



**Bapatla Engineering College, Bapatla**  
(Autonomous)  
Internal Quality Assurance Cell (IQAC)



**Summary Report of Academic Audit 2022-2023**

The internal academic audit for the academic year 2022-2023 was successfully completed as per the schedule given in circular dated January 4th and 5th, 2024. The Purpose of the Audit is to provide the opportunity for a regular strategic overview of the Institution regarding the overall performance. The Self Evaluation Reports of all the Departments were presented to the external peer member. Dr. R. Suresh Kumar, Professor, BMS College of Engineering Bengaluru, visited the departments on 29th January 2024 and verified the audit related documents. The Peer Team Member appraised different aspects of the submitted documents and authenticated them with the supporting evidence as per the format. Principal, Convener - IQAC, Deans, Heads of Departments, and IQAC team members participated in a meeting with external auditor to conclude with the closing remarks. The following report consolidates the findings and puts forth the suggestions and areas of improvements possible in the future.



  
**Dr. P. Sundara Kumar**  
M.Tech., Ph.D.,  
Professor & Convener - IQAC  
Bapatla Engineering College  
BAPATLA

## List of Internal Auditors



**Bapatla Engineering College:: Bapatla**  
**(Autonomous)**  
**Internal Quality Assurance Cell (IQAC)**



Ref.:- BEC/A6/2023/743

Date: December 30, 2023

### C I R C U L A R

#### [ACADEMIC AUDIT SCHEDULE]

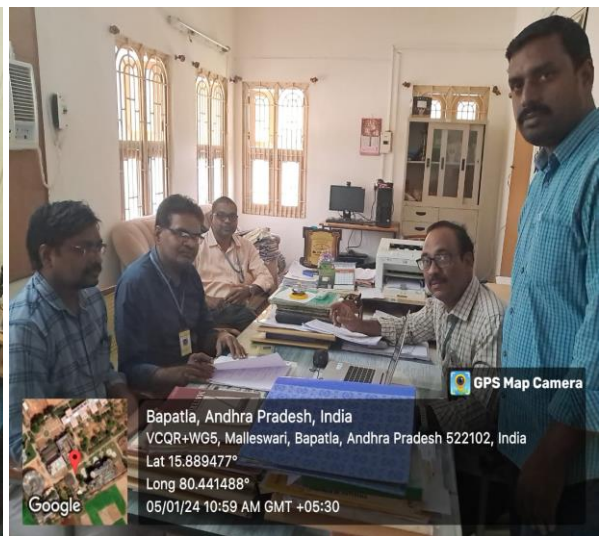
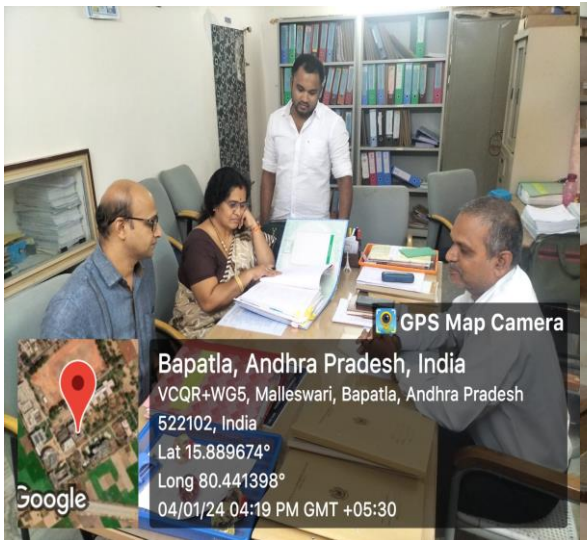
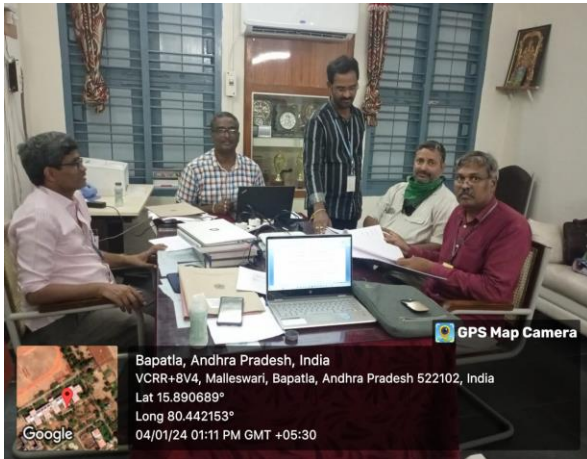
The following is the schedule of Academic audit for the year 2022-2023 to be conducted by IQAC of BEC. Hence, all the Heads of the departments are requested to instruct concerned coordinators to cooperate with the IQAC team members for smooth conduct of Academic Audit. IQAC convener will address the members of the audit committee regarding the methodology of the audit. The template of academic audit is already circulated to all the departments.

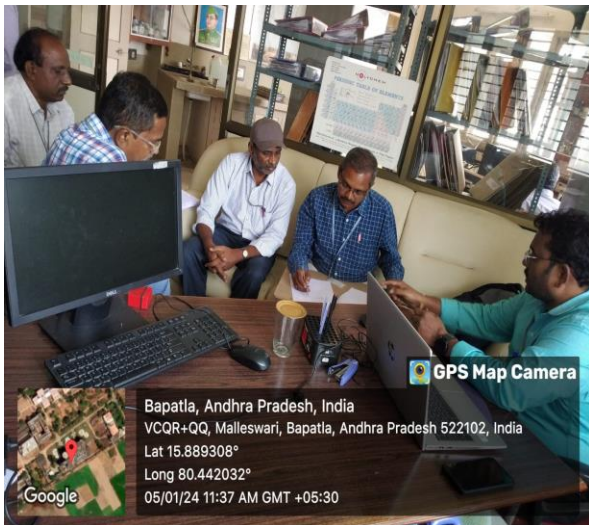
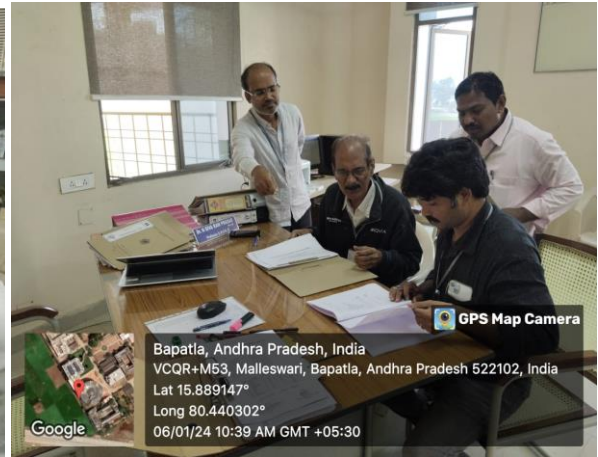
Date of Audit	Time	Departments	Members of Audit Committee
04.01.2024 (THU)	8:00 to 10:00 am	CE	1. Dr. P. Pardhasaradhi, Professor, CSE 2. Dr. A. Praveen, Assistant Professor, Mechanical
	8:00 to 10:00 am	CB&DS	1. Dr. B. Ratna Sunil, Associate Dean(R&D), 2. Dr. P. Vijaya Saradhi, Professor, Maths
	8:00 to 10:00 am	CSE	1. Dr. Ch. Maruthi Devi, Professor, CE 2. Dr. J. Ravindra, Assistant Professor, EEE
	8:00 to 10:00 am	ECE	1. Dr. P. S.V. Vachaspathi, Professor, CSE 2. Sri N. Karunakar, Assistant Professor, Maths
	8:00 to 10:00 am	EEE	1. Dr. D. Sameer Kumar, Associate Professor, ME 2. Dr. Ch. V.M.S.N. Pavan Kumar, Assistant Professor, ECE
	11:00 to 01:00 pm	EIE	1. Dr. V. Madhavarao, Associate Professor, Chemistry 2. Dr. M. Suneel, Assistant Professor, ECE
	11:00 to 01:00 pm	IT	1. Dr. K. Rama Krishna, Professor, Physics 2. Dr. N. Rafi, Assistant Professor, Maths
	11:00 to 01:00 pm	ME	1. Dr. P. Asha Madhavi, Assistant Professor, English 2. Dr. P. Ravi Kumar, Assistant Professor, IT
05.01.2024 (FRI)	11:00 to 01:00 pm	Chemistry	1. Sri. B. V. Kumara Swamy, Associate Professor, EIE 2. Dr. CH. Anjaneyulu, Assistant Professor, Physics
	8:00 to 10:00 am	Maths	1. Dr. M. Venkateswara Rao, Professor, ME 2. Mr. K. Jaya Sundar, Assistant Professor, CE
	8:00 to 10:00 am	Physics	1. Dr. T. Srinivasa Rao, Associate Professor, Maths 2. Dr. G. Ravi Kumar, Assistant Professor, English
	11:00 to 01:00 pm	English	1. Dr. N. Karthik, Associate Professor, EEE 2. Mrs K. Bharathi, Assistant Professor, MCA
	11:00 to 01:00 pm	MCA	Mr. K Sundeep, Saradhi, Assistant Professor, CB&DS

  
30/12/23  
PRINCIPAL

To  
All Deans & Associate Deans;  
All HoDs;  
All HoDs for Staff Circulation  
Library for s/c;  
Physical Education Department;  
The T&P Cell;  
Convener, IQAC;  
The Office Superintendent;

## Internal Auditor's Visit to the Departments (January 4th and 5th, 2024)







# Bapatla Engineering College

(Autonomous)

Mahatmaji Puram, BAPATLA-522102, Guntur (Dt.), A.P., INDIA

*Sponsored by the Bapatla Education Society*

Approved by AICTE :: Affiliated to Acharya Nagarjuna University

Estd.1981

Dr. NAZEER SHAIK, M.Tech., Ph.D.  
PRINCIPAL

Date: 22-Jan-2024

To,

**Dr. R.Suresh Kumar**

Assistant Professor

Dept. of Mechanical Engineering

BMS College of Engineering

Bengaluru

rsureshkumar.mech@bmsce.ac.in

Sir,

**Sub:** Appointment of Expert Member in Annual Academic Auditing. -Reg.

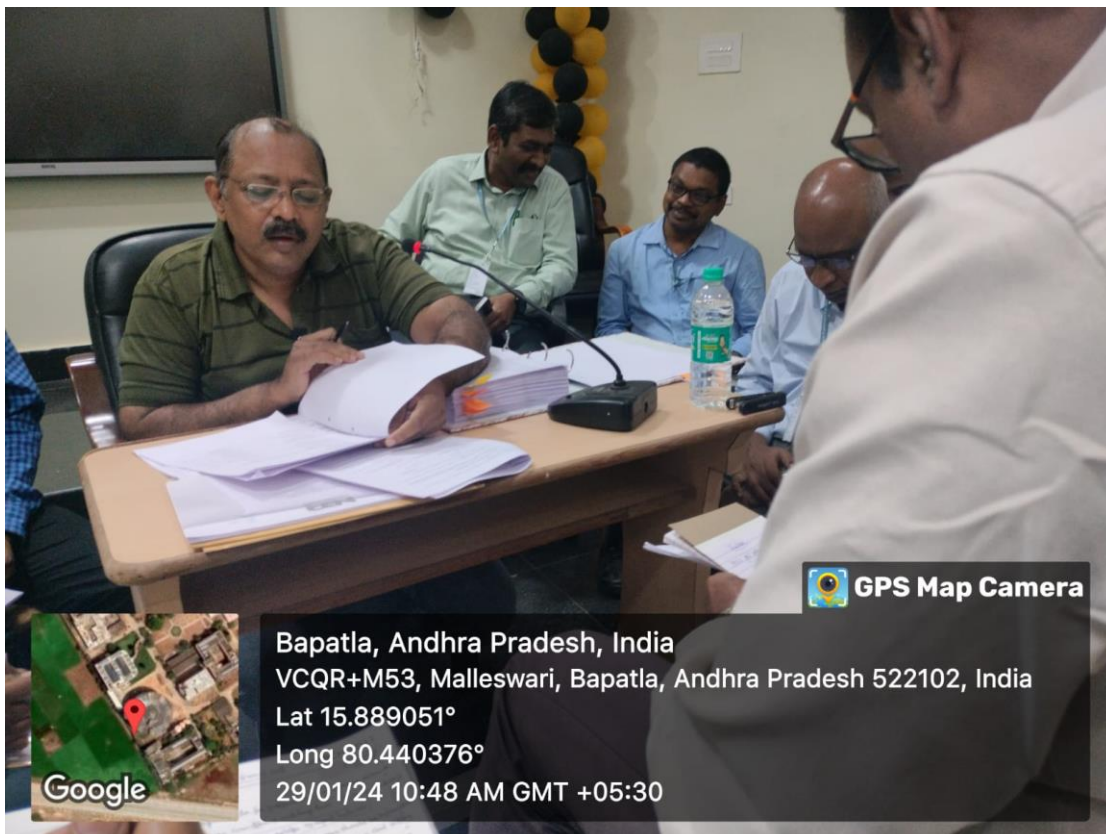
\* \* \*

I am glad to inform you that you have been appointed as an external member for annual academic audit in our Bapatla Engineering College, Bapatla. You are therefore requested to make it convenient to present on 29.01.2022 at 9.00 am. In the Principal chamber for evaluate the academic audit in our institution.

Thanking You

PRINCIPAL  
Bapatla Engineering College  
BAPATLA - 522 101.

External Auditor Visit to the Departments (29th January 2024)



# Sample evaluation Form

## Internal Quality Assurance Cell (IQAC)

BAPATLA ENGINEERING COLLEGE (A) :: BAPATLA – 522102.

### INTERNAL ACADEMIC AND ADMINISTRATIVE AUDIT

(AAA for the Departments)

DEPARTMENT: .....

#### AUDIT DATA

S.No	Particulars	Remarks by the Auditor																																						
<b>I. Students Information</b>																																								
1	<p>a) Programs Offered</p> <table border="1"> <thead> <tr> <th>S.No</th> <th>Name of the Program</th> <th>Sanctioned Intake</th> <th>Admitted</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>	S.No	Name of the Program	Sanctioned Intake	Admitted																																			
S.No	Name of the Program	Sanctioned Intake	Admitted																																					
2	<p>Details of Students for the Current Academic Year</p> <p>a) No of Students Year Wise</p> <table border="1"> <thead> <tr> <th>Year</th> <th>UG</th> <th>PG</th> </tr> </thead> <tbody> <tr> <td>I</td> <td> </td> <td> </td> </tr> </tbody> </table> <p>Category Wise Admissions</p> <table border="1"> <thead> <tr> <th rowspan="2">Year</th> <th colspan="2">SC</th> <th colspan="2">ST</th> <th colspan="2">OBC</th> <th colspan="2">EWS</th> <th colspan="2">GEN</th> </tr> <tr> <th>Boys</th> <th>Girls</th> <th>Boys</th> <th>Girls</th> <th>Boys</th> <th>Girls</th> <th>Boys</th> <th>Girls</th> <th>Boys</th> <th>Girls</th> </tr> </thead> <tbody> <tr> <td>I</td> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table> <p>Best Rank                      EAPCET :                      ECET                      PGCET:</p> <p>Lowest Rank                      EAPCET :                      ECET                      PGCET:</p> <p>Average MPC Score ( I Year ) :</p>	Year	UG	PG	I			Year	SC		ST		OBC		EWS		GEN		Boys	Girls	Boys	Girls	Boys	Girls	Boys	Girls	Boys	Girls	I											
Year	UG	PG																																						
I																																								
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	Boys	Girls	Boys	Girls	Boys	Girls	Boys	Girls	Boys	Girls																														
I																																								

3	<p>Results</p> <p>a) No of Graduates in UG and in PG for the academic Year</p> <table border="1" data-bbox="199 353 1289 663"> <thead> <tr> <th colspan="3">UG</th> <th colspan="3">PG</th> </tr> <tr> <th>No of Students in that batch (including Laterals)</th> <th>No of students graduated</th> <th>Pass percentage</th> <th>No of Students in that batch</th> <th>No of out going students</th> <th>Pass percentage</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table> <p>b) Results for the academic Year</p> <table border="1" data-bbox="199 757 1289 927"> <thead> <tr> <th>Semester</th> <th>No of Students appeared the Exam</th> <th>No of Students Passed</th> <th>Pass Percentage</th> </tr> </thead> <tbody> <tr> <td>I</td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>	UG			PG			No of Students in that batch (including Laterals)	No of students graduated	Pass percentage	No of Students in that batch	No of out going students	Pass percentage							Semester	No of Students appeared the Exam	No of Students Passed	Pass Percentage	I				
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I																												
4	<p>Mentoring/ Counselling Process</p> <ul style="list-style-type: none"> <li>List of Mentors and Mentees</li> <li>Proofs of Mentor and Mentee interactions and evidence of Success</li> </ul>																											
5	<p>Details of Student Projects and their outcomes i) UG ii)PG</p>																											
6	<p>Details of Placement, Internship and Training activities:</p> <p>(a) Placement Activities:</p> <p>(b) Internship Activities:</p> <p>(c) Details of Training Activities/coding school activities/soft skills / Skill Development Courses conducted for your Department students</p>																											
7	<p>Details on MoUs and Ongoing /Completed Activities</p>																											
8	<p>Particulars of Co-Curricular and Extra-Curricular Activities (with proofs )</p> <p>(i)Detailed list of Events conducted by College / Department</p> <p>(ii) Events attended by the students Inside/ outside the institute (Participation and won prizes) at the College Level / District Level / National / International Level</p> <p>(iii) Detailed list of Participants/ Prizes / Awards won by the students in NCC/NSS/Extension activities</p>																											
<p><b>II Faculty Information</b></p>																												



9

## a) Faculty Information

S.No	Number	As per Requirement (1:20 based on sanctioned intake)	Present
1	Professors		
2	Associate Professors		
3	Assistant Professors		
4	Total		

## b) Faculty members with

(i) Ph.D qualification : \_\_\_\_\_

(ii) Post Graduation Qualification and Registered for Ph. D : \_\_\_\_\_

(iii) Post Graduation Qualification but Not registered for Ph.D. Faculty:

SFR - UG : PG:

## List of Faculty

S.No.	Name	Sex	Designation	Highest Qualification	Date of Joining	Experience in BEC	Experience outside BEC in Teaching	Industrial Experience	Total Experience
1									

Number of Faculty :

Male :

Female :

Faculty with more than 15 years of Teaching Experience	
Faculty with more than 8 years of and less than 15 Years Teaching Experience	
Faculty with more than 1 years of and less than 8 Years Teaching Experience	
Faculty with less than 1 years of Teaching Experience	

## c) Non Teaching Faculty

S.No.	Name	Sex	Designation	Highest Qualification	Date of Joining	Experience in BEC	Experience outside BEC in Teaching	Industrial Experience	Total
1									
2									

Total Non Teaching Staff :

Male :

Female

10	<p>Details on Faculty Improvement/Enrichment Programmes :</p> <p>(a) FDP /STTP/Workshops/Seminars organized by the Department :</p> <p>(b) Conferences organized by the Department:</p> <p>(c) FDP /STTP/Workshops/Seminars attended by the faculty:</p> <p>(d) Conferences attended by the Faculty:</p> <p>(e) Any Other relevant information _____</p>																									
11	<p>(a) Details of Research Publications:</p> <p>(i) No. of publications in Journals (National/International)</p> <p>(ii) No. of publications in Conferences (National/International)</p> <p>(iii)Books / Book Chapters</p> <p>(b) Details of Patents/ copyrights/Industrial Designs :</p>																									
12	<p>(a) Details on Ongoing Research/Sponsored Research Project Details:</p> <table border="1" style="width:100%; border-collapse: collapse; margin-bottom: 10px;"> <thead> <tr> <th style="width:10%;">S.No</th> <th style="width:25%;">Name of The Faculty</th> <th style="width:20%;">Project Proposal</th> <th style="width:10%;">Amount</th> <th style="width:15%;">Funding Agency</th> <th style="width:20%;">Status (Submitted / In Progress / Completed)</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table> <p>(b) Report on Consultancy Details:</p> <table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="width:10%;">S.No</th> <th style="width:20%;">Name of The Faculty</th> <th style="width:15%;">Nature / Title</th> <th style="width:15%;">Amount</th> <th style="width:10%;">Client</th> <th style="width:30%;">Status ( Submitted / In Progress / Completed)</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>	S.No	Name of The Faculty	Project Proposal	Amount	Funding Agency	Status (Submitted / In Progress / Completed)							S.No	Name of The Faculty	Nature / Title	Amount	Client	Status ( Submitted / In Progress / Completed)							
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III Budget and Facilities																										
13	<p>Details of Budget Proposals Submitted</p>																									
14	<p>(a) Details on Laboratory-wise Facilities with the following data:</p> <p>(b) Details on Consolidated Computing facilities in the Department</p> <p>(c) Class rooms/Tutorial rooms/Drawing Halls/Laboratories/Department Library/ HoD Office /Faculty rooms/seminar halls/waiting halls etc</p> <table border="1" style="width:100%; border-collapse: collapse; margin-bottom: 10px;"> <thead> <tr> <th style="width:10%;">S.No</th> <th style="width:40%;">Description</th> <th style="width:20%;">Hall/Room Numbers</th> <th style="width:30%;">Area (inSq mts)</th> </tr> </thead> <tbody> <tr> <td style="text-align:center;">1.</td> <td>Class Room</td> <td>CMB17</td> <td>XXXX</td> </tr> <tr> <td style="text-align:center;">2.</td> <td>Seminar Hall</td> <td>XXXX</td> <td>XXXX</td> </tr> </tbody> </table> <p>(d)Number of LCD Projectors/Digital Boards available in class</p> <p>(e)Information on any other Teaching Aids(ICT Facilities)</p>	S.No	Description	Hall/Room Numbers	Area (inSq mts)	1.	Class Room	CMB17	XXXX	2.	Seminar Hall	XXXX	XXXX													
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1.	Class Room	CMB17	XXXX																							
2.	Seminar Hall	XXXX	XXXX																							
15	<p>Report on Library, Internet &amp; other facilities:</p> <p>(a) Library and Information Centre (of Your Department in the central Library)</p> <p>(b) Department Library:</p> <p>(c) Internet Connectivity:_____</p>																									

	<b>IV Administrative Data</b>	
16	<p>The availability of Following Documents in the Department</p> <ul style="list-style-type: none"> <li>(i) Class Time Tables (YES/NO)</li> <li>(ii) Individual Faculty Time Tables (YES/NO)</li> <li>(iii) Laboratory wise Time Tables (YES/NO)</li> <li>(iv) Individual Non-Teaching Time tables (YES/NO)</li> <li>(v) Academic Calendar (YES/NO)</li> <li>(iv) Board of Studies (YES/NO)</li> <li>(v) Department Advisory Board/DDC (YES/NO)</li> <li>(vi) Department Research Committee (YES/NO)</li> <li>(vii) Feedback on Faculty and action taken Reports (YES/NO)</li> <li>(viii) Reports on Stakeholders on Curriculum <ul style="list-style-type: none"> <li>(i) Course end survey (YES/NO)</li> <li>(ii) Graduate Exit Survey (YES/NO)</li> <li>(iii) Alumni (YES/NO)</li> <li>(iv) Employers (YES/NO)</li> <li>(v) Parents (YES/NO)</li> <li>(vi) Faculty (YES/NO)</li> </ul> </li> <li>(ix) Lesson Plans and Course Files (YES/NO)</li> <li>(x) Completed Registers (YES/NO)</li> <li>(xi) Question Paper Verification Forms (YES/NO)</li> <li>(xii) Grievance Reports (YES/NO)</li> </ul>	
17	Action taken report of the previous year "Academic Audit" findings and the effectiveness of the same	
18	Action taken report of the previous year "Program Exit Survey Feedback" findings and effectiveness of the same:	
19	Any other relevant information / Significant achievements of the Department	

Signature of HOD

20	Auditor's Report/ Comments:
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Name of the Auditor and Designation	Signature	Date

## **Observations & Suggestions:**

1. Road Map of the departments were planned and executed appropriately
2. Faculty members may be motivated to publish more research papers in Indexed Journals
3. All faculty members actively participated in the audit
4. Faculties are motivated to participate more FDPs
5. Faculties with Ph.D. can be encouraged to register as supervisors
6. Encourage faculties for more patents
7. More workshops can be organized for students to motivate them to become entrepreneurs
8. Awards and Prizes by the faculty through best teacher award and other events are much appreciated.
9. Awards and Prizes by the students through hackathons, models, academic performance and other events are much appreciated
10. Remedial classes are conducted and given additional material for below average students
11. Number of extension and outreach programmes in collaboration with industry/organization to be improved.
12. The Number of events held at the college is satisfactory. Nevertheless, they should emphasize practical training. Therefore, the number of hands-on training programmes should be increased.
13. MOUs should focus on outcomes.

## **Observations from the Departments:**

### **Civil Engineering:**

1. To conduct various events for the benefit of faculty members and students
2. To encourage faculty members to attend FDPs/Seminars
3. Faculty are advised to apply UGC / AICTE research funding projects
4. Admissions to be improved

### **Mechanical Engineering:**

1. Faculty are advised to apply UGC / AICTE research funding projects
2. Participation of faculty members in FDPs/workshops to be improved
3. Organize at least one national or international conference once a year
4. Admissions to be improved

### **Computer Science & Engineering:**

1. Organize at least one national or international conference once a year
2. Participation of faculty members in FDPs/workshops to be improved
3. Students to be encouraged to take part in the Hackathons & similar other events.
4. Research funding to be obtained

#### Information & Technology:

1. Organize at least one national or international conference/workshop annually
2. Publications to be improved
3. Collaborate with Industries for the benefit of the students
4. Students to be encouraged to take part in the Hackathons & similar other events.
5. IT department was advised to develop information management systems

#### Cyber Security and Data Science:

1. Organize at least one national or international conference once a year
2. Students to be encouraged to take part in Hackathons & similar other events.
3. Collaborate with Industries for the benefit of the students.
4. Faculty are advised to apply UGC / AICTE research funding projects

#### Electronics & Communication Engineering:

1. Organize at least one national or international conference once a year
2. Faculty are advised to apply UGC / AICTE research funding projects
3. Students to be encouraged to take part in the Hackathons & similar other events.
4. Collaborative research to be enhanced

#### Electrical & Electronics Engineering:

1. Organize at least one national or international conference once a year
2. Faculty should be motivated for quality publications and patents
3. Collaborative publications are to be encouraged
4. Admissions to be improved

#### Electronics & Instrumentation Engineering:

1. To conduct various events for the benefit of faculty members and students
2. Professional development activities needs to be improved
3. To encourage faculty members to attend FDPs/Seminars

#### MCA &M.Sc.(CS)

1. Organize at least one national or international conference once a year
2. To encourage faculty members to attend FDPs/Seminars
3. MoUs with relevant industries to be increased

### Mathematics

1. Faculty are advised to apply UGC / AICTE research funding projects
2. Organize at least one national or international conference once a year
3. Orientation classes are to be conducted to cover the Fundamentals.
4. Conduct an international workshop

### Physics

1. Conduct at least one national or international conference once a year
2. Faculty should be motivated for quality publications and patents
3. Orientation classes are to be conducted to cover the Fundamentals.
4. To encourage faculty members to attend FDPs/Seminars
5. Faculty are advised to apply UGC / AICTE research funding projects

### Chemistry

1. Faculty should be motivated for quality publications and patents
2. Organize at least one national or international conference annually
3. Conduct Professional development activities needs to be improved.

### English

1. Since the college is situated in the rural area, More training programs/events on communication, soft skills are to be conducted.
2. Paper Publications need to be improved.
3. To encourage faculty members to attend FDPs/Seminars

Signature of the External Expert member

<p>Dr. R.Suresh Kumar Assistant Professor Dept. of Mechanical Engineering BMS College of Engineering Bengaluru rsureshkumar.mech@bmsce.ac.in</p>	<p><i>Handwritten signature and date</i> 29/01/24</p>
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*Handwritten signature*

Dr.P.Sundara Kumar  
Professor and Convener IQAC



*Handwritten signature*  
Dr. Nazzer Shaik  
Chairperson -IQAC

