

**Internal Quality Assurance Cell (IQAC)**

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**INTERNAL ACADEMIC AUDIT REPORT**

**(ACADEMIC YEAR: - 2019-20)**

Date of Audit: 25/08/2020

Name and Designation of Audit Member-1: Dr. Nazmul Islam  
Vice-Principal, Ramgarh Engineering College  
Ramgarh, Jharkhand

Name and Designation of Audit Member-2: Dr. Sourabh Sinha  
Academic In-charge, Ramgarh Engineering College  
Ramgarh, Jharkhand

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25/8/2020  
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## 1. Curricular Aspects

S.No.	Item	Observation	Remarks
1.1	Curricula developed /adopted have relevance to the local/ national /regional/global developmental needs with learning objectives including program outcomes, program specific outcomes and course outcomes of all programs Offered by all department.	The syllabus is designed by the Universities which include course objective and course outcomes.	The Institute is affiliated with two universities: 1 <sup>st</sup> & 2 <sup>nd</sup> Semester is affiliated to JUT, Ranchi and 3 <sup>rd</sup> , 4 <sup>th</sup> , 5 <sup>th</sup> , 6 <sup>th</sup> , 7 <sup>th</sup> & 8 <sup>th</sup> semester is affiliated to VBU, Hazaribagh.
1.2	Percentage of new courses introduced of the total number of courses across all programs	No new courses introduced.	
1.3	Percentage of programs in which Choice Based Credit System (CBCS) / Elective course system has been implemented	Elective course system is present in VBU old curriculum which constitute around 23% of the total credit system.	% of the Elective course system is calculated by referring to the syllabus of the current academic session.
1.4	Institution integrates cross cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum	Yes	Institute has got Women Empowerment Cell which tries to empower gender equality in different aspects of life. (Ref. : Women Empowerment Cell file)
1.5	Number of Value-added courses imparting transferable and life skills offered	5 (Extra Academic Activity, Mini Project, Project, Tour & Training, Internship)	The value – added courses are part of University curriculum. (Ref. : University Syllabus)
1.6	Feedback on curriculum and other	Alumni feedback	Feedback on curriculum from

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aspects from stakeholders	Parents Feedback Industrial Feedback Employer Feedback Campus Facility	stakeholders is done on Department level and the documents could be found in Departmental files, whereas feedbacks on campus facility is done on Institute level.
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## 2. Teaching – Learning and Evaluation

S.No.	Item	Observation	Remarks
2.1	No. of students admitted	259	Documents available with Admission In-charge
2.2	Number of full-time teachers	60	As stated in Part A of SAR. Document available at Institute level.
2.3	Number of students enrolled	977	As stated in Part A of SAR. Document available at Institute level.
2.4	Student - Full time teacher ratio	16:3	As calculated.
2.5	No. of permanent faculty with Ph.D	17	Faculty list available at Institute level
2.6	Average teaching experience of full time teachers in years	4 years	As per average teaching experience calculated.
2.7	Total No. of teaching days	90(approx..)	Semester duration is of approximately 90 days.
2.8	Preparation and adherence to Academic Calendar and Teaching plans	Academic Calendar is prepared by Academic In-charge at the beginning of new semester and Class time table comes from Departments.	Documents available in Institute as well as Department files.

  
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			Documents available at Department level.
2.9	Innovative processes adopted in Teaching and Learning	<p>Smart class teaching: Providing for better understanding of various concepts.</p> <p>2. Power point presentation: Encouraged to bring clear idea.</p> <p>3. SwayamPrabha Classroom: online NPTEL Lectures</p> <p>4. Selected video lectures: Encouraged to bring clear idea about another resource.</p> <p>5. Digital Library Facilities – Student can access E-Books and IEEE Journals.</p> <p>6. Digital teaching platform like Google Classrooms for different courses.</p> <p>7. Special lecture: Providing special tutorial class for weak students.</p> <p>8. Hands on training: like mini project.</p> <p>9. Project based learning: Encouraged to taking up many real time project.</p>	
2.10	Teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources, MOODLES etc.	NPTEL Lectures	
2.11	Remedial Classes for slow learners and backlog students	Monitoring and counseling by class teacher	Departments make sure that remedial classes are provided to weak students.
2.12	GATE Classes for Advanced Learners	It was provided from last Years (For 2015-19)	The GATE Academy provided the GATE classes for advanced learners which was sponsored by TEQIP.
2.13	Mentoring System	Students of 1 <sup>st</sup> year is mentored as per AICTE norms.	Newly admitted students to first year B.Tech program are mentored as per AICTE norms. (Annexure I)
2.14	Adequate facilities for teaching – learning, viz., classrooms, laboratories, computing equipment, etc.	Yes	Smart classrooms, State of art laboratories, computer labs, Language lab., etc. available in the Institute
2.15	Advanced Research Centers	No	Should have Advanced research centers

2.16	Teachers attending professional development programs	Yes	Faculties have attended FDP/PDT at various IITs/IIMs/NITs. Documents available in their personal files at Department level.
2.17	Organization of Guest Lectures, Industrial Visits, Workshops, etc.,	Yes	Guest lectures, Industrial visits, workshops, etc. are organized by Departments. (Ref.: Documents available in Departments).
2.18	Online Certification Programs	Yes	Students/ Faculties are in involved in several online certification program such as NPTEL/ SWAYAM, Coursera, etc. (Ref.: Documents available in Departments)
2.19	Student Professional Society Chapter and Association Activities	Yes	Students are associated with Institution Of Engineers India (IEI) whose membership was sponsored by TEQIP (Ref.: Documents available in TEQIP cell).
2.20	Students undertaking field projects / internships	Yes	Internship is a part of curriculum and nearly all the students do internship as vocational training. (Ref.: Documents available with Training and Placement cell)
2.21	Dissemination of PEOs, POs, PSOs, COs	Yes	Available in Course file at Department level.
2.22	Attainment of COs, POs, PSOs	Yes	Available in Course file at Department level.
2.23	Online student satisfaction survey	Yes	Student feedback is available at Department level.

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### 3. Research and Innovation

S.NO.	Item	Observation	Remarks
3.1	The institution has a well-defined policy for promotion of research	Yes	Policy is mentioned in service rule of the Institute.
3.2	The institution provides seed money to its teachers	No	
3.3	Teachers recognized as research guides	Yes	Two number of teacher from the Institute are recognized as research guides.
3.4	Sponsored research Projects and consultancy	Yes	2 CRS project sponsored by TEQIP.
3.5	Workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices	Yes	One number of Seminar conducted on Industry-Academia Innovative practices.
3.6	Research Publications	Yes	Faculties actively publishes articles in Research Journals.
3.7	No. of Faculty participated in conferences and symposia	2	Faculties participate in conferences time to time.
3.8	Books and chapters in edited volumes / books published, and papers in national/international Conference - proceedings.	11 research publication & 6 Book Chapters.	Good number of research publications and book chapters have been published.
3.9	Revenue generated from Consultancy	No	In a process of generation of revenue. Consultancy service has been started in the Institute and is on verge to generating the revenue.
3.10	Linkages with institutions/industries for internship, on-the-job training, project work, sharing of research facilities etc.	Yes	Files available in Training and Placement cell.
3.11	Functional MoUs	Yes	Files available in Training and Placement cell.

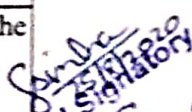
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#### 4. Central library Facility

S.No.	Item	Observation	Remarks
4.1	Library is automated using Integrated Library Management System (ILMS)	YES	Central library uses KOHA as Library Management System (ILMS)
4.2	Collection of rare books, manuscripts, special reports or any other knowledge resource for library enrichment	NO	
4.3	Does the institution have the following: e – journals, e-ShodhSindhu, Shodhganga membership, e-books, Databases	YES	Central Library has facility for e-journals, e-books etc. (Ref.: Documents available in Library)
4.4	Availability of digital library with a provision for remote access on intranet	YES	Digital library is adjacent to Central Library with a provision for remote access on intranet.
4.5	Per day usage of library by teachers and students	YES	The attendance is maintained in a register in the Central Library.

#### 5. Examination Section

S.No.	Item	Observation	Remarks
5.1	Number of days from the date of last semester-end/ year- end examination till the declaration of results	60 days (approx..)	Days are usually not defined. University declares result approximately after 60 days of the end-semester exam.
5.2	Percentage of student complaints/grievances about evaluation against total number appeared in the examinations	NA	Students address their grievances directly to the University.
5.3	Percentage of applications for revaluation leading to change in marks	0	No one applied for revaluation.
5.4	Result Analysis	Yes	All the Departments analyzed the results for the session 2018-19. Remedial classes for weak students are arranged by the departments.

  
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## 6. Amenities and Sports facilities

S.No.	Item	Observation	Remarks
6.1	The institution has adequate facilities for sports, games (indoor, outdoor, gymnasium, yoga centre etc.,) and cultural activities	Yes, All facilities of sports have there and cultural activities have been organizing by students.	Files available with Sports In-charge.
6.2	Awards/medals for outstanding performance in sports, Yoga /cultural Activities at Institute level.	Yes it is.	Files available with Sports In-charge.
6.3	Number of sports, Yoga and cultural activities / competitions organised at the institution level.	Every year it is organized.	Files available with Sports In-charge.

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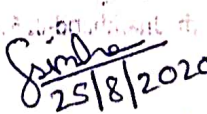


## 7. Placements and Higher Education

S.No.	Item	Observation	Remarks
7.1	Capability enhancement and development schemes	Yes	Employability Skill classes sponsored through TEQIP.
7.2	No of students benefited by guidance for competitive examinations and career counselling offered by the institution	194	GATE Coaching sponsored by TEQIP.
7.3	Number of placements of outgoing students	87	Data available in Training and Placement Cell.
7.4	Students Qualified in Competitive Examinations	12	Through GATE coaching provided by the Institute 12 number of students got qualified.

## 8. Alumni Engagement

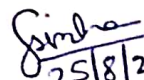
S.No.	Item	Observation	Remarks
8.1	Alumni contributions	Yes	As a stake holder while finalizing Mission, Vision, identifying curriculum GAP, indirect attainment of Program Outcomes.
8.2	Alumni Association / Chapters meetings Conducted	Yes	Alumni meeting conducted.

  
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## 9. Best Practices of the Institution

S.No.	Item	Observation	Remarks
9.1	Number of gender equity promotion programs organized by the institution	No	Institute is willing to organize such programs in order to promote gender equity.
9.2	Power requirement of the Institution met by the renewable energy sources	No	
9.3	Percentage of lighting power requirements met through LED bulbs	99%	
9.4	Waste Management steps	Yes	Wet and Dry wastes are collected separately and dumped such as it does not affect surroundings.
9.5	Rain water harvesting structures and utilization in the campus	No.	
9.6	Green Practices	Yes	Plantation of trees, less use of plastics.
9.7	Expenditure on green initiatives and waste management (Excluding salary component)	Yes	
9.8	Initiatives to address locational advantages and disadvantages	No	
9.9	Code of conduct handbook exists for students, teachers, governing body, administration including Principal /Officials and support staff	No	
9.10	Display of core values in the Institution and on its website	Yes	
9.11	Activities to increase consciousness about national identities and symbols; Fundamental Duties and Rights of Indian citizens obligations and other constitutional obligations	Yes	Different activities organized through NSS.
9.12	Functioning is as per professional code of prescribed/suggested by statutory bodies/regulatory authorities for different professions.	No	
9.13	Organizes national festivals and birth/ death anniversaries of the great Indian personalities.	Yes	Celebration of 15 <sup>th</sup> August, 26 <sup>th</sup> January, Birth celebration of Indian personalities.

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9.14	Transparency in its financial, academic, administrative and auxiliary functions	Yes	
9.15	<p>1. Value addition by certification programs as well as technology training is focused through Skill Development Centre (APSSDC, IITB-RC, NPTEL, Spoken tutorial, SwayamPrabha).</p> <p>2. Student participation in Innovation, Incubation and Entrepreneurship activities.</p> <p>3. Departmental initiative for placements in core domains other than central Training and Placement cell.</p> <p>4. Alumni involvement in placement drive.</p> <p>5. The course coordinator system has been continued.</p> <p>6. Conduct of subject based Seminars and workshops have been continued. Involvement of students in various committees has been increased.</p> <p>7. The practice of conducting Guest lectures, Industrial visits and Industrial training has been enhanced.</p> <p>8. The functioning of Research groups to promote better quality research and publications has been strengthened.</p> <p>9. More Practical orientation is supported through Mini-projects, Technical seminars.</p> <p>10. Industry Internship is made mandatory for all students</p> <p>11. Program electives, Open electives and Mandatory courses as well as MOOCs are incorporated.</p> <p>12. Continuous inputs from all stakeholders like Alumni,</p>		<p style="text-align: right;">   25/8/2020  <b>Authorised Signatory</b>  <b>IQAC</b>  <b>Ramgarh Engineering College</b>  Murubanda, Ramgarh, Jharkhand-825101 </p>

Academicians and Industry experts are taken to improve the curriculum on regular basis.

13. To ensure a good character with better ethical values among the students, professional ethics course has been introduced in the curriculum for all the students

14. Additional Training on communication skills and soft skills is further increased.

15. Research aptitude among the students is inculcated through project implementations.

16. An Advisory Committee has been formulated for every department with suitable external members.

17. A regular monitoring of Academic growth is taken care by the College Advisory Board (CAB)

18. Improved Membership in various professional bodies like IEEE, CSI, ISTE, IEI, IETE, ISHRE

19. Institute has signed some MOUs and established Tie ups/collaborations with reputed organizations and Institutions

20. Improved class room facilities with ICT tools.

21. Participation of students in Sports, Games at National and International level, NCC, NSS activities.

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**Suggestions for improvement:**

1. More number of faculties should attend conferences/symposia (offline/online).
2. Number of students have declined who have qualified GATE exam, so some emphasize should be given on such type of exams.
3. Only one department has come up with a consultancy work, therefore all department should work towards this.

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