


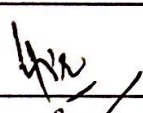
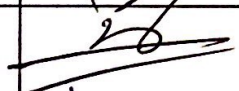
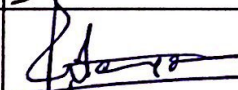
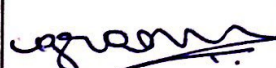
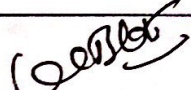
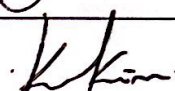
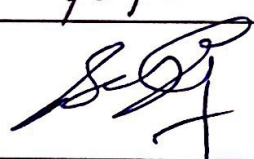
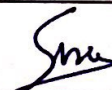
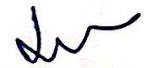

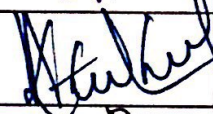

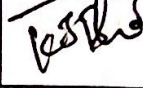
**Srinivas Institute of Technology
Mangaluru**

Internal Quality Assurance Cell (IQAC)

**Academic and Administrative Audit Report
(2017-18)**

Srinivas Institute of Technology, Valachil, Mangaluru

Academic Administrative Committee for the academic year 2017-18

SI No	Name	Signature
Chair Person		
1	Dr. Shrinivasa Mayya D. Principal	
Members		
2	Prof. Shivakumar G S HOD, Computer Science & Engg Dept	
3	Dr. Thomas Pinto HOD, Mechanical Engg Dept	
4	Dr. Ramakrishna N Hegde HOD, Automobile & Aeronautical Engg Dept	
5	Dr. Ramachandra C.G. HOD, Mechanical II Shift & Marine Engg Dept	
6	Dr. Gopalkrishna Bhat HOD, Chemistry Dept	
7	Dr. Shashidhar Kini HOD, MCA Dept	
8	Dr. Sooryakrishna K HOD, Electronics & Communication Engg Dept	
9	Dr. Suryanarayana K. HOD, Physics Dept	
10	Prof. Hariprakash U P HOD, MBA Dept	
11	Dr. Prasad P. HOD, Nano Technology Dept	
12	Prof. Ananth Kumar Kulakarni HOD, Mathematics Dept	
13	Prof. Lokesh B HOD, Electrical & Electronics Engg Dept	
14	Prof. Janardhana Bhat HOD, Information Science Engg Dept	


PRINCIPAL

A. INFORMATION ABOUT PRINCIPAL

1. Name: Dr. Shrinivasa Mayya D
2. Subject: Mechanical/ Computer Science/ Management
3. Qualifications: BE, MIT, MMS, PhD
4. Teaching experience (in years): 29 Years
5. Contribution to enrich quality of teaching - learning during last 5 years: (Seminars / Workshops / lectures / field visits organized): 47
6. Positions Held:
 - Head of the department of Information Science & Engg at KVGCE, Sullia
 - Placement coordinator
 - Member, Board of Examiners, Humanities board, Mangalore University 2003-2004
 - Chairman, Board of Examiners, Humanities board, Mangalore University 2002-2003
 - Chief Coordinator, Central valuation, Mangalore University
 - Coding officer, Central valuation, Mangalore University 2003-2004
 - Convener, 5 State level & 7 National level conferences
 - Member, Board of Examinations, Mangalore University
 - Member, Board of Examinations, VTU
 - Member of PGCET Examinations, VTU
 - Member, Board of Examiners, VTU, 2011-2012
 - Member, Local Inquiry Committee, VTU 2007-2014
 - Member, Academic council, NMAM Institute of Technology, 2014-2016
 - Observer, PGCET-2010
 - Member (VTU Nominee), Governing Council Alva's Institute of Engineering & Technology, 2010-2012
 - Member (VTU Nominee), Governing Council DayanandSagar Academy of Technology, from 1st March 2014 to 31st March 2016
 - Member, LIC committee VTU Belagavi
 - Member (VTU Nominee), Board of appointments of Nagarjuna College of Engineering & Technology Bengaluru. (Autonomous)
 - Member (VTU Nominee), Governing Council LingarajAppa Engineering College, from 15th Dec 2017 to 30th Nov 2019.
7. Professional Affiliation:
 - Member: Indian Society for Technical Education
 - Member: Tribological Society of India



B. KEY ASPECTS

1. ACADEMIC MANAGEMENT (15%= 150 Marks)

Sr.No	PARTICULARS	SCORE	
		Yes	-
1.1.a	Has Institution appointed a permanent principal?	Yes	-
1.1.b	Is she/he Ph.D.?	Yes	-
1.2.	Total Non-Teaching Staff 116		-
1.3	Number of professional Programmes held for non teaching staff in the last two years: 1		03
1.4	Extent of grant utilization (UGC + Government +fees) in the last two years Utilization % 100%		12
1.5	Is the perspective and strategic plan prepared and being followed in the Institution?	Yes	10
1.6	Office Automation 1. Administration a. Admission Processes - Online Admission - Other Processes b. Enrollment c. Maintenance of Records d. Declaration of Results 2. Accounts a. Fees Collection b. Maintenance of accounts	Yes Yes Yes Yes Yes Yes Yes Yes	6 4 4 4 4 4 4 4
1.7.a	Is there a College website ?	Yes	6
1.7.b	Is it updated till 2018?	Yes	
1.8.	Is the College Library automated? a. Record of Books b. Issue and Return of Books	Yes Yes Yes	- 5 5
1.9.a	Does the library provide open access facility? a. To all	Yes	6



Academic and Administrative Audit (AAA) for Srinivas Institute of Technology

1.9.b	Is there Internet facility in the library? a. For All;	Yes	5
1.10	Is there an Anti ragging Cell in the college?	Yes	10
1.11	Are there any Welfare schemes? If Yes, List them, 1. Concessional fee for admission to courses for dependent of staff. 2. Admission to children of staff working in sister institutions 3. Concessional medical facility for staff in Srinivas hospital	Yes	10
1.12	Is there a Women's Development Cell/Anti Sexual Harassment Cell?	Yes	10
1.13	Is there a functional Alumni Association? (minimum of 1 meeting per year)	Yes	10
1.14	Do you organize Institution & Stake holders Interaction Cell (ISIC) meet? (minimum one meeting per year) (Stake holders : Governing Board, Parents, Alumni, Industries, etc.)	No	0
	Total		122



2. ACADEMIC PRACTICES

2.1 HUMAN RESOURCE (10%= 45 Marks)

Sr.No	PARTICULARS	SCORE	
2.1.1	Total Permanent Staff(Teaching) 232	-	-
2.1.2	A. How many faculties have attended FIP? 41% to 70%		2
	B. Faculties who have attended Refresher or Orientation Courses Up to 40%		03
2.1.3	Participation of Faculties in Capacity Building Workshops 41% to 70%		10
	Total		15

2.2 TEACHING LEARNING- EVALUATION PROCESS (50% = 225 Marks)

Sr. No	PARTICULARS	SCORE	
2.2.1	Number of programmes/courses offered		
	- CBCS system		20
2.2.2	Percentage of students who graduated during last 1 or 2 year(s): 95 %		10



2.3 RESEARCH OUTPUT (20%) 90 Marks

Sr. No	Particular	SCORE	
2.3.1	a. Percentage of teachers with Ph.D as the highest qualification: 22 b. Percentage of teachers with M.Phil as the highest qualification: 3 c. Percentage of teachers with UGC NET or SLET: 2 [Total % = % of (a) + % of (b) + % of (c)] <30%		06
2.3.2	Publications (Last 3 years): Articles in refereed Journals 175		10
2.3.3	Are you generating resources through consultancy?	No	05
2.3.4	Sponsorship of events and resources generated	No	05
2.3.5	State /National/ International level Seminars/ workshops/conferences organized during last 1 year/ 2 years. >1 Yes	Yes	10
2.3.6	Number of Faculties engaged in research: a. Sponsored research projects: Completed: 0 (At least 1) Ongoing: 3 (At least 1)		08



2.2.3	Contribution of the faculty in Course Design		
		<5%	01
2.2.4	Extent to which lecture plans and outlines (log books) are prepared and implemented by the individual faculty?	81% to 100%	Yes 25
2.2.5	Is academic calendar being prepared and implemented?	Yes	10
2.2.6	Use of any other Teaching - Learning Tools		10
	- - LCD - Videos		10
2.2.7	Use of ICT in teaching - Learning Evaluation		7.5
	e-journals - IT enabled classrooms		7.5
	- Online feedback on teaching & learning		05
2.2.8	Do you offer Bridge Courses/ remedial courses?	Yes	25
2.2.9	Are projects, assignments, field work, seminars etc. part of curriculum?	Yes	25
2.2.10	A. Evaluation of Teachers by Students	Yes	5
	B. Is it analysed and communicated?	Yes	5
	Total		166



Academic and Administrative Audit (AAA) for Srinivas Institute of Technology

	b. Unsponsored research Completed: 0 (At least 1) Ongoing: 0 (At least 1)		
	Total		44

2.4 COMMUNITY OUTREACH /EXTENSION (10%) 45 Marks

Sr. No	PARTICULARS	SCORE	
		2.4.1	Number of Outreach projects NSS Yes NCC No NGO's No Own funds No Local funds No Govt. funds NO
	Total		5

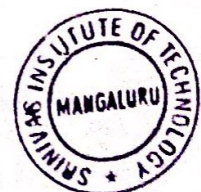
2.5 STUDENTS SUPPORT (10%) 45 Marks

Sr. No	PARTICULARS	SCORE	
		2.5.1	Number of effective teaching days (Number of working days - Exam days) 140 or >140



3. INFRASTRUCTURAL FACILITY (25% = 250 Marks)

Sr.No	PARTICULARS	SCORE	
3.1	Campus Area - Good		04
3.2	Campus Ownership Owned by Management		07
3.3	Office Space Inadequate		02
3.4	a. Area of Library 1701 Sq. Mt b. Do you have separate reading area for student & Staff? c. Do you display the new arrivals? d. Do you maintain Book Volumes? e. No. of Books per student 3+4 f. No. of Issue/Return books per day 165 g. No. of Research Journals/ Periodicals 8611	Yes Yes Yes	03 02 02 02 02 02 02
3.5	Laboratories Good		04
3.6	Security		05
3.7	Potable Water facility Good		04
3.8	Power Backup facility		05
3.9.a	Washroom facility (for Male) Good		03
3.9.b	Washroom facility (for Female) Good		03



Academic and Administrative Audit (AAA) for Srinivas Institute of Technology

3.9.c	Washroom facility (for Staff)	Good	03
3.10	Parking	Adequate	04
3.11	Class rooms (as per requirement)	Adequate	10
3.12	Staff room (Tick only one) Individual Staff room with IT facility Staff room with separate cabins Departmental Staff Common		15 12 09 06
3.13	Seminar Room	Adequate	10
3.14.a	Common room (Boys)	Adequate	04
3.14.b	Common room (Girls)	Adequate	04
3.15	Medical Centre facility Health Centre facility		10
3.17	Indoor Sports facility (2.mark for each indoor sports facility) (Maximum 4)		08
3.18	Gymnasium		05



Academic and Administrative Audit (AAA) for Srinivas Institute of Technology

3.19.a	Hostel (Boys)	Adequate (with mess)	06
3.19.b	Hostel (Girls)	Adequate (with mess)	06
3.20	Transportation for students		05
3.21	Support services (Bank/PO/Xerox)		03
3.22	Canteen		05
3.23	Approach Road		05
3.24	Garden		07
3.25	Auditorium/ Assembly hall		05
3.26	Internet facility	For Staff & students :	08
3.27	Overall Maintenance	Satisfactory	10
	Total		212



4. INSTITUTIONAL INITIATIVES IN HIGHER EDUCATION (15% = 150 Marks)

Sr. No	Particular	Score	
	PART- 1		
4.1.			
4.1.1	Has the college installed the required dish and antenna for EduSat Programmes?	Yes	2.5
4.1.2	Is there a separate room in the college where TV/LCD has been installed for watching the EduSat lectures?	Yes	2.5
4.1.3	What is the percentage of Faculty members from your college have delivered lecture/(s) at the EduSat Studio?		
	<20%		0.5
4.1.4	Is the 'Video Communication at work' facility installed and operational?	Yes	2.5
4.1.5	How frequently do the students from your college ask questions during the live telecast of lectures?	Regularly	2.5
4.2	INFORMATION AND COMMUNICATION TECHNOLOGY		
4.2.1	How many Faculty members/ Administrative staff can operate MS-Word/ Power point and Microsoft Excel? Teaching: 232 (All)		2.5
4.2.2	Did your College arrange for Training of Faculty members in the use of Computers ?	Yes	2.5
4.2.3	How many Computers do you have in the College ?		2.5
4.2.4	Does the College have Internet facilities?	Yes	2.5

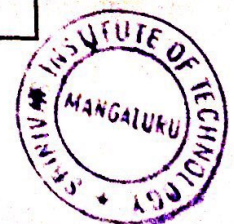


4.3.	PLACEMENT ACTIVITY		
4.3.1	Has the Placement cell/ Career Counseling Cell been formed in your college?	Yes	2.5
4.3.2	How many students have been enrolled ?		2.5
4.3.3	Has there has been any campus placement?	Yes	2.5
4.3.4	Have you conducted any pre placement training for student's placements? If yes, then Specify. : Students are trained on regular basis by professionals	Yes	2.5
4.3.5	Have you organized any company visits or guidance camp for students?	Yes	2.5
4.3.6	Does the placement cell maintain the record of job opportunities and students?	Yes	2.5

4.4	CHOICE BASED CREDIT SYSTEM (CBCS)		
4.4.1	Have your Faculty members been sent for training in CBCS ?	Yes	2.5
4.4.2	Has your College arranged for Training on CBCS for college Staff?	Yes	2.5
4.4.3	Is your College familiar with e Content ? >50% of Faculties	Yes	1.25
	Total		41.75

	** The following questions carry 3+6+6 respectively. (15 Marks)		
A.	Does your College facilitate Academic links/ collaborations/ MoU, etc with other centers of higher learning ?	Yes	3
B.	Does the college have a functional Alumni Association?	Yes	6
C.	Number of Association Members: 9 Activities of Alumni Association Conducting Alumni Meetings Periodically	Yes	6
	Total		15

Grand Total Score: 655.75



Academic and Administrative Audit (AAA) for Srinivas Institute of Technology

Score	Rank	Performance Descriptor	Interpretation of the Descriptor
501 - 750	II	Good	Level of academic accomplishment above the minimum level expected of an institution


Observations:

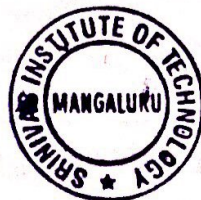
1. Number of faculties contributing to course design is less than 5%.
2. The college does not generate resources through consultancy.
3. Percentage of teachers with PhD/ Mphil/ UGC NET is less than 30%.
4. Resources are not generated through sponsorship.
5. Office space is limited.
6. Only 3 faculties are involved in sponsored research project.

Recommendations:

1. More number of faculties should contribute to course design.
2. The college needs to generate resources through consultancy.
3. More number of faculties to have PhD/ Mphil/ UGC NET qualification.
4. Efforts need to be made to generate resources through sponsorship.
5. Adequate office space should be provided.
6. More number of staff should involve in sponsored research project.

Date: 11.06.2018


Dr. Thomas Pinto
Coordinator - IQAC




Dr. Shrinivasa Mayya D
Principal, Chairperson -AAA
PRINCIPAL
SRINIVAS INSTITUTE OF TECHNOLOGY
Valachil, Merlapadavu
Farangipete Post, Mangaluru-574 143

Academic Administrative Committee

Minutes of the meeting for the academic year 2017-18

Date- 28-07-2017

In the meeting following points are discussed

1. Availability of teaching and non-teaching faculty.
2. Infrastructural facilities available for carrying out academic and administrative activities.
3. Efforts taken for curricular development.
4. Teacher quality.
5. Teaching methods adopted and use of ICT in teaching, learning process.
6. Feedback mechanism used for assessing the performance of teachers by students and for curricular development.
7. Faculty development programmes implemented by the college.
8. Strengths, Weakness. Opportunities and Challenges of the college.
9. Research facilities and research output in the form of publications and patents.
10. Computer, internet library facilities available.
11. Mentoring system, introduction of Remedial classes, Bridge courses, guidance for NET/SET and competitive examinations.
12. Skill development and personality development programmes.
13. Generation of funds and optimum utilization.
14. Evaluation methods adopted for internal and external examinations.
15. Future plans of the college.
16. Student counseling.
17. Accreditation.
18. For Swachh Bharath campaign necessary steps to be taken.
19. Quality publications steps to be taken ~~for~~.
20. FDP on teaching learning method.


Principal & Chair Person