**Sant longowal institute of engineering & technology**

**ACADEMIC AUDIT (20\_\_ - 20\_\_\_)**

**PROFORMA OF ASSESSMENT**

1. **Name of the Department :**
2. **Reviewer (Name, Designation & Address) :**
3. **Date of Review:**

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| **NOTE:**   1. Please grade in the box provided for the following parameters in the range of 1-10 with 10 being the highest. 2. Leave ‘blank’ for ‘No Comment’. 3. Kindly give your opinion on the strength and weakness of the Department and your suggestions for future growth. |

1. **ACADEMICS**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **A.1** | **ICD Program** | **Score** | | |
|  |  | Self assessment | | Expert assessment |
|  | Curriculum (Structure, Course Syllabi, Flexibility), Theory/ practical (contents/ratio). |  | |  |
|  | Equivalence and Relevance of curriculum at national level |  | |  |
|  | Formal Academic Load on Students [Teaching, Laboratory/Practical, Projects (minor/major)] |  | |  |
|  | Evaluation Process (Continuing Evaluation, and End-Term Evaluation) |  | |  |
|  | Tour/Training/Industrial visits/Internship opportunities provided during the year |  | |  |
|  | Effectiveness of Assisted Learning, Tutorial System for ICD Students/ Seminars (Refer Course File) |  | |  |
|  | Faculty Mentoring/Faculty Advisor System for Students/Class of Students |  | |  |
|  | Practical activities, non-academic and totally related to a specific trade for skill development and *developing expertise in a particular group of techniques.* |  | |  |
|  | Linkage of ICD programs to outcome based vocational education (Industry linkage) |  | |  |
|  | Availability of workshop type lab/laboratory for providing hand on training to the students for skill development |  | |  |
|  | **Total Score (out of 100)** |  | |  |
|  | **UG Program** | **Score** | | |
|  | Curriculum (Structure, Course Syllabi, Flexibility) | Self assessment | Expert assessment | |
|  | Status of study material developed by faculty for students |  |  | |
|  | Relevance of contents of courses taught to the students and scope of improvement (revision of syllabus, addition of new experiments) |  |  | |
|  | Formal Academic Load on Students [Teaching, Laboratory/Practical, Projects(minor/major)] |  |  | |
|  | Modern teaching methods in practice other than the conventional methods  E-Assisted Learning   1. Availability of Library Resources 2. Multi-Media Assisted Teaching |  |  | |
|  | Evaluation Process (Continuing Evaluation, and End-Term Evaluation)   1. Theory and tutorial 2. Practical (case studies) |  |  | |
|  | Faculty–Student Interaction (Whether any slot is fixed for the students to interact with a teacher, after classes/labs |  |  | |
|  | Tour/Training/Industrial visits/Internship opportunities |  |  | |
|  | Effectiveness of Assisted Learning in Tutorial classes/seminars for Students  Faculty Mentoring/Faculty Advisor System for Students/Class of Students |  |  | |
|  |  |  | |
| 10 | Placement %age/higher studies options (last three years) |  |  | |
|  | **Total Score (out of 100)** |  | | |
|  | **PG Program (Separate for each program)** | **Score** | | |
|  | Curriculum (Structure, Course Syllabi, Flexibility) | Self assessment | Expert assessment | |
|  | Formal Academic Load on Students [Teaching, Laboratory/Practical, Projects(minor/major)] |  |  | |
|  | Evaluation Process (Continuing Evaluation, and End-Term Evaluation) |  |  | |
|  | Relevance of contents of courses taught to the students and scope of improvement |  |  | |
|  | Modern teaching methods in practice other than the conventional method  E-Assisted Learning   1. Availability of Library Resources and Major Search Engines (like Scopus, Web of Science) 2. Multi-Media Assisted Teaching |  |  | |
|  | Technical Societies/ Colloquium for Students   1. Departmental Society 2. Student Chapter(s) of Professional Societies |  |  | |
|  | Tour/Training/Industrial visits/Internship opportunities |  |  | |
|  | Collaboration with other departments (within institute) |  |  | |
|  | Faculty Mentoring/Faculty Advisor System for Students/Class of Students |  |  | |
|  | Monitoring and continuous evaluation of the project work assigned to the students (mechanism) |  |  | |
|  | **Total Score (out of 100)** |  |  | |

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| --- | --- | --- | --- | --- |
| **A.4** | **Doctoral (Ph.D) Programmes** | **Score** | | |
| 1. | Intake of Ph.D Students | Self assessment | Expert assessment | |
| 2. | Admission Process |  | |  |
| 3. | Pre-Ph.D Courses and Evaluation Process |  | |  |
| 4. | Breadth and Depth of Knowledge of Students |  | |  |
| 5. | Seminar/ Presentations and Technical Communication |  | |  |
| 6. | Research Facilities available in the Department |  | |  |
| 7. | Average No. of Research Students/Faculty |  | |  |
| 8. | Average No. of Research Papers of Ph. D Students (Indexed Journals) |  | |  |
| 9. | Average Duration to Complete Ph.D (years) |  | |  |
| 10. | Participation of Research Scholars in Conferences/Workshops |  | |  |
|  | **Total Score (out of 100)** |  | |  |

1. **RESEARCH**

|  |  |  |  |
| --- | --- | --- | --- |
|  |  | **Score** | |
|  | Research Ambience in the Department | Self assessment | Expert assessment |
|  | Research Awareness among Doctoral Students |  |  |
|  | Thrust areas of research in the department |  |  |
|  | Quality of Research |  |  |
|  | Collaborations with other departments (within the institute) and at National, and International levels. |  |  |
|  | Impact and Quality of Publications |  |  |
|  | Relevance of Research to Knowledge Generation and Social Relevance |  |  |
|  | Student Exposure for Attending Quality Conferences/Symposia |  |  |
|  | Inter departmental collaborations |  |  |
|  | Industry/externally funded sponsored research  (Numbers and amount) |  |  |
|  | **Total Score (out of 100)** |  |  |

**General Comments on,**

* + - 1. Plan of action of the department for the next five years (in view of NEP 2020)
      2. Significant achievements of the department (faculty/Staff/Students)
      3. Placement record of the department (Last three years)
      4. Scope for training of faculty/staff for further strengthening the teaching-learning process for strengthening the curriculum with the addition of new courses having relevance at National and International levels.
      5. Effective/Continuous monitoring of faculty/staff in delivery the course contents (at departmental level) for enhancing the teaching-learning process.
      6. Technical Societies/ Colloquium for Students

1. Departmental Society
2. Student Chapter(s) of Professional Societies
   * + 1. Scope of improvement in the presenting teaching –learning process
       2. The skill and expertise of the faculty/Technical staff in the department (specific)
       3. Strengthening laboratory infrastructure (adding of new equipment’s and use of present facility for optimum use)
       4. Any other point

**C.** **Departmental Infrastructure**

|  |  |  |  |
| --- | --- | --- | --- |
|  |  | Score | |
| 1 | Adequacy of Class Rooms and Multi-Media Facility | Self assessment | Expert assessment |
| 2 | Availability of Laboratories |  |  |
| 3 | Availability of Conference/Seminar Room, etc |  |  |
| 4 | Availability of Seating Space for Faculty and Research Students |  |  |
| 5 | Availability of Internet Services in Research Labs and Class Rooms |  |  |
| 6 | Departmental Library and E-Resources |  |  |
| 7 | Computing Facilities and Software |  |  |
| 8 | Adequacy of Offices and Furnishing for Faculty |  |  |
| 9 | Faculty- Student Ratio |  |  |
| 10 | Support Staff (Technical/Administrative) Adequacy |  |  |

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| **SWOT analysis by the department**  **Strengths:**  **Weaknesses:**  **Opportunities:**  **Threats:**  **Suggestions for improvement:** |

**D. Outcomes**

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| --- | --- | --- | --- |
|  |  | Score | |
| 1 | i. Placements for ICD  ii. Placement of B. Tech  iii. Placement of Masters Student  iv. Placement of Ph. D Students | Self assessment | Expert assessment |
| 2 | Average No. of Ph. Ds Awarded per Year |  |  |
| 3 | Publications per Faculty in Indexed Journals/Year (Average of last three years) |  |  |
| 4 | Average Citations per Faculty/Year (Last-Three Years) (Web of Science/Scopus) |  |  |
| 5 | Recognitions; Awards (National/International) to Faculty/Students |  |  |
| 6 | Consultancy and Externally Funded Projects |  |  |
| 7 | No. of Ph.D. graduates who took Academics as Career (Last 5 Years) |  |  |
| 8 | Students offered for higher studies |  |  |
| 9 | No. of qualified students NET/GATE/CAT etc  (State/Central Civil Services) |  |  |
| 10 | Entrepreneurship |  |  |

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| Comments & Suggestions for Improvement |

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**SUMMARY SHEET**

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| --- | --- | --- | --- |
| 1. | Name of the Department |  | |
| 2. | Name of Reviewer  Designation & Address | **From Academia** | **From Industry** |
|  |  |
| 3. | Date of Meeting |  | |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Score Summary** | | | | | | | |
| Academic | | | | Research  (Max Score 100) | Departmental Infrastructure  (Max Score 100) | Outcome  (Max Score 100) | Total Score  (700) |
| ICD Program  (Max Score 100) | UG Program  (Max Score 100) | PG Programs  (Max Score 100)  (Average of all PG programs) | Doctoral Program  (Max Score 100) |
|  |  |  |  |  |  |  |  |

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| **Note:** 1. Marks mentioned above is the average of the marks given by the experts.  2. If marks have not been allotted for some attributes by the experts, total score can be scaled to maximum marks. |

**Name & Signature of HOD**