

**PVP SIDDHARTHA INSTITUTE OF TECHNOLOGY,(AUTONOMOUS)KANURU**  
**Internal Quality Assurance Cell**  
**Check List FOR INTERNAL AUDIT**

1. Perspective Plan and its outcome at the end of the Academic Year

2. Feedback from the stake holders

Students	Teachers	Employers	Alumni	Parents

- a) Empty formats forms
- b) Sample Collected feedback forms
- c) Summarized Feedback
- d) How did they utilize it for overall development?
- e) Action Taken forms

3. Quality Improvement strategies for R&D

a) Number of Quality publications (last year & CAY)

Journals

S. No	Title of paper	Name of the author/s	Name of journal	International / National	Month and year	ISBN/ISSN number	Journal impact factor	Indexing (SCI, Scopus, etc)	Financial assistance if any In Rs.

Conferences

s. No	Title of paper	Name of the author/s	Name of conference	International / National	Date (from-to)	ISBN/ISSN number	Journal impact factor	Indexing (SCI, Scopus, etc)	Financial assistance if any In Rs.

b) Departmental R&D Committee & its Activities

(i) Patents

A. Applied

S. No	name of the patents/projects	Name of the Principal Investigator	Name of the Co-Investigator	Date of application	Published or not

**B: Granted:**

S. No	name of the patents/projects	Name of the Principal Investigator	Name of the Co-Investigator	Date of Granted	National/ International	If Commercialised fund generated (Rs/-)

**(ii)Projects****A: Applied:**

S. No	Name of the Project	Internal/External	Name of the Principal Investigator	Name of the Co-Investigator	Value of the Project (Rs/-)	Date of application	Organization Name & Name of the Scheme

**B: Sanctioned:**

S. No	Name	Internal/ External	Name of the Principal Investigator	Name of the Co-Investigator	Organization Name & Name of the Scheme	Date of Sanctioned	Value of the Sanctioned Project (Rs/-)	Fund received till now	Fund received in this month

**C: Completed:**

S. No	Name of the Project	Internal/ External	Name of the Principal Investigator	Name of the Co-Investigator	Organization Name & Name of the Scheme	Sanctioned Date	Value of the Sanctioned Project (Rs/-)	Fund received	Date of submitted

**c) Incubation lab Activities**

S. No	Name of the LAB	Year of commencement	Contact information of the promoters

**4. Quality Improvement strategies for teaching learning.****a) Industry interaction.**

S.No	Name of the industry visited	No. of students participated	Name of the Program (B.Tech/M.Tech etc..)	Class and year of the students	Date of visit

**MoUs entered by the department**

S. No	Name of the Organization	Duration of MoU	Nature of MoU

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b) Admission of students

<i>S.No</i>	<i>Name of the course</i>	<i>I</i>	<i>II</i>	<i>III</i>	<i>IV</i>
	B.TECH				
	M.TECH(Specialization)				

c) Curriculum development

d) Number of online certification programs (last year & CAY)

<i>S. No</i>	<i>Name of the student/faculty</i>	<i>Name of the program</i>	<i>Nature of course</i>	<i>Date &amp; Year of completion</i>

Hint List the data in the order of the *Name of the program*

e) No of skill development programs(last year & CAY)

<i>S. No</i>	<i>Name of the student/faculty</i>	<i>Name of the program</i>	<i>Nature of course</i>	<i>Date &amp; Year of completion</i>

Hint List the data in the order of the *Name of the program*

f) No of events like hackathon, codevitaetc implemented.

<i>S. No</i>	<i>Name of the event</i>	<i>Date &amp; Year of event</i>	<i>Name of the student</i>	<i>Regd no</i>	<i>Participation /place of winning</i>

Hint List the data in the order of the *Name of the event*

g) Number of placements (last year & CAY).

<i>S. No</i>	<i>Name of the recruiting company</i>	<i>Month &amp; Year placed</i>	<i>Name of the student</i>	<i>Regd no</i>

Hint List the data in the order of the *recruiting company*

h) Number of high package offering companies visited (last year & CAY).

<i>S. No</i>	<i>Name of the recruiting company</i>	<i>Pay package offered</i>

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Hint List the data in the order of the *recruiting company*

- i) Measures taken to improve high package. In atleast 100 words
- j) Measures taken to improve no of placements. . In atleast 100 words
- k) Measures taken to improve National level Professional activities. . In atleast 100 words
- l) Domains identified for importing training for getting high packages. . In atleast 100 words
- m) Trainings offered to II BTech students.

Hint List the data in the order of the Training *company*

5)Role of alumni to the development of department

S. No	Student roll number	Name of the student	AADHAR / PAN number	Program graduated from (B.Tech/M.Tech/B.Com ect...)	Year of graduated	Details of Contribution

6) Trainings imparted to improve communication skills

Sno	Programme/Course	Number of students benefited

- 7) Motivation given to students to participate in co-curricular activities.
- 8) Suggestions given by external audit members& its implementation.
- 9) Initiation to the campus to make eco-friendly.
- 10) Computing facility in the departments.

	No. Of Computers in labs	No. Of Computers in Computer Centres	No. Of Computers in Office	No. Of Computers in Faculty rooms	No. Of Computers in Other places (Research labs, Research project, Labs)	Total Computers	Total Computers with internet connectivity
Existing							
Added during this month							
Total							

Student - Computer ratio:

11) Activities of the program specific labs and Records of overall program specific improvements.

12. Number of field projects or internships (last year & CAY)

<i>S. No</i>	<i>Name of the Organisation</i>	<i>Nature of linkages</i>	<i>List of faculty/students benefitted</i>

13. Number of new programs or courses introduced.

<i>Sno</i>	<i>Programme/Course</i>	<i>Date of introduction</i>

14. Details of the Career guidance given to students.

15. List of capability enhancement & development skills .

16. Development of e-content by teaching.

<i>S. No</i>	<i>Name of the course with code</i>	<i>Year offered to</i>

17. Segregation of student's projects

18. Pos & PSOs validation.

19. Adoption of best practices in prescribed format

20. Analysis of feedback & corrective actions for the overall departmental improvement..