



ACADEMIC & ADMINISTRATIVE AUDIT REPORT

Ref: MLEW/ ECE / 2020 - 2021

Date: 20-12-2021

Audit Team: 1. Dr. N. Adinarayana, professor and H.O.D, NRIT

2. Dr. G. Srinivasa Rao, Professor & H.O.D, NIT

I. Curricular Aspects	Observations	Remarks/Suggestions
Add-on/Certificate Courses	Available	Needs to be improved.
Coverage of Syllabus	yes	95-100% syllabus completed by faculty.
Department Academic Plan	yes	As per the JNTUK academic calendar
Department Programmes Organized	conducted	Available in the department.
Record of Teaching & Non-teaching staff profile	Available	verified the one of the faculty.
NPTEL, SWAYAM Certifications	few Available	Needs to be improved
Feedback from all stakeholders	yes	Available in the department.
II. Teaching Learning & Evaluation		
Teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources, MOODLES etc.	Available	faculty using ICT tools.
Remedial Classes for slow learners and backlog students	yes	strategic plan is provided for students

Mentoring System	Available	One of the mentoring book is verified.
Organization of Guest Lectures, Industrial Visits, Workshops, etc.,	Available	Due to corona, industrial visits are not arranged. online guest lectures conducted.
Online student satisfaction survey	Yes	SSS is conducted every year.
Adequate facilities for teaching – learning, viz., classrooms, laboratories, computing equipment, etc	Available	Some of the lab equipments are verified.
Student Seminars	Yes	verified.
Student Feedback (Analysis done or not)	Available	Action Plan identified.
Student Assignment	Yes	Per semester two assignments are given to students.
Student Centric Activities	Available	maintained in the department.
Student Attendance Registers	Yes	submitted in the department.
Course Files	Yes	some course files are verified.
Lab Files	Available	Documents are verified.
Student Professional Society Chapter and Association Activities	Yes	IETE student chapter is renewed.
Attainment of COs, POs, PSOs	Yes	
Maintenance of Marks File	Available	file is verified.
Analysis of Results of University Examinations	Available	Result analysis is done.
III. Research & Innovation		
Teachers recognized as research guides	2	Guided the research scholars.
Sponsored research projects and consultancy	Available	verified.
Books and chapters in edited volumes / books published, and papers in national/international conference-proceedings	Yes	verified the books.
Research Publications	Available	SCOPUS indexed papers are verified.
Functional MoUs	Available	MOUs are made with industries.

IV. Placements & Higher Education		
No of students benefited by guidance for competitive examinations and career counselling offered by the institution	Yes	Documents are verified.
Number of placements of outgoing students	Available	Placement files are verified.
Students Qualified in Competitive Examinations & Studying Higher Education	Available	few no: of students going for higher studies.
V. Co-Curricular & Extracurricular		
Students participation in Sports & Games	Yes	certificates are verified.
Students participation in NSS activities	Yes	few activities are organized.
Students participation in Cultural activities	Available	few students are participated.
Students participation in workshops	Yes	More no: of students participated.
Students participation in intercollegiate competition	Yes	participated in various sports, cultural
Project Expo	-	
VI. Alumni Engagement		
The Alumni Association Chapters	Yes	
Alumni Contributions	Yes	Alumni members contributed.
Alumni Association meetings Conducted	yearly once	conducted.

Department Strengths:

- * filing and documentation is very impressive.
- * Pass percentage of the all year students is good.

Department Weaknesses:

- * Needs to improve the R & D activities.
- * success rate of students without backlog. is low.

Suggestions based on information:

- * conduct the training classes for the students and need to improve the placements for the students.
- * Increase the placements in MNC companies.

Signatures of Audit Team:

1. N. Adinora Yama, Professor & HOD, MRIIT
2. G. Srinivasa Rao, Professor & HOD, NIT


IQAC Coordinator

IQAC
MALINENI LAKSHMAIAH
WOMEN'S ENGINEERING COLLEGE
PULLADIGUNTA, GUNTUR-522017.


Principal

PRINCIPAL
MALINENI LAKSHMAIAH
WOMEN'S ENGINEERING COLLEGE
PULLADIGUNTA, GUNTUR-522017.



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Pulladigunta (Vil), Vatticherukuru (Md), Prathipadu Road, Guntur – 522 017 A.P.

DEPARTMENT OF ELECTRONICS AND COMMUNICATION ENGINEERING

Action taken report on External Academic Audit for the Academic Year: 2020-21

As per the orders from the IQAC, the ECE department has successfully completed the external academic audit on 20-12-2021. The following steps are taken as per the suggestions given by the external audit committee.

S.No	Audit Type	Audit Year	Suggestion	Action Taken
1	External	2020-21	Conducting Training Classes for the Students and need to be improve the number of placements for outgoing students and increase the placements in MNC companies.	No. of student's placements in the year: 2021-22 are increased. More no. of students placed in MNC Companies. (Proofs are enclosed)

HOD
HOD

Dept. of Electronics & Communication Engineering
Malineni Lakshmaiah Women's Engineering College
Pulladigunta, GUNTUR-522017

IQAC Coordinator

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PRINCIPAL

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PULLADIGUNTA, GUNTUR-522017.



ACADEMIC & ADMINISTRATIVE AUDIT REPORT

Ref: MLEW/ CSE/2020-21

Date: 20/12/21

Audit Team: 1. Dr N. Nagamalleswarao Prof & HOD (CSE & IOT)

2. Dr B. Tharakaswarao Prof & HOD (IT)

I. Curricular Aspects	Observations	Remarks/Suggestions
Add-on/Certificate Courses	Available	Need to improve
Coverage of Syllabus	Yes	Satisfactory
Department Academic Plan	Yes	file to be maintain
Department Programmes Organized	Available	Maintain the file in department
Record of Teaching & Non-teaching staff profile	Available	few files are verified
NPTEL, SWAYAM Certifications	Available	Needs to improve
Feedback from all stakeholders	Yes	files to be check.
II. Teaching Learning & Evaluation		
Teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources, MOODLES etc.	Yes	Teachers use LMS like google classroom
Remedial Classes for slow learners and backlog students	Yes	Special class are taken for slow learners.

Mentoring System	Available	verified
Organization of Guest Lectures, Industrial Visits, Workshops, etc.,	Available	Due to Corona industry visit are not arranged
Online student satisfaction survey	Available	Document verified
Adequate facilities for teaching – learning, viz., classrooms, laboratories, computing equipment, etc	Available	few classrooms and labs are verified.
Student Seminars	conducted	file verified
Student Feedback (Analysis done or not)	Available	
Student Assignment	Yes	verified
Student Centric Activities	Yes	OBE is followed
Student Attendance Registers	Available	few are verified
Course Files	Available	Needs to improve
Lab Files	Yes	Department Java file checked in
Student Professional Society Chapter and Association Activities	Available	
Attainment of COs, POs, PSOs	Available	
Maintenance of Marks File	Yes	file verified
Analysis of Results of University Examinations	Yes	Document verified
III. Research & Innovation		
Teachers recognized as research guides	Nil	
Sponsored research projects and consultancy	Yes	few are verified
Books and chapters in edited volumes / books published, and papers in national/international conference-proceedings	Yes	few books are verified
Research Publications	Yes	increase more publication
Functional MoUs	Available	Document verified

IV. Placements & Higher Education		
No of students benefited by guidance for competitive examinations and career counselling offered by the institution	117	
Number of placements of outgoing students		
Students Qualified in Competitive Examinations & Studying Higher Education	Yes	less no of students interested in higher education
V. Co-Curricular & Extracurricular		
Students participation in Sports & Games	Yes	
Students participation in NSS activities	Available	Needs to be improved less no of students interested in NSS activity
Students participation in Cultural activities	Available	
Students participation in workshops	Available	
Students participation in intercollegiate competition	Yes	file maintained Department very few students one participated
Project Expo	conducted	
VI. Alumni Engagement		
The Alumni Association Chapters	Yes	file verified
Alumni Contributions	Available	
Alumni Association meetings Conducted	Yearly once	

Department Strengths:

- 1) Faculty members are energetic and files are well maintained
- 2) Involvement of Industry persons as an adjunct Professor is possible

Department Weaknesses:

- 1) Success rate of students without backlog is low.
- 2) Feedback mechanism is available action taken has to be improved.

Suggestions based on information:

1. Self learning has to be improved NPTEL and CSE

Signatures of Audit Team:

1. N. Nagumuru




IQAC Coordinator

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principal

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ACADEMIC & ADMINISTRATIVE AUDIT REPORT

Ref: MLEW/ IT/2020-21

Date: 20-12-21

- Audit Team:**
1. Dr. B. Tarakeswara Rao - Professor & HOD of IT - KJIT
 2. Dr. A. Ramesh Babu - NIT.

I. Curricular Aspects	Observations	Remarks/Suggestions
Add-on/Certificate Courses	Available	Needs to improve
Coverage of Syllabus	Yes	Taken before MID & MID-II examinations
Department Academic Plan	Available	
Department Programmes Organized	Conducted	Maintain file in the dept
Record of Teaching & Non-teaching staff profile	Available	Random Verification of few persons
NPTEL, SWAYAM Certifications	Satisfactory	Needs to be improved.
Feedback from all stakeholders		
II. Teaching Learning & Evaluation		
Teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources, MOODLES etc.	Yes	Power point presentation available in department
Remedial Classes for slow learners and backlog students	Yes	file Verified and improvement has shown

Mentoring System	Available	Files verified
Organization of Guest Lectures, Industrial Visits, Workshops, etc.,	Available	Due to Corona industrial visits are not arranged.
Online student satisfaction survey	Yes	File verified.
Adequate facilities for teaching – learning, viz., classrooms, laboratories, computing equipment, etc	Available	Some of the labs are verified.
Student Seminars	Completed	Files verified.
Student Feedback (Analysis done or not)	Available	Corrective measures are taken
Student Assignment	Yes	Verified
Student Centric Activities	Yes	OBE is followed
Student Attendance Registers	Available	Verified.
Course Files	Available	Some of the files are verified
Lab Files	Yes	Found
Student Professional Society Chapter and Association Activities	Available	ISTE, CSF
Attainment of COs, POs, PSOs	Available	
Maintenance of Marks File	Yes	File verified.
Analysis of Results of University Examinations	Yes	Document Verified
III. Research & Innovation		
Teachers recognized as research guides	Nil	Nil
Sponsored research projects and consultancy	Yes	Verified.
Books and chapters in edited volumes / books published, and papers in national/international conference-proceedings	Available	Document (Books) checked.
Research Publications	Yes	Needs to be improved.
Functional MoUs	Available	File verified.

IV. Placements & Higher Education		
No of students benefited by guidance for competitive examinations and career counselling offered by the institution	55	
Number of placements of outgoing students		
Students Qualified in Competitive Examinations & Studying Higher Education	Available	less no.-of students are opting for higher education
V. Co-Curricular & Extracurricular		
Students participation in Sports & Games	Yes	file verified.
Students participation in NSS activities	Yes	file checked.
Students participation in Cultural activities	Available	Documentation Verified
Students participation in workshops	Available	checked.
Students participation in intercollegiate competition	Yes	Very few students are participating due to Corona
Project Expo	Conducted.	
VI. Alumni Engagement		
The Alumni Association Chapters	Available	
Alumni Contributions	Yes	Few members contributed.
Alumni Association meetings Conducted	Yearly once	Conducted.

Department Strengths:

1. Faculty are Energetic
2. Involvement of industry persons as on adjunct professors is visible.

Department Weaknesses:

1. Poor R&D activities should be improved
2. Success Rate on students without backlogs is low.


Suggestions based on information:

1. Recommended to register more no-of students in nptel/MOOCs
2. Self Learning has to be improved.

Signatures of Audit Team:

A. R. Babu


IQAC Coordinator
IQAC


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Principal

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WOMEN'S ENGINEERING COLLEGE
PULLADIGUNTA, GUNTUR-17

INTERNAL QUALITY ASSURANCE CELL (IQAC)



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Ref: MLWEC/IQAC/2021/02

Date:13-09-2021

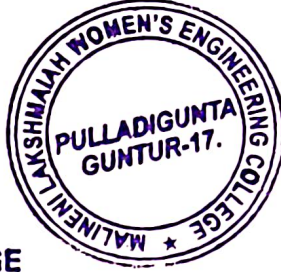
CIRCULAR

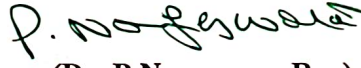
All the Heads of the Departments & Criteria Coordinators are hereby requested by the directions of the Hon'ble Chairperson of IQAC to ensure that the concerned Departments are ready to undergo **Internal Academic Audit** and the same be completed before 30th September,2021. The detailed academic audit form is attached to this circular.

All the concerned are therefore requested to kindly note the same and cooperate in the matter.


(Dr. Chiluka Ramesh)
Coordinator IQAC
IQAC

**MALINENI LAKSHMAIAH
WOMEN'S ENGINEERING COLLEGE
PULLADIGUNTA, GUNTUR-522017.**




(Dr. P. Nageswara Rao)
Chairperson IQAC
Director



Ref: MLEW/IQAC/CIR/2020-21

DATE: 14-09-2021

INTERNAL AUDIT

As per the office order from the IQAC dated 13th Sep 2021, the following committees been constituted by IQAC to carry out the internal audit of the departments in the month of September 2021 as on 29-09-2021.

The Following points were discussed upon in the meeting.

1. IQAC Chairperson discussed with the IQAC Coordinator, senior faculty and HOD's about Academic calendar, college Activities, Conduction of Regular classes promptly.
2. After discussion with IQAC Coordinator and HOD's, the IQAC Chairperson has finalized the below faculty to carry out their assigned Departmental Internal Audit.
3. All the HOD's were asked to depute the allotted faculty to carry out the duty.

IQAC Coordinator thanked the IQAC Chairperson and the HOD's for their cooperation. The meeting ended with vote of thanks.

The committee that audits the department of ECE

Name	Designation	Department	Signature
Dr. G. Rama Swamy	Professor & HOD	CSE	
Dr. A.S. Kanakarathnam	Associate Professor	CSE	

IQAC Coordinator
IQAC

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Chairperson IQAC



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Ref: MLEW/IQAC/CIR/2020-21

DATE: 18-10-2021

CIRCULAR

As orders received from the IQAC Chairperson, the IQAC would like to remind the department of ECE to submit the action taken report of the Internal Audit which was conducted on 29-09-2021 for the Academic year: 2020-21. Hence, the HOD ECE is requested to submit the same within two days to the IQAC.


IQAC Coordinator
IQAC

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Chairperson IQAC



2020-21

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Internal Audit Report Format

The activities are to be graded on the following scale

Good	Average	Satisfactory	Needs Improvement
A	B	C	D

S.NO	Particulars	HOD'S Input	GRADE	Auditors Report
1.	Implementation of Academic Calendar	Yes	A	Good
2.	Certification Programmes	Yes	C	satisfactory
3.	No. of Students undertaking field Projects/Internships	NO	D	Needs Improvement
4.	Organization of industrial visits	NO	D	Needs Improvement
5.	Maintaince of faculty student ratio in the department	Yes	A	Good
6.	Procedure followed in the allotment of the subjects to the faculty.	Yes	A	Good - Based on Experience
7.	Mentoring System.	Yes	A	Good
8.	Student Professional society chapter and association activities	Yes	A	SETE
9.	Allotment of Additional responsibilities to faculty	Yes	A	Good
10.	Pass percentage of outgoing students	Yes	A	Good
11.	Organization of Guest lectures , Workshops , etc	available	C	satisfactory
12.	Adequate facilities for teaching learning: classrooms, laboratories, computing equipment etc	Yes	A	Good
13.	Established systems and Procedures for maintaining and utilizing physical, academic and support facilities laboratory , library, computers, classroom etc	Yes	A	Good
15.	Linkage with institutions / industries for internship, on-the-job training , project work, sharing of research facilities etc.	Yes	C	satisfactory



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16.	Usage of library by teachers and students	Yes	A	Good
17.	Bandwidth of Internet	300 mbps	A	Good
18.	Skill Enhancement initiatives	Yes	C	satisfactory
19.	Number of placements outgoing students	Yes	A	Good
20.	Student qualified in competitive examinations	Yes	C	satisfactory
21.	Students admitted in higher studies	Yes	D	Needs Improvement
22.	Awards/medals for outstanding performance in sports, yoga/cultural activities national/international level		D	Needs Improvement
23.	Alumni association or chapters meetings conducted	yearly ones conducted.		
24.	Teachers attending professional development program	Yes	A	Good
25.	Effectiveness of various bodies/cells /committees is evident through minutes of meetings and implementation of their resolutions.	Yes	A	Good

Suggestions:

- conduct the training classes for students and need to improve the placements for outgoing students.
- Organize the mini project Expo for the students.

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HOD

HOD

Dept. of Electronics & Communication Engineering
 Malineni Lakshmaiah Women's Engineering College
 Pulladigunta, GUNTUR-522017

[Handwritten Signature]
 HOD
 Dept. of Computer Science & Engineering
 Malineni Lakshmaiah Women's Engineering College
 Pulladigunta, GUNTUR-522017

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Signature of Audit Member 2

[Handwritten Signature]
 IQAC Coordinator

IQAC

**MALINENI LAKSHMAIAH
 WOMEN'S ENGINEERING COLLEGE
 PULLADIGUNTA, GUNTUR-522017.**

[Handwritten Signature]
 Principal

**PRINCIPAL
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 PULLADIGUNTA, GUNTUR-17.**



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DEPARTMENT OF ELECTRONICS AND COMMUNICATION ENGINEERING

Action taken report on Internal Audit for the Academic Year: 2021-22

As per the orders from the IQAC, the ECE department has successfully completed the Internal Academic Audit on 13-12-2021. After the Internal Audit, the department conducted a meeting and discussed thoroughly about the suggestion given by the auditors and the following steps are taken as per the suggestions given by the Internal Audit Committee.

S.No	Audit Type	Audit Year	Suggestion	Action Taken
1.	Internal	2021-22	Encourage the students to participate in the more internship programs.	Students are participated in the following internship programs 1. Supraja Technologies: Cyber Security. 2. ARC Lab: Advance certification on emerging technologies. (Proofs are enclosed)
2.	Internal	2021-22	Needs to improvement in students qualified in competitive examinations.	Students are qualified in competitive examinations like GRE, TOEFL & IELTS etc. (Proofs are enclosed)

HOD

Dept. of Electronics & Communication Engineering
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IQAC Coordinator
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2020-21



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Good	Average	Satisfactory	Needs Improvement
A	B	C	D

S.NO	Particulars	HOD'S Input	GRADE	Auditors Report
1.	Implementation of Academic Calendar	Yes	A	Good
2.	Certification Programmes	Yes	B	Average
3.	No. of Students undertaking field Projects/Internships	Yes	A	Good
4.	Organization of industrial visits	Yes	C	Satisfactory
5.	Maintaince of faculty student ratio in the department	Yes	A	Good
6.	Procedure followed in the allotment of the subjects to the faculty.	Yes	A	Good
7.	Mentoring System.	Yes	A	Good
8.	Student Professional society chapter and association activities	Yes	B	Average
9.	Allotment of Additional responsibilities to faculty	Yes	A	Good
10.	Pass percentage of outgoing students	Yes	A	Good
11.	Organization of Guest lectures ,Workshops ,etc	Yes	B	Average
12.	Adequate facilities for teaching learning: classrooms, laboratories, computing equipment etc	Yes	A	Good
13.	Established systems and Procedures for maintaining and utilizing physical, academic and support facilities laboratory ,library, computers, classroom etc	Yes	A	Good
15.	Linkage with institutions / industries for internship, on-the-job training ,project work, sharing of research facilities etc.	Yes	C	Satisfactory



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16.	Usage of library by teachers and students	Yes	A	Good
17.	Bandwidth of Internet	300MB/s	A	Good
18.	Skill Enhancement initiatives	Yes	B	Average
19.	Number of placements outgoing students	Yes	A	Good
20.	Student qualified in competitive examinations	Yes	D	Satisfactory
21.	Students admitted in higher studies	Yes	B	Needs Improvement
22.	Awards/medals for outstanding performance in sports, yoga/cultural activities national/international level		B	Average
23.	Alumni association or chapters meetings conducted	1		
24.	Teachers attending professional development program		C	Satisfactory
25.	Effectiveness of various bodies/cells /committees is evident through minutes of meetings and implementation of their resolutions.		A	Good

Suggestions:

1. To improve industry visits for students.
2. Better to increase internship on the job training

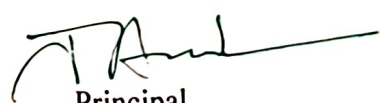

HOD


Signature of Audit Member 1


Signature of Audit Member 2


IQAC Coordinator

IQAC
MALINENI LAKSHMAIAH
WOMEN'S ENGINEERING COLLEGE
PULLADIGUNTA, GUNTUR-522017.


Principal

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20-21

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1.	Implementation of Academic Calendar	Yes	A	Good
2.	Certification Programmes	Yes	C	Satisfactory
3.	No. of Students undertaking field Projects/Internships	NO	D	Needs improvement
4.	Organization of industrial visits	NO	D	Needs Improvement
5.	Maintaince of faculty student ratio in the department	Yes	A	Good
6.	Procedure followed in the allotment of the subjects to the faculty.	Yes	A	Good
7.	Mentoring System.	Yes	A	Good
8.	Student Professional society chapter and association activities	Yes	B	Average
9.	Allotment of Additional responsibilities to faculty	Yes	A	Good
10.	Pass percentage of outgoing students	Yes	A	Good
11.	Organization of Guest lectures , Workshops ,etc	Yes	C	Satisfactory
12.	Adequate facilities for teaching learning: classrooms, laboratories, computing equipment etc	Yes	A	Good
13.	Established systems and Procedures for maintaining and utilizing physical, academic and support facilities laboratory ,library, computers, classroom etc	Yes	B	Average
15.	Linkage with institutions / industries for internship, on-the-job training ,project work, sharing of research facilities etc.	Yes	C	Satisfactory



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16.	Usage of library by teachers and students	Yes	A	Good
17.	Bandwidth of Internet	300mbps	A	Good
18.	Skill Enhancement initiatives	Yes	C	Satisfactory
19.	Number of placements outgoing students	Yes	A	Good
20.	Student qualified in competitive examinations	Yes	C	Satisfactory
21.	Students admitted in higher studies	Yes	C	Satisfactory
22.	Awards/medals for outstanding performance in sports, yoga/cultural activities national/international level	Yes	C	Satisfactory
23.	Alumni association or chapters meetings conducted	Yes	one	Conducte
24.	Teachers attending professional development program	Yes	B	Average
25.	Effectiveness of various bodies/cells /committees is evident through minutes of meetings and implementation of their resolutions.	Yes	C	Satisfactory

Suggestions:

1. Improve in internship programs
2. Better to improve certification programs

Shanvi
HOD

G. Bhaskar Reddy
Signature of Audit Member 1

V. Bhawan
Signature of Audit Member 2

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IQAC Coordinator
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