CHAITANYA BHARATHI INSTITUTE OF TECHNOLOGY (A)

Academic and Administrative Audit Form (For the Departments)
Period to consider for Auditing Process: 1st July, 2021 - 30th June, 2022 (CAY: 2021-22)
PART – I: PRELIMINARY INFORMATION

	PAI	KI – I: PKELIM	INAKY INFORI	WIATION				
1.	Name of the Department	:						
2.	Date of Visit	:						
3.	Members of the Audit Cor	nmittee :						
	(i)							
	(ii)							
		PART -II:	ACADEMIC IN	FORMATI	ON			
Sl.						Remarks		
No								
1	(a) Courses Offered							
_	(#) 00#300 011010							
	NT 0.1 T				Year of			
	Name of the F	rogram	Inta	ake	Commencement			
_					of the program			
-								
-								
-								
-								
-	(b) Availability of Time Ta	bles:	I					
	(i) Consolidated Ti							
	(ii) Class Time Tabl	es						
	(iii)Individual Facul							
	(iv)Laboratory wise							
	(v) Individual Non-	Teaching/Faculty	Time tables					
	(vi)Calender							
2	Faculty Information:	D 1		A '1	1 1			
-		Required	D1- ::	Availa				
-	Professors		Regular	Co	ntract			
-	Associate Professors							
-	Assistant Professor							
-								
	Total(1:15)							
ŀ	(a) Faculty members with	<u>_</u>	I	l l				
	(i) Ph.D qualification:							
	(ii) Post Graduation							
	(iii) Any Other (spe							

(b) FSR Ratio (UG) :_____ PG: ____

More than 15 Years Between 8 to 15 Years Between 16 Name of the Bulleton Supporting Staff (a) Lab Assistants (b) Technicians (c) Programmers (d) Assistant Programmers (e) Assistants (g) Attenders S.No Name of the Supporting Staff (a) Lab Assistants (b) Technicians (c) Programmers (d) Assistant Programmers (e) Programmers (g) Assistants (g) Attenders S.No Name of the Supporting Staff (a) Report (with evidences) on Latest Changes brought in the Revision of Curriculum and Syllabus (b) Evidences of syllabus for UG and PG Programs (a) Report on three level Internal Audit Committee Findings and Action taken Report Audit I Audit II Audit III Audit II Audit III Audit II Audit III Audit Report on Laboratory-wise Facilities with the following data:	L		Tenure			N	lo. of Fa	culty			
Between to 8 Years Below 1 Year	More	than 15 Year				1	10. 01 1 a	curty			
Consolidated Experience of the teaching faculty considering outside experience. Sano											
(d) Consolidated Experience of the teaching faculty considering outside experience. Sno			rs								
S.no Name Designation Highest Date of the Faculty 1	Belov	v 1 Year									
of the Faculty	(d) (Consolidat	ed Experie	ence of	the teac	hing f	aculty	consideri	ng ou	tside experien	ace.
Details of Supporting Staff (a) Lab Assistants (b) Technicians (c) Programmers (d) Assistant Programmers (e) Computer Operators (f) Skilled Assistants (g) Attenders S.No Name of the Supporting Staff (a) Lab Assistant Programmers (e) Computer Operators (f) Skilled Assistants (g) Attenders S.No Name of the Supporting Staff (g) Attenders S.No Name of Upalification of Operators (h) Skilled Assistants (g) Attenders S.No Name of Upalification of Operators (h) Skilled Assistants (g) Attenders S.No Name of Upalification of Operators (g) Attenders S.No Name of Upalification of Operators (h) Skilled Assistants (g) Attenders S.No Name of Upalification of Operators (a) Report (with evidences) on Latest Changes brought in the Revision of Curriculum and Syllabus (b) Evidences of syllabus for UG and PG Programs (a) Report on three level Internal Audit Committee Findings and Action taken: Description Availability of Internal Audit Availability of Action taken Report Findings Report Audit II Audit II Audit III b) Report (with evidences) on supplementary Teaching Tools / ICT c) Any Other relevant information	S.no	of the	Designation			Joinin	ng in i		joini	ng CBIT	
(a) Lab Assistants (b) Technicians (c) Programmers (d) Assistant Programmers (e) Computer Operators (f) Skilled Assistants (g) Attenders S.No Name of the Supporting Staff Name of Supporting Staff Name of CBIT (Academic Institute/Industry) I	1		-				-	-			
the Supporting Staff Qualification of Joining in CBIT (Academic Institute/Industry) 1	(c) P (d) A (e) C (f) S	Programme Assistant Pr Computer (Skilled Ass	rs rogramme: Operators	rs							
(a) Report (with evidences) on Latest Changes brought in the Revision of Curriculum and Syllabus (b) Evidences of syllabus for UG and PG Programs (a) Report on three level Internal Audit Committee Findings and Action taken: Description Availability of Internal Audit Availability of Action taken Report Findings Report Audit I Audit II Audit III b) Report (with evidences) on supplementary Teaching Tools / ICT c) Any Other relevant information (a) Report on Laboratory-wise Facilities with the following data:	S.No	the Suppo	,	gnation			of Joining in	in CBIT		before joining CBIT (Academic	Experience
Syllabus (b) Evidences of syllabus for UG and PG Programs (a) Report on three level Internal Audit Committee Findings and Action taken: Description	1										
Audit II Audit III b) Report (with evidences) on supplementary Teaching Tools / ICT c) Any Other relevant information (a) Report on Laboratory-wise Facilities with the following data:	(a) I	-	h evidence	es) on I	Latest C	hange	s broug	ght in the	Revi	sion of Curric	culum and
Audit II Audit III b) Report (with evidences) on supplementary Teaching Tools / ICT c) Any Other relevant information (a) Report on Laboratory-wise Facilities with the following data:	(a) F	Evidences of Report on t	hree level	Interna	al Audit	: Comi	mittee]				ken Report
Audit III b) Report (with evidences) on supplementary Teaching Tools / ICT c) Any Other relevant information (a) Report on Laboratory-wise Facilities with the following data:	(b) I (a) I Desc	Evidences of Report on teription	hree level	Interna	al Audit	: Comi	mittee]				ken Report
b) Report (with evidences) on supplementary Teaching Tools / ICT c) Any Other relevant information (a) Report on Laboratory-wise Facilities with the following data:	(a) F Description	Evidences of Report on the cription	hree level	Interna	al Audit	: Comi	mittee]				ken Report
c) Any Other relevant information (a) Report on Laboratory-wise Facilities with the following data:	(a) F Desc Audi Audi	Report on teription	hree level	Interna	al Audit	: Comi	mittee]				ken Report
c) Any Other relevant information (a) Report on Laboratory-wise Facilities with the following data:	(a) F Desc Audi Audi	Report on teription	hree level	Interna	al Audit	: Comi	mittee]				ken Report
(a) Report on Laboratory-wise Facilities with the following data:	(a) F Desc Audi Audi Audi	Report on to cription it I it II	Availab Finding	International In	al Audit Interna	Comi	mittee]	Avail	ability	y of Action tal	ken Report
	(a) F Desc Audi Audi Audi (b) F	Report on to cription it I it II Report (with	Availab Finding	International In	al Audit Interna	Comi	mittee]	Avail	ability	y of Action tal	ken Report
(i) Equipment /Software Details(ii) Procurement of additional equipment / Software (in the current academic year if	(b) F (a) F Desc Audi Audi Audi (b) F	Report on to cription it I it II Report (with	Availab Finding	International In	al Audit Interna	Comi	mittee]	Avail	ability	y of Action tal	ken Report
any).	(a) F Desc Audi Audi (b) F (c) A	Report on to the cription it I it III Report (with Any Other Report on I it I it III	Availab Finding h evidence relevant in Laboratory	International In	al Audit Internart supplem ion Facilitie Details	c Commentary	mittee it Teach	Availating Tools	ability s / IC	y of Action tal	

	(b) Report on Consol	idated	Computing facilities	es in the Depar	tment					
	(i) Number of	PCs_								
			vare/ Software pack	=	n Tools					
			vailable:							
	(c) Availability of up		_							
	(d) Adoption of safety	y meas	sures in the Departr	ment:						
7	Report on Faculty Imp	provei	ment/Enrichment F	Programmes :						
	(a) FDP/STTP/Work	shops	/Seminars organize	ed by the Depar	tment :					
	(b) Conferences organ	nized l	by the Department:							
	(c) FDP/STTP/Work		-							
	(d) Conferences atter	-		j j						
	(e) Any Other releva									
	(c) This other releva									
	(a) Danast on Danass	ala Darla	liantiana.							
8	(a) Report on Research									
	(i) No. of publicati • Nation		Journals :							
	• International:									
	(ii) No. of publications in Conferences									
	• National :									
	Internat	ional:								
	(b) Report on Patents/ copyrights/Industrial Designs :									
	(i) Published:									
	(ii)Granted:									
9	(a) Report on Ongoing Research/Sponsored Research Project Details:									
	Title		Name of PI and	Funding	Amou	nt in	Status			
			Co-PI	Agency	Rs					
	Any Other relevant information									
	(b) Report on Consul	(b) Report on Consultancy Details:								
	NI CE I	C11		Trial CC	14		(D : 1			
	Name of Faculty (Chief Consultant)	Cli	ent Organization	Title of Consi	ultancy		ount Received Rupees)			
	(= 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2			-J			r/	_		
						1		_		

г

	Any Other relevant information	
10	Report on Student Projects and their outcomes in terms of publications/ IPR (CAYm1) (a) UG (b) PG	
11	Report on MoUs and Ongoing /Completed Activities	
12	Report on Library, Internet & other facilities: (a) Library and Information Centre	
	(Furnish Programme-wise Details):	
	(i) Number of Titles:	
	(ii) Total volumes of Books:	
	(iii) Number of Journals:	
	(iv) Online Journals Subscriptions:	
	(v) Online e-books Subscriptions:	
	(vi) Any other item:	
	(b) Department Library:	
	(Furnish Programme-wise Details):	
	(i) Number of Titles:	
	(ii) Total volumes of Books:	
	(c) Internet Connectivity:	
13	Report on Placement, Internship and Training activities: (a) Placement Activities:	
	(i) Number of companies Visited:	
	(ii) Number of Students Placed:	
	(iii) Highest Salary offered	
	(iv) Average salary offered:	
	(v) Median Salary offered	
	(b) Internship Activities:	
	(i) Number of Organizations offered Internships:	
	(ii) Number of Students carried out Internships:	
	(iii) Number of Internships carried out with stipend:	
	(iv) Total Number of Internships:	

	(v) Highest Stipend offered :	
	(c) Report on Training Activities/coding school activities/soft skills conducted for your Department students by Career Development Centre/your Department:	
14	CAYm1	
	(a) Report on overall Results (B.E/B.Tech)	
	(i) Overall Pass Percentage (ii) Percentage of Distinctions (iii)Percentage of First Classes	
	Note: Report on CO and PO attainments are to be evidenced	
	(b) Report on Semester wise results (B.E/B.Tech)	
	I Semester Pass %	
	II Semester Pass %	
	III Semester Pass %	
	IV Semester Pass %	
	V Semester Pass %	
	VI Semester Pass %	
	VII Semester Pass %	
	VIII Semester Pass %	
	Number of Students discontinued from the program:	
	(c) Report on overall Results (PG Programs : M.E/M.Tech/MBA/MCA)	
	(i) Overall Pass Percentage (ii) Percentage of Distinctions (iii)Percentage of First Classes	
	Note: Report on CO and PO attainments are to be evidenced	
	(d) Report on Semester wise results (PG Programs : M.E/M.Tech/MBA/MCA) I Semester Pass %	
	II Semester Pass %	
	III Semester Pass %	
	IV Semester Pass %	
	V Semester Pass %	
	VI Semester Pass %	
	Number of Students discontinued the program:	
15	(CAYm1) Report on Co-Curricular and Extra-Curricular Activities (with evidences)	
16	(a) Report on Stakeholder's feedback	
	Evidences of Feedback reports and action proposed /taken for	

		(i) Program exit survey							
	(ii) Course exit survey (iii) Alumni								
		(iv)Employers							
		(v) Parents							
		(, , =							
	(b) Evi	dences of Feedback reports on the	e Faculty and action proposed	/taken reports :					
17									
	(a) Board of Studies								
	(b) Department Advisory Board								
	(c) Department Research Committee								
	(d) Programme Assessment and Quality Improvement Committee								
	(e) Cou	irse Expert Group							
	(f) Cor	nmon Course Committee							
	(g) Mu	ltiple Course Committee							
	(h) An	y other Academic Committee							
18	Report or	Student mentoring and counsel	ing process with evidences:						
19	Report or	Infrastructural Details of the De	epartment:						
	(a) Class	s rooms/Tutorial rooms/Drawing	Halls/Laboratories/Departme	nt Library/ HoD Offic	ce				
		_	-	= 101 1102 0111					
	/Facu	lty rooms/seminar halls/waiting	nails etc						
	S.No	Description	Hall/Room Numbers	Area (inSq mts)					
	1.	Class Room	A201	XXXX					
	2.								
	(b) Number of LCD Projectors/Digital Boards available in class rooms/seminar Halls/								
	(b) Numl	er of LCD Projectors/Digital Bo	oards available in class rooms	/seminar Halls/					
			oards available in class rooms	/seminar Halls/					
	Labo	ratories		 /seminar Halls/					
	Labo			 /seminar Halls/					
	Labor (c) Infor	ratories rmation on any other Teaching A	.ids:						
20	Labor (c) Infor	ratories rmation on any other Teaching A ken report of the previous year	.ids:		of				
20	Laborate (c) Information (c) Action ta	ratories rmation on any other Teaching A ken report of the previous year	ids: "Academic Audit" findings	and the effectiveness					
20	Laboration tathe same: Action ta	ratories rmation on any other Teaching A ken report of the previous year	ids: "Academic Audit" findings	and the effectiveness					
21	Action ta the same: Action ta effectiver	ratories rmation on any other Teaching A ken report of the previous year ken report of the previous year ess of the same:	ids: "Academic Audit" findings	and the effectiveness					
	Action ta the same: Action ta effectiver	ratories rmation on any other Teaching A ken report of the previous year ken report of the previous ye	ids: "Academic Audit" findings	and the effectiveness					
21	Laborate (c) Information to the same: Action to the effective of the same of	ratories rmation on any other Teaching A ken report of the previous year ken report of the previous year ess of the same:	ids: "Academic Audit" findings ar "Program Exit Survey F	and the effectiveness					
21 22 Note:	Laborate (c) Information (c) Information taken the same: Action taken the same: Action taken the same: Any other Furnish the desired the same:	ratories rmation on any other Teaching A ken report of the previous year ken report of the previous year ken report of the previous years of the same:	ids: "Academic Audit" findings ar "Program Exit Survey F	and the effectiveness	nd				
21 22 Note:	Laborate (c) Information (c) Information taken the same: Action taken the same: Action taken the same: Any other Furnish the desired the same:	ratories mation on any other Teaching A ken report of the previous year ken report of the previous year ken report of the previous years of the same: r Relevant information:	"Academic Audit" findings ar "Program Exit Survey F	and the effectiveness eedback" findings ar	nd				
21 22 Note:	Laborate (c) Information (c) Information taken the same: Action taken the same: Action taken the same: Any other Furnish the description of the same:	ratories mation on any other Teaching A ken report of the previous year ken report of the previous year ken report of the previous years of the same: r Relevant information:	"Academic Audit" findings ar "Program Exit Survey F	and the effectiveness eedback" findings ar	nd				