.5	4.25	4	2.75	-	-	2.5
28	Academic Performance Index of last 3 years (Mean of 2nd year CGPA of all successful students) x (Number of successful students)/(Number of students appeared in the examination) (Successful students : Those who proceed to the third year)	3	3.75	3.5	3.75	3.25	3.5	4.5	4.5	3.25	3	-	-	2.5
29	Placement Index = (Number of students placed on/off campus) + (Students who went for higher studies + started their own business)/(Total final year students)	2.75	3	-	3.5	3.5	3.25	4.5	4.25	2.5	4.25	-	-	2.5
Criterion III: Quality Improvement Initiatives														
30	Curriculum development (BoS files, minutes of workshops, meeting, feedback of stakeholders)	4	4.25	4	4	4	4	4.5	4.5	3.5	2.5	2	3	3
31	New equipment/facilities created/labs developed	0	3	3	4	4	0	4.5	4.5	2.5	0	1	3.75	1
32	Record of students' participation in extra & co-curricular activities within and outside the Institute	2.5	3.5	3.5	4	4.25	3.75	2.75	2.75	2	2.5	2	-	3

(Dr. Manjaree Pandit)
Dean Academic

(Dr. R.K. Pandit)
Director

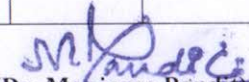


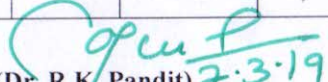
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33	Available Professional Societies/Chapters and organizing technical events (Name of chapter, List of student members, list of activities conducted & number of participants)	0	3	3	3	3.5	3	4.5	4.5	2.25	0	1	2	2
34	Records of attendance of Remedial classes, counselling (Impact analysis and measures for improvements)	3	4.25	4.25	3.25	3.25	3	3	3.25	3.5	3.75	4	2.5	3
35	Records & report of Industry visits/tours	2.5	3	3	3	3.5	2.75	3	3	2	1	0	-	2
36	Events and activities conducted by the department (Workshop/FDPs/Seminar/Training etc.)	2.5	4.25	4.25	3.25	2.75	2.5	4.5	4.25	3.25	2.5	0	1	2
37	Extension activities conducted at the department level (Format : Title, collaborating agency such as NGO, Govt. Organizations, Red cross, industry, community clubs and organizations if any, number of teachers involved, no. of students participated, separate count for Male/Female in case of Gender Equity activities)	0	3.5	3.5	2.75	3.75	3.25	3.75	3.75	2.5	2	2	-	2
38	Records of expert lectures conducted (Dates, resource person, topic, student attendance)	3.5	3.5	3.5	2.5	0	0	3.5	3.5	3.5	1	2	0	2.25


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Director

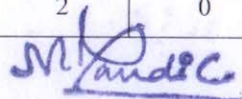


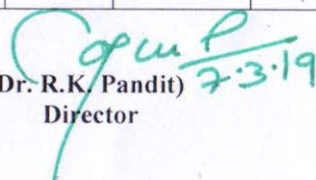
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39	Training programmes attended by faculty (Format : S.No., Faculty name, title, place, duration)	2	4	4	3.25	4	3.5	2.75	2.75	3.25	1	0	0	2.25
40	Training programmes attended by staff (Format : S.No., Name of staff, title, venue/place, duration)	2	4.25	4.25	2	3	3	2.5	2.5	2.5	-	0	-	3
41	Workshops/seminars/conferences attended by faculty (Format : S.No., Faculty name, title, place, duration)	4.5	3	3	3	3	3.25	2.5	2.5	2	2.5	3	2	3
42	Research projects (Submitted, Sanctioned, Ongoing, Completed & UC sent during evaluation period) (Format : Faculty, agency, file number, duration, amount, status)	0	4	0	4.75	0	0	0	0	2	0	2	0	2.5
43	Papers published (Journals/conferences) (Format : Authors, title, volume, page nos., year, Impact factor, whether SCI, UGC approved, Scopus or other indexing)	2	3.5	3	4.25	1.5	1.5	2.5	2	3.25	2.5	3	0	3
44	Faculty as resource persons (Format : Name, activity, place, duration, title (for expert lectures), venue, Role (such as committee member outside institution as an expert, reviewer, delivered expert/invited talk, organizing committee member etc.)	2	2.75	0	3	0	0	3	1.5	2	0	4	0	3
45	Patents (Published/awarded/filed/initiatives taken)	0	2.5	0	0	0	0	0	0	0	0	0	-	0
46	Books and Book Chapters published by Faculty	0	2	0	1	0	0	3.5	2	1	0	3	0	0


(Dr. Manjaree Pandit)
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S. No.	Name of the Department	CIVIL	MECH.	AUTOMO.	ELECT.	ELEX.	ET	CSE	IT	CHEM. ENGG.	BIO TECH.	APP. SCIENCES	HUMANITIES	ARCH.
47	Best practices of the department (Any two, in format provided)	2	2.5	2.5	3	2	2.5	3	2	2	2	1	3	2.25
48	SWOT/SWOC analysis	3.5	3.75	3.5	3	1.5	2	3	2.75	3	2.5	1	3.25	2
49	Any other relevant achievements	1.5	4	3	2.75	4	4	0	0	2	0	1	2	2
50	Overall comments/Remark (if any)	2.60	3.70	3.25	3.49	2.72	2.55	3.44	3.30	2.71	2.20	1.70	2.16	2.49
Total Points		129.85	185.20	152.75	174.74	136.22	122.55	171.94	165.05	135.71	103.20	72.70	73.41	124.74

(Dr. Manjaree Pandit)
Dean Academic

7.3.19

(Dr. R.K. Pandit)
Director