



# Malineni Lakshmaiah Women's Engineering College :: Guntur

Approved by AICTE, New Delhi, Affiliated to JNTUK, Kakinada  
Pulladigunta (Vil), Vatticherukuru (Md), Prathipadu Road, Guntur - 522 017 A.P.

## ACADEMIC & ADMINISTRATIVE AUDIT REPORT

Ref: MLEW/ ECE - 2021/2022

Date: 4-4-2022

Audit Team: 1. Dr. K. Upendra, Associated Professor ECE, RVREJTC.

2. Dr. Sk. Sadulla, Professor of ECE, KJITS.

I. Curricular Aspects	Observations	Remarks/Suggestions
Add-on/Certificate Courses	-Available	Documents are verified.
Coverage of Syllabus	Yes	As per the JNTUK syllabus
Department Academic Plan	Available	As per the JNTUK Academic calendar and one of the event file is verified.
Department Programmes Organized	Available	Files are verified.
Record of Teaching & Non-teaching staff profile	Available	Files are verified.
NPTEL, SWAYAM Certifications	-	Needs to be improved.
Feedback from all stakeholders	Yes	Collected and verified.
<b>II. Teaching Learning &amp; Evaluation</b>		
Teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources, MOODLES etc.	Available	Faculty uses the E-learning resources.
Remedial Classes for slow learners and backlog students	Yes	document verified.

Mentoring System	Yes	Mentoring data is verified.
Organization of Guest Lectures, Industrial Visits, Workshops, etc.,	Yes	need to be improved.
Online student satisfaction survey	Available	At the end of the semester.
Adequate facilities for teaching – learning, viz., classrooms, laboratories, computing equipment, etc	Yes	Class rooms are verified.
Student Seminars	Yes	Seminar documents are verified.
Student Feedback (Analysis done or not)	Yes	Action plan verified.
Student Assignment	Available	Assignments are verified for the one semester.
Student Centric Activities	Yes	Documents are verified.
Student Attendance Registers	Available	Submitted in the Department
Course Files	Available	one of the course file is verified.
Lab Files	Yes	one of the lab file is verified.
Student Professional Society Chapter and Association Activities	Available	IETE Student Chapter is renewed.
Attainment of COs, POs, PSOs	Yes	Attainments are done.
Maintenance of Marks File	Yes	In the Department file verified.
Analysis of Results of University Examinations	Yes	Document verified.
<b>III. Research &amp; Innovation</b>		
Teachers recognized as research guides	2	Guided the research scholars.
Sponsored research projects and consultancy	Yes	
Books and chapters in edited volumes / books published, and papers in national/international conference-proceedings	Yes	Conference Proceedings are verified.
Research Publications	Available	Scopes indexed papers are need to be improved.
Functional MoUs	Yes	file verified.

<b>IV. Placements &amp; Higher Education</b>		
No of students benefited by guidance for competitive examinations and career counselling offered by the institution	95	needs to improved.
Number of placements of outgoing students	72	offer letters are verified
Students Qualified in Competitive Examinations & Studying Higher Education	5	needs to be improved.
<b>V. Co-Curricular &amp; Extracurricular</b>		
Students participation in Sports & Games	Yes	Certificates are verified.
Students participation in NSS activities	Yes	Students are participated & documents are verified.
Students participation in Cultural activities	Yes	Cultural activities files are verified.
Students participation in workshops	Yes	Students participated in the work shops & verified.
Students participation in intercollegiate competition	Yes	Certificates are verified.
Project Expo	conducted	organised for the III <sup>rd</sup> ECE students.
<b>VI. Alumni Engagement</b>		
The Alumni Association Chapters	Yes	
Alumni Contributions	Yes	Alumni members are contributed.
Alumni Association meetings Conducted	Yearly once	conducted.

#### Department Strengths:

- Retention of the faculty is good.
- good coordination among the faculty.

#### Department Weaknesses:

- feedback mechanism is available, action taken to be improved.
- Publish the papers in reputed international journals.

**Suggestions based on information:**

- Encourage the students to participate in the internship programs
- needs to improve in department activities like guest lectures, work shops. & seminars.

**Signatures of Audit Team:**

1. K. Upendra  
u/4/22

2. Sk. Sadulla, Prof of ECE, KITS.

  
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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**DEPARTMENT OF ELECTRONICS AND COMMUNICATION ENGINEERING**

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

As per the orders from the IQAC, the ECE department has successfully completed the external academic audit on 04-04-2022. 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	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.	External	2021-22	Needs to improve in department activities like guest lectures, workshops and seminars.	Organized the more Number of guest lecturers & workshops in the department.  (Proofs are enclosed)

HOD

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Dept. of Electronics & Communication Engineering  
Malineni Lakshmaiah Women's Engineering College  
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IQAC Coordinator

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ACADEMIC & ADMINISTRATIVE AUDIT REPORT

Ref: MLEW/ CSE/2021-22

Date: 04/04/22

Audit Team: 1. Dr. K. V. Subbareddy, Prof & SO (HOD) (KHIIT)

2. Dr. V. N. Gopikrishna, Prof & SO (HOD) of CSE (CIT)

I. Curricular Aspects	Observations	Remarks/Suggestions
Add-on/Certificate Courses	Available	File Verified
Coverage of Syllabus	Yes	Document Verified
Department Academic Plan	available	Verified.
Department Programmes Organized	Yes	As per Dept Academic calendar
Record of Teaching & Non-teaching staff profile	Available	Few person file are checked.
NPTEL, SWAYAM Certifications	Yes	Needs to improved.
Feedback from all stakeholders	Yes	Document Verified.
<b>II. Teaching Learning &amp; Evaluation</b>		
Teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources, MOODLES etc.	Available	All the classroom are provided with projectors
Remedial Classes for slow learners and backlog students	Yes	Special classes conduct

for slow learners.

Mentoring System	Available	Profs maintain in Dept.
Organization of Guest Lectures, Industrial Visits, Workshops, etc.,	Available	Improve More Industry Visits.
Online student satisfaction survey	Yes	File verified.
Adequate facilities for teaching – learning, viz., classrooms, laboratories, computing equipment, etc	Yes	New teaching methodologies have to be adopted.
Student Seminars	Yes	Needs to improve.
Student Feedback (Analysis done or not)	Yes	Few files are verified.
Student Assignment	Yes	Verified.
Student Centric Activities	Available	Maintain in dept.
Student Attendance Registers	Available	Files are verified.
Course Files	Available	Needs to improve.
Lab Files	Available	Verified.
Student Professional Society Chapter and Association Activities	Yes.	
Attainment of COs, POs, PSOs	Yes	
Maintenance of Marks File	Yes	File verified.
Analysis of Results of University Examinations	Available	Few files are verified.
<b>III. Research &amp; Innovation</b>		
Teachers recognized as research guides	Nil	
Sponsored research projects and consultancy	Yes	Need to improve
Books and chapters in edited volumes / books published, and papers in national/international conference-proceedings	Yes	Verified.
Research Publications	Yes	Needs to improve
Functional MoUs	Available	Increase more programs.

<b>IV. Placements &amp; Higher Education</b>		
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	Improved.
<b>V. Co-Curricular &amp; Extracurricular</b>		
Students participation in Sports & Games	Yes	Needs to improve
Students participation in NSS activities	Yes	Verified
Students participation in Cultural activities	Yes	Properly maintained dept
Students participation in workshops	Yes	few files are verified
Students participation in intercollegiate competition	Yes	Improve
Project Expo	Conducted.	
<b>VI. Alumni Engagement</b>		
The Alumni Association Chapters	Yes	
Alumni Contributions	Available	
Alumni Association meetings Conducted	Yearly once.	

**Department Strengths:**

1. Involvement of industry persons as an adjunct professor is visible
2. Faculty members are energetic & effective observed.

**Department Weaknesses:**

1. Feedback mechanism is available action taken by to be improved.
2. Poor infra & activities there are improved.

**Suggestions based on information:**

Plan to conduct more Industrial visits  
Encourage to Students for higher Education.  
Motivate the faculty members do Phd.

**Signatures of Audit Team:**

- ① Dr. K.V. Shetty
- ② Dr. V.V. Lakshmaiah

  
IQAC Coordinator

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**ACADEMIC & ADMINISTRATIVE AUDIT REPORT**

Ref: MLEW/ IT / 2021-22

Date: 04-04-22.

Audit Team: 1. Dr. K.V Subba Reddy, Professor - KIHT

2. Dr. U.V Jaya Ramakrishnaiah - Professor, CSE - ASN  
Women's College.

I. Curricular Aspects	Observations	Remarks/Suggestions
Add-on/Certificate Courses	Available	Needs to improved
Coverage of Syllabus	Yes	strictly following syllabus of JNTUK
Department Academic Plan	Yes	Document Verified
Department Programmes Organized	Available	files are Verified
Record of Teaching & Non-teaching staff profile	Yes	Maintain the file in department
NPTEL, SWAYAM Certifications	Yes	Available
Feedback from all stakeholders	Available	files to be verified
<b>II. Teaching Learning &amp; Evaluation</b>		
Teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources, MOODLES etc.	Available	Faculty users E-learning courses
Remedial Classes for slow learners and backlog students	Yes	files verified.

Mentoring System	Yes	Mentoring books collected and verified
Organization of Guest Lectures, Industrial Visits, Workshops, etc.,	Yes	Increase more no. of industrial visits
Online student satisfaction survey	Yes	files verified
Adequate facilities for teaching – learning, viz., classrooms, laboratories, computing equipment, etc	Yes	New teaching techniques to be adopted.
Student Seminars	Yes	students are given
Student Feedback (Analysis done or not)	Yes	files verified
Student Assignment	Yes	Documents checked.
Student Centric Activities	Yes	files to be maintained.
Student Attendance Registers	Available	files verified
Course Files	Available	files checked in department
Lab Files	Available	files verified
Student Professional Society Chapter and Association Activities	Available	
Attainment of COs, POs, PSOs	Available	
Maintenance of Marks File	Yes	Documents verified
Analysis of Results of University Examinations	Yes	files verified
<b>III. Research &amp; Innovation</b>		
Teachers recognized as research guides	Will	will
Sponsored research projects and consultancy	Yes	verified
Books and chapters in edited volumes / books published, and papers in national/international conference-proceedings	Available	Books are checked
Research Publications	Yes	needs to be improved
Functional MoUs	Available	files verified.

IV. Placements & Higher Education		
No of students benefited by guidance for competitive examinations and career counselling offered by the institution	50	
Number of placements of outgoing students		
Students Qualified in Competitive Examinations & Studying Higher Education	Available	Improve no. of student for higher education
V. Co-Curricular & Extracurricular		
Students participation in Sports & Games	Yes	Sports files are verified.
Students participation in NSS activities	Yes	files checked
Students participation in Cultural activities	Available	Document verified
Students participation in workshops	Available	few checked
Students participation in intercollegiate competition	Yes	few student are participated well
Project Expo	conducted	
VI. Alumni Engagement		
The Alumni Association Chapters	Available	
Alumni Contributions	Yes	
Alumni Association meetings Conducted	Yes	Yearly 1's conducted.

#### Department Strengths:

1. files are well maintained.

2. Involvement of industry persons as on adjunct professor is visible.

#### Department Weaknesses:

1. feedback mechanism is available action taken has to be improved.

2. success rate on students without backlogs is low.

**Suggestions based on information:**

1. Give awareness on student OBE.
2. Self learning has to be improved.

**Signatures of Audit Team:**

- ① Dr. K. V. Sany
- ② V. V. Jaya Ramakrishnaiah

  
IQAC Coordinator  
IQAC

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2021-22



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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	Yes	B	Average
4.	Organization of industrial visits	No	D	Needs Improvement
5.	Maintainance 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	A	Good
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	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	Yes	A	Good
18.	Skill Enhancement initiatives	Yes	C	satisfac-tory
19.	Number of placements outgoing students	Yes	A	Good
20.	Student qualified in competitive examinations	Yes	C	satisfac-tory
21.	Students admitted in higher studies	Yes	D	Need impro-vement
22.	Awards/medals for outstanding performance in sports, yoga/cultural activities national/international level	Yes	D	Needs im-provement
23.	Alumni association or chapters meetings conducted	Yes		
24.	Teachers attending professional development program	Yes	C	satisfac-tory
25.	Effectiveness of various bodies/cells /committees is evident through minutes of meetings and implementation of their resolutions.	Yes	A	Good .

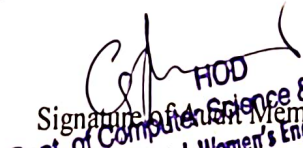
Suggestions:


- Encourage the students to participate in the more internship programmes.
- Needs to improvement in student qualified in competitive examinations.

  
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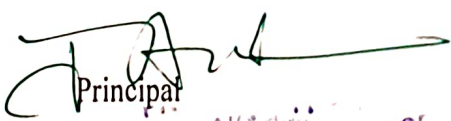
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 Signature of Audit Member  
 Dept. of Computer Science & Engineering  
 Malineni Lakshmaiah Women's Engineering College  
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 Signature of Audit Member 2

  
 IQAC Coordinator  
 IQAC  
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**DEPARTMENT OF ELECTRONICS AND COMMUNICATION ENGINEERING**

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

As per the orders from the IQAC, the ECE department has successfully completed the Internal Academic Audit on 29-09-2021. 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	2020-21	Conducting Training Classes for Students and need to be improve the number of placements for outgoing students.	No. of student's placements in the year: 2021-22 are increased. More no. of students placed in MNC Companies. (Proofs are enclosed)
2	Internal	2020-21	Organize the Mini Project Expo for the III ECE students.	Organized the Mini Project Expo for the III ECE students.

HOD  
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IQAC Coordinator

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(21-22)



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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
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	A	Good
15.	Linkage with institutions / industries for internship, on-the-job training ,project work, sharing of research facilities etc.	Yes	C	Satisfactory

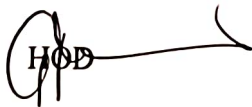


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16.	Usage of library by teachers and students	Yes	A	Good
17.	Bandwidth of Internet	300MBPS	A	Good
18.	Skill Enhancement initiatives	Yes	B	Average
19.	Number of placements outgoing students	Yes	A	Good
20.	Student qualified in competitive examinations	Yes	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	1		conducted
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	B	Average

Suggestions:

1. Plan to conduct more FDP's for teaching & non-teaching faculty.
2. Encourage the students for attempt in competitive Examination.

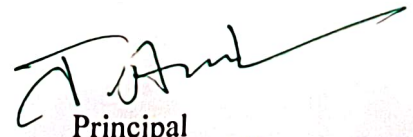
  
HOD

  
Signature of Audit Member 1

  
Signature of Audit Member 2

  
IQAC Coordinator

**IQAC**  
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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	B	Average
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	B	Average
8.	Student Professional society chapter and association activities	Yes	D	Needs improvement
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	C	Satisfactory
15.	Linkage with institutions / industries for internship, on-the-job training ,project work, sharing of research facilities etc.	Yes	C	Satisfactory.



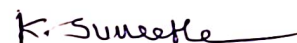
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16.	Usage of library by teachers and students	Yes	A	Good
17.	Bandwidth of Internet	Boombps	A	Good
18.	Skill Enhancement initiatives	Yes	B	Average
19.	Number of placements outgoing students	Yes	A	Good
20.	Student qualified in competitive examinations	Yes	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	D	Needs improvement
23.	Alumni association or chapters meetings conducted	Yes		
24.	Teachers attending professional development program	Yes	C	Satisfactory
25.	Effectiveness of various bodies/cells /committees is evident through minutes of meetings and implementation of their resolutions.	Yes	A	Good.

Suggestions:

1. Suggested to improve for industrial visits
2. Better to go for higher studies.

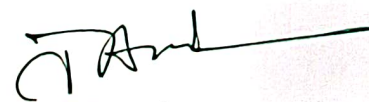
  
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Signature of Audit Member 1

  
Signature of Audit Member 2

  
IQAC Coordinator  
IQAC

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Principal

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