

Academic and Administrative Audit



AMRITA SAI INSTITUTE OF SCIENCE & TECHNOLOGY
(AUTONOMOUS)

Approved by AICTE, New Delhi, Permanently Affiliated to JNTUK, Kakinada.

Recognized by UGC under 2(f) & 12(B) of 1956 Act.,

ISO 9001:2015 Certified Institution, Accredited by NAAC "A" Grade,
Paritala, Kanchikacherla, Krishna Dist, Andhra Pradesh- 521180.

www.amritasai.edu.in, Phone: 0866 2428399.



DEPARTMENT OF ELECTRONICS AND COMMUNICATIONS ENGINEERING

INTERNAL

ACADEMIC AUDIT REPORTS

Academic year: 2022-23



AMRITA SAI INSTITUTE OF SCIENCE & TECHNOLOGY
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www.amritasai.edu.in, Phone: 0866 2428399.



Ref: ASIST/ IQAC/CIR/2022/23

Date: 07/08/2023

CIRCULAR

All the HOD'S and members of IQAC are here by informed that there will be a meeting with principal on 8th, August, 2023 at 11AM in Principal chamber to discuss about internal audit of academic year 2022-23 at ASIST.

AGENDA

1. Internal Audit
2. Selection of dates
3. Deputation of staff for internal audit.

I would like to invite you all to attend the meeting and discuss upon the Agenda.

IQAC Coordinator

IQAC Coordinator

Amrita Sai Institute of Science & Technology
Amrita Sai Nagar, Paritala -521180

Copy to: The Chairperson

The Principal Office File

All Members of the IQAC.

Principal

PRINCIPAL

Amrita Sai Institute of Science and Technology
Amrita Sai Nagar, Paritala
Krishna Dist - 521 180



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Ref: ASIST/IQAC/CIR/2022/23

Date: 08/08/2023

**ACADEMIC AND ADMINISTRATIVE
INTERNAL AUDIT.**

As per the office order from the principal dated August, 8th 2023, the following committees have been constituted by IQAC to carry out the internal audit of the departments in the Month of August, 2022-2023 as on 16/08/2023 to 18/08/2023.

2. After discussion with IQAC Coordinator and HOD'S the Principal has finalized the below faculty to carry out their Assigned department Internal Audit.

3. All the HOD's were asked to depute the allotted faculty to carry out the duty.

IQAC coordinator thanked the principal and the HOD'S for their cooperation. The meeting ended with vote of thanks.

ALLOTTED FACULTY TO CARRY OUT THE INTERNAL AUDIT.

The committee that audits the Department of CSE.

Name	Designation	Department	Signature
Dr. Samiran Chatterjee	Professor	ECE	
Dr.D.DayakarRao	Professor	ECE	

The committee that audits the Department of ECE.

Name	Designation	Department	Signature
Dr.P. Chiranjeevi	Professor	CSE	
Dr.M.Sreedevi	Professor	CSE	

The committee that audits the Department of Civil

Name	Designation	Department	Signature
Sri.Ci.ChinnaVeeraiah	Assist.Professor	EEE	
Mrs.T.Suhasini	Assist.Professor	EEE	

The committee that audits the Department of EEE.

The committee that audits the Department of EEE.

Name	Designation	Department	Signature
Dr. M.Thayagarajan	Professor	CIVIL	M.TL
B.Koteswara Rao	Assist.Professor	CIVIL	[Signature]

The committee that audits the Department of Mechanical.

Name	Designation	Department	Signature
P.Ramesh Babu	Assist.Professor	CSE	[Signature]
K.Subhash Chandra	Assist.Professor	CSE	[Signature]

The committee that audits the Department of S&H

Name	Designation	Department	Signature
Dr A.VijayaLakshmi	Assco.Professor	ECE	[Signature]
Dr.G.Vijay Kumar	Professor	CSE	[Signature]

The committee that audits the Department of Examination Cell.

Name	Designation	Department	Signature
Dr.V.Ramesh Babu	Professor	ECE	[Signature]
Dr. G.Samba Siva Rao	Professor	CSE	[Signature]

The committee that audits the Department of Library.

Name	Designation	Department	Signature
Dr.S. vijaya Vardini	Professor	S & H	[Signature]
Dr.T.Elango	Professor	MECH	[Signature]


IQAC Coordinator

IQAC Coordinator
Amrita Sai Institute of Science & Technology
Amrita Sai Nagar, Paritala -521180


Principal

PRINCIPAL
Amrita Sai Institute of Science and Technology
Amrita Sai Nagar, Paritala
Krishna Dist 521 180



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The following members are appointed for Internal Quality Assurance Cell (IQAC)
for the Academic year 2022-2023

S.No	Name	Designation	Designation in Committee	Signature
1	Dr. M. Sasidhar	Principal ,ASIST	Chairperson	
2	Dr. P. Chiranjeevi	Director of Academics	Coordinator	
3	Mrs.T.Suhasini	Coordinator Women Empowerment cell	Member	
4	Mr.Ch.Chinna veeraiah	Office incharge Examinations	Member	
5	Sri. B. RamaRao	HOD,ECE	Member	
6	Sri.P.Venkateswara Rao	Director EDC	Member	
7	Dr.Y.Jyotsna Sirisha Rani	Director ,R&D	Member	
8	Sri.D. PavanKumar	HOD,S&H	Member	
9	Sri.P.RameshBabu	Placement Officer	Member	
10	Dr.M.Thiyagarajan	HOD,CIVIL	Member	
11	Sri.B.Praneeth	HOD , Mech	Member	
12	Sri. K.AppaRao	Librarian	Member	
13	Mrs.Prameela	Asst. Prof. CSE	Member	
14	Sri.K.V.Rao	Office Manager	Member	
15	Sri.B.Tirumala Rao	Asst Prof.EEE	Member	
16	Sri.G. Naresh	Vice-president Syncreon Technology	Member	
17	Sri. Sk. Jaffrullah	Asst Prof. S&H	Member	
18	Sri.B. Sai Rama krishna	Asst.prof. Mech	Member	
19	Ms. Y. Kalyani	Student/Alumni	Member	

IQAC Coordinator

IQAC Coordinator
Amrita Sai Institute of Science & Technology
Amrita Sai Nagar, Paritala -521180

Principal

Copy to: The Chairperson

The Principal Office File
All Members of the IQAC

PRINCIPAL
Amrita Sai Institute of Science and Technology
Amrita Sai Nagar, Paritala
Krishna Dist . 521 180



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Electronics and communications Engineering

Ref: CIR/ECE/2022/2023

Date: 14/08/2023

CIRCULAR

All the teaching and non-teaching of the department are here by informed that the Internal Audit team will inspect department to audit for the Academic Year 2022-2023 on 17th of August 2023. Hence all the staff are suggested to get ready to submit the documents as and when they ask.

The following staff members are allotted as internal auditors for the Department of ECE:

Name	Designation	Department
Dr.P. Chiranjeevi	Professor	CSE
Dr.M.Sreedevi	Professor	CSE

DAQIC Coordinator

Head of Department

Head of the Department
Electronics and Communication Engineering
Amrita sai Institute of Science and Technology
PARITALA (Post), Kanchikacherla(M).
Krishna District, A.P. 521180

Copy to:

The teaching.

Non-teaching staff.



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Department: ECE

Date : 18/08/2023

ACADEMIC AND ADMINISTRATIVE
INTERNAL AUDIT

As per the office order from the Ref: ASIST/IQAC/CIR/2022/23, dated 8/08/2023, ECE Department has completed Academic and Administrative Audit successfully on 17/08/2023

The following staff members are allotted as internal auditors for the Department of ECE:

Name	Designation	Department
Dr.P. Chiranjeevi	Professor	CSE
Dr.M.Sreedevi	Professor	CSE

IQAC Coordinator

IQAC Coordinator
Amrita Sai Institute of Science & Technology
Amrita Sai Nagar, Paritala -521180

Principal

PRINCIPAL
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Amrita Sai Nagar, Paritala
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DEPARTMENT OF ELECTRONICS AND COMMUNICATIONS & ENGINEERING
PROCEDURE AND FORMAT OF INTERNAL AUDIT REPORT FOR THE
A.Y.2022-23

The activities are to be graded on the following scale

GOOD	Average	Satisfactory	Needs Improvement
A	B	C	D

S.NO	PERTICULARS	AUDITOR'S INPUT	GRADE	AUDETOR'S REPORT
1	Implementation of academic calendar	YES	A	Good
2	Certification Programs	YES	A	Good
3	No. of students undertaking field Projects/ internship	YES	A	Good
4	Organization of industrial visits	YES	A	Good
5	Feedback collection from stakeholders	YES	A	Good
6	Maintenance of faculty student ratio in the department	1:15	A	Good
7	Procedure followed in the allotment of subjects to the faculty.	As Per Experience	A	Good
8	Course files maintained by the subject teachers and is updated periodically	YES	A	Good
9	Mentoring system	YES	A	Good
10	Student professional society chapter and association activities		D	Need To Improvement
11	Allotment of additional responsibilities to faculty	YES	A	Good
12	ICT techniques adopted in teaching and learning	YES	A	Good
13	Pass percentage of outgoing students		A	Good
14	Dissemination of PEOs, POs, PSOs, COs	YES	A	Good
15	No. of faculty participated in conferences and symposia		C	Satisfactory
16	Organization of Guest lectures, Workshops, etc	YES	A	Good

17	Extension activities in the neighborhoods community in terms of impact and sensitizing students to social issues and holistic development	YES	B	Average
18	Adequate facilities for teaching learning, viz. class rooms, laboratories, computing equipment, etc.	YES	A	Good
19	Number of students participating in extension activities	170	A	Good
20	Established systems and procedures for maintaining and utilizing physical, academic and support facilities laboratory, library, sports complex, computers, classrooms etc.	YES	A	Good
21	Expenditure incurred on maintenance of physical facilities excluding salary component	YES	A	Good
22	Linkages with institutions/ industries for internship, on-the-job training, project work, sharing of research facilities etc.	YES	C	Satisfactory
23	Per day usage of library by teachers and students	150	B	Average
24	Bandwidth of Internet	1000mbps	A	Good
25	Management merit scholarships	YES	D	Need to Improvement
26	Skill Enhancement initiatives	YES	D	Need to Improvement
27	Number of placements of outgoing students	YES	A	Good
28	Student qualified in competitive examinations	YES	B	Average
29	Students admitted in higher studies	YES	B	Average
30	Awards/medals for outstanding performance in sports, yoga/ cultural activities national/international level.	YES	A	Good
31	Alumni association/chapters meetings conducted	YES	D	Need to Improvement
32	Organization of professional development programs	YES	B	Average
33	Teachers attending professional development programs	YES	A	Good
34	Effectiveness of various bodies/ cells/ committees is evident through minutes of meetings and implementation of their resolutions	YES	A	Good

Suggestions for Improvement:

1. Student's professional society activities need to be started.
2. Management Scholarship can be increased a little more than present giving.
3. Need to improve skill enhancement Initiatives.
4. Faculty involvement of various actives need to improved
5. Alumni society should be registered



Signature of the HOD



Signature of Auditor 1



Signature of Auditor 2

Head of the Department
Electronics and Communication Engineering
Amrita sai Institute of Science and Technology
PARITALA (Post), Kanchikacherla(M),
Krishna District, A.P.. 521180



Signature of the Principal.

PRINCIPAL

Amrita Sai Institute of Science and Technology
Amrita Sai Nagar, Paritala
Krishna Dist 521 180

Copy to: The Chairperson
The Principal Office File
All Members of the IQAC.



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Ref: ASIST/ IQAC/CIR/2022/23

Date: 19/08/2023

CIRCULAR

The IQAC would like to remind to submit the Action Taken Report of the internal Academic Administrative Audit report which was conducted on 17th August 2023 for the A.Y 2022-23. Hence the HOD of ECE are requested to submit the same within two days to the IQAC.

IQAC Coordinator

IQAC Coordinator
Amrita Sai Institute of Science & Technology
Amrita Sai Nagar, Paritala -521180

Principal

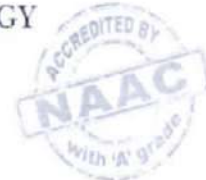
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DEPARTMENT OF ELECTRONICS AND COMMUNICATIONS ENGINEERING

Date: 20/08/2023

CIRCULAR

All staff members of the department are requested to attend the meeting on 20th of August 2023 at the department seminar hall at 1.00PM

Agenda.

1. Discussion on suggestions give by Auditors (internal Academic Administrative Audit) for the Academic year 2022-23.

The following are the Remarks/suggestions Identified by the Auditors:

S.No	Audit Type	Audit Year	Suggestion
1	Internal	2022-2023	Students professional society activities need to be started.
2	Internal	2022-2023	Management Scholarship can be increased a little more than present giving.
3	Internal	2022-2023	Need to improve skill enhancement Initiatives .
4	Internal	2022-2023	Faculty involvements of various actives need to improved.
5	Internal	2022-2023	Alumni society should be registered
6	Internal	2022-2023	Extension activities in the neighbourhoods community in terms of impact and sensitizing students to social issues and holistic development

DAQC Coordinator

Head of the Department

Copy to:

The teaching.

Non-teaching staff.

Head of the Department
Electronics and Communication Engineering
Amrita sai Institute of Science and Technology
PARITALA (Post), Kanchikacherla(M).
Krishna District. A.P., 521180



DEPARTMENT OF ELECTRONICS AND COMMUNICATION ENGINEERING

Action Taken Report on Internal Academic And Administrative Audit Report For The

A.Y 2022-23

As orders received from the IQAC the department of ECE has successfully completed the internal academic audit on 17th August, 2023.

After the Audit the department conducted a meeting and discussed thoroughly about the suggestions given by the auditors and took necessary steps to implement them

The Action Taken Report On The Made By The Auditors.

S.No	Audit Type	Audit Year	Suggestion	Action Taken
1	Internal	2022-2023	Students professional society activities need to be started.	We have started IETE Membership for student branches.
2	Internal	2022-2023	Management Scholarship can be increased a little more than present giving.	Every year college toppers and university toppers are given cash prizes.
3	Internal	2022-2023	Need to improve skill enhancement Initiatives .	We have conducted industrial oriented programmes like workshops
4	Internal	2022-2023	Faculty involvements of various actives need to improved.	The faculty are participated in various FDP programs for updating skills as per present industrial requirements.
5	Internal	2022-23	Alumni society should be registered	Alumni society is registered


HOD ECE

Head of the Department
Electronics and Communication Engineering
Amrita sai Institute of Science and Technology,
PARITALA (Post), Kanthikacherla(M),
Krishna District, A.P. 521180


IQAC Coordinator
IQAC Coordinator
Amrita Sai Institute of Science & Technology
Amrita Sai Nagar, Paritala -521180


principal

PRINCIPAL
Amrita Sai Institute of Science and Technology
Amrita Sai Nagar, Paritala
Krishna Dist 521180

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Types of audits conducted during the Academic Years 2019-20, 2021-22 & 2022-23:

S.No	Type of Audit	Academic Year
1	Internal Academic & Administrative Audit	2019-20
2	External Academic & Administrative Audit	2019-20
3	Internal Academic & Administrative Audit	2021-22
4	External Academic & Administrative Audit	2021-22
5	Internal Academic & Administrative Audit	2022-23

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ACADEMIC AND ADMINISTRATIVE
INTERNAL AUDIT FOR THE A.Y.2022-23

AMRITA SAI INSTITUTE OF SCIENCE & TECHNOLOGY

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7.2 Academic Audit and actions taken thereof during the period of Assessment

A. Assessment shall be based on conduct and actions taken in relation to continuous improvement

ACADEMIC AUDIT:

The academic audit is a faculty driven model of self-reflection, collaboration, team work and peers feedback. It is based on reviews to improve quality in teaching learning and to enhance the success rate of the students.

Objectives of the IOAC cell:

- ❖ To enhance the teaching and learning process and to ensure quality of technical education throughout the system
- ❖ To take care functionalities of technical education
- ❖ To motivate teachers to adopt and use of ICT in teaching, learning process
- ❖ To provide feedback mechanism used for assessing the performance of Teachers by students and for curricular development

Functions of the Cell:

- ❖ Development and application of quality benchmarks/parameters for the various academic and administrative activities of the Institute.
- ❖ Facilitating the creation of a learner-centric environment conducive for quality education and faculty maturation to adopt the required knowledge and technology for participatory teaching and learning process.
- ❖ Arrangement for feedback responses from students, parents and other stakeholders on quality-related institutional processes.
- ❖ Dissemination of information on the various quality parameters of higher education..
- ❖ Organization of inter and intra institutional workshops, seminars on quality related themes and promotion of quality circles.
- ❖ Documentation of the various programmes/activities of the Institute, leading to quality improvement.
- ❖ Acting as a nodal agency of the Institute for coordinating quality-related activities, including adoption and dissemination of good practices

S.No	Audit Parameter	Frequency	Documents to be verified	Expected Output
1	Course File	Three times per semester	Phase-I, Phase-II, Phase - III List Provided	Phase-I - Gaps to be identified. Phase-II - Remedial and Make Up classes for weak
2	Syllabus Monitoring	Monthly Once	As per Instruction Plan in Course File	Up to date
3	Development Programmes	Yearly Twice	Participation Certificates	Every Faculty should participate
4	Faculty Development Programs conducted	Yearly Twice	As per the year planner	To be conducted
5	Guest lecturers & Workshops	Yearly Twice	As per the year planner	To be conducted
6	Audit on selection of electives courses	Yearly Twice	Students request forms for their interested	Minimum two Electives courses from the university curriculum are to be selected.
7	Review on up gradation of Syllabus	Yearly Once	University syllabus books	To find the gaps if any in Curriculum and mapping with CO & PO.

1. COURSE FILE AUDIT

Phase-I - One week before class work commencement

Phase-II - First Mid examinations Time

Phase-III - After II- Mid examinations

Members to Audit

Two members from other departments IQAC members

Methodology

- ❖ The filled sheets of Phase-I, Phase-II, and Phase-III after verification in respective departments as per the schedule mentioned above will be return to the IQAC cell within a week.

- ❖ The IQAC coordinator consolidates all the data of respective departments and with a consolidated report send to the HOD of respective departments for their verifications if any.
- ❖ After a thorough study of the IQAC Report the Head of the department with his comments if any will be sent back to the IQAC cell.
- ❖ Then the IQAC coordinator with Final Audit report will be submitted to the principal for further actions if any.

□

2. Month wise Syllabus coverage monitoring Audit type- Monthly

- ❖ Internal Team with Three Members along with IQAC member
- ❖ Collected Data summarized in IQAC cell and the Audit report is to be sent to HOD
- ❖ The Head of the department will take necessary actions if any.

3. Faculty Development Programmes (Attended) Audit type - half yearly

- ❖ Internal Team with HOD and IQAC member
- ❖ Collected Data summarized in IQAC cell and the Audit report is to be sent to HOD.
- ❖ The Head of the department will take necessary actions if any

4. Faculty Development Programmes (Conducted) Audit type - half yearly

- ❖ Internal Team with HOD and IQAC member
- ❖ Collected Data summarized in IQAC cell and the Audit report is to be sent to HOD.
- ❖ The Head of the department will take necessary actions if any

5. Guest Lectures & workshops Audit type - Half Yearly

- ❖ Internal Team with HOD and IQAC member
- ❖ Collected Data summarized in IQAC cell and the Audit report is to be sent to HOD.
- ❖ The Head of the department will take necessary actions if any

6. Selection of electives courses Audit type - Once in Semester.

- ❖ Internal Team with HOD and IQAC member
- ❖ Collected Data summarized in IQAC cell and the Audit report is to be sent to HOD.
- ❖ The Head of the department will take necessary actions if any

□

7. Review on up gradation of syllabus Audit Type - Yearly

- ❖ Internal Team with HOD and IQAC member
- ❖ Collected Data summarized in IQAC cell and the Audit report is to be sent to HOD.
- ❖ The Head of the department will take necessary actions if any

Action taken by the members:

- Faculty members incorporate changes suggested by the academic committee, if any gaps are found, to ensure quality deliverables.
- Faculty members must match the pace of their deliverables as per the student requirements as well as they have to schedule the lecture plans in such a way that the syllabus is completed on time. To achieve this, they can arrange extra lectures and cope-up the syllabus.
- Remedial classes are scheduled in reference to academic progress of the student
- Faculty members attend FDP as required for the overall development of teaching skills in terms of communication, methods and technical
- The academic observation is carried out considering two criteria – feedback from students (requested to the authorities) and randomized observation
- FDP for communication skill development and improving methods of teaching-
- learning are being carried out regularly by the learning and development department.
- Technical FDP, expert lectures, seminars etc. are being arranged by the individual departments at least once in a semester.

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DEPARTMENT OF COMPUTER SCIENCE & ENGINEERING

Ref: CIR/CSE/2022/2023

Date. 16/08/2023

CIRCULAR

All the teaching and non-teaching of the department are here by informed that the Internal Audit team will inspect the department to audit for the Academic Year 2022-23 on 18th of August 2023. Hence all the staff are suggested to get ready to submit the documents as and when they ask.

The following staff members are allotted as Internal Auditors for the Department of CSE:

Name	Designation	Department
Dr. Samiran Chatterjee	Professor	ECE
Dr.D.DayakarRao	Professor	ECE


DAQIC Coordinator

Copy to:
The teaching.
Non-teaching staff.


Head of the Department

Professor & HOD, Dept. of CSE
Amrita Sai Institute of Science & Technology
Amrita Sai Nagar, PARTALA (PO)-52118
Kanchikacherla, Andhra Pradesh

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DEPARTMENT OF COMPUTER SCIENCE & ENGINEERING

PROCEDURE AND FORMAT OF INTERNAL AUDIT REPORT FOR THE A.Y.2022-23

The activities are to be graded on the following scale

GOOD	Average	Satisfactory	Needs Improvement
A	B	C	D

S.NO	PARTICULARS	AUDITOR'S INPUT	GRADE	AUDITORS REPORT
1	Implementation of academic calendar	YES	A	GOOD
2	Certification Programs	YES	A	GOOD
3	No. of students undertaking field Projects/ internships	YES	A	GOOD
4	Organization of industrial visits	YES	A	GOOD
5	Feedback collection from stakeholders	YES	A	GOOD
6	Maintenance of faculty student ratio in the department.	1:15	A	GOOD
7	Procedure followed in the allotment of subjects to the faculty.	YES	A	GOOD
8	Course files maintained by the subject teachers and is updated periodically	YES	A	GOOD
9	Mentoring system	YES	A	GOOD
10	Student professional society chapter and association activities	YES	C	SATISFACTORY
11	Allotment of additional responsibilities to faculty.	YES	A	GOOD

12	ICT techniques adopted in teaching and learning.	YES	A	GOOD
13	Pass percentage of outgoing students.	YES	A	GOOD
14	Dissemination of PEOs, POs, PSOs, COs.	YES	A	GOOD
15	No. of faculty participated in conferences and symposia.	YES	A	GOOD
16	Organization of Guest lectures, Workshops, etc.	YES	A	GOOD
17	Extension activities in the neighbourhood community interms of <i>impact</i> and sensitizing students to social issues and holistic development.	YES	A	GOOD
18	Adequate facilities for teaching — learning, viz. class rooms, laboratories, computing equipment, etc.	YES	A	GOOD
19	Number of students participating in extension activities.	YES	A	GOOD
20	Established systems and procedures for maintaining and utilizing physical, academic and support facilities laboratory, library, sports complex, computers, classrooms etc.	YES	A	GOOD
21	Expenditure incurred on maintenance of physical facilities excluding salary component.	YES	A	GOOD
22	Linkages with institutions/ industries for internship, on-the-job training, project work, sharing of research facilities etc.	YES	A	GOOD
23	Per day usage of library by teachers and students	400	A	GOOD
24	Bandwidth of Internet.	100 Mbps	B	AVERAGE
25	Management merit scholarships	YES	A	GOOD
26	Skill Enhancement initiatives	YES	A	GOOD

27	Number of placements of outgoing students	YES	A	GOOD
28	Student qualified in competitive examinations	YES	D	Need Improvement
29	Students admitted in higher studies	YES	A	GOOD
30	Awards/medals for outstanding performance in sports, yoga/ cultural activities national/international level.	YES	A	GOOD
31	Alumni association/chapters meetings conducted.	YES	A	GOOD
32	Organization of professional development programs.	YES	A	GOOD
33	Teachers attending professional development programs.	YES	C	SATISFACTORY
34	Effectiveness of various bodies/ cells/ committees is evident through minutes of meetings and implementation of their resolutions.	YES	A	GOOD

Suggestions if any:

1. Suggested to conduct more career Guidance Programs.
2. Suggested to conduct counselling for Students to improve moral values..
3. Faculty are suggested to publish publications in UGC and Scopus Journals.

Signature of the HOD

Professor & HOD, Dep. of CSE
Amrita Sai Institute of Science & Technology
Amrita Sai Nagar, PARITALA (PO)-521180
Krishna Dist.

Signature of Auditor 1

Signature of the Principal.

Amrita Sai Institute of Science and Technology
Amrita Sai Nagar, Paritala
Krishna Dist. 521 180

Signature of Auditor 2

Copy to: The Chairperson

The Principal Office File

All Members of the IQAC.

AMRITA SAI INSTITUTE OF SCIENCE & TECHNOLOGY

(AUTONOMOUS)



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DEPARTMENT OF COMPUTER SCIENCE AND ENGINEERING

Ref: CIR/CSE/2022/2023

Date: 19/08/2023

CIRCULAR

All staff members of the department are requested to attend the meeting on 19th of July at the department seminar hall at 1.00PM

Agenda:

Discussion on suggestions given by Auditors (internal Academic Administrative Audit for the A.Y.2022-23)

The following are the remarks / suggestions identified by the Auditors:

S.No	Audit Type	Audit year	Suggestions
1	Internal	2022-2023	Student professional society chapter and association activities should be improved.
2	Internal	2022-2023	Student qualified in competitive examinations should be improved.
3	Internal	2022-2023	Teachers attending professional development programs should be improved.
4	Internal	2022-2023	Suggested to conduct more career Guidance Programs.
5	Internal	2022-2023	Suggested to conduct counselling for Students to improve moral values.
6	Internal	2022-2023	Faculty are suggested to publish publications in UGC and Scopus Journals


DAQIC Coordinator


Head of the Department

Copy to:
The Chairman,
Principal's Office,
All the IQAC Members.

Professor & HOD, Dept. of CSE
Amrita Sai Institute of Science & Technology
Amrita Sai Nagar, PARITALA (PO)-521180
Kanchikacherla Dist. Krishna P.

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DEPARTMENT OF COMPUTER SCIENCE & ENGINEERING

Date:31/08/23

Action taken report on Internal Academic And Administrative Audit for the A.Y.2022-23

As orders received from the IQAC the department of CSE have successfully completed the internal academic audit on 18th August 2023. After the audit the department conducted a meeting and discussed thoroughly about the suggestions given by the Auditors and took necessary steps to implement them.

The action taken report on the suggestions made by the Auditors:

S.No	Audit Type	Audit year	Suggestions	Action Taken
1	Internal	2022-2023	Student professional society chapter and association activities.	Planning to conduct student professional society chapter and association activities.
2	Internal	2022-2023	Student qualified in competitive examinations.	Organized CRT classes for improving student ratio in competitive examinations.
3	Internal	2022-2023	Teachers attending professional development programs.	Teachers attended professional development programs.
4	Internal	2022-2023	Suggested to conduct more career Guidance Programs.	Conducted career Guidance Programs.
5	Internal	2022-2023	Suggested to conduct counselling for Students to improve moral values.	conducted counselling for Students to improve moral values.
6	Internal	2022-2023	Faculty are suggested to publish publications in UGC and Scopus Journals	Faculty published publications in UGC and Scopus Journals

HOD
Professor & HOD, Dept. of CSE
Amrita Sai Institute of Science & Technology
Amrita Sai Nagar, Paritala - 521180
Copy to:
The Chairman,
Principal's Office,
All the IQAC Members.

IQAC Coordinator
IQAC Coordinator
Amrita Sai Institute of Science & Technology
Amrita Sai Nagar, Paritala - 521180

Principal
PRINCIPAL
Amrita Sai Institute of Science and Technology
Amrita Sai Nagar, Paritala
Krishna Dist 521 180



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DEPARTMENT OF ELECTRICAL & ELECTRONICS ENGINEERING

7.2 Academic Audit and actions taken during the period of Assessment

Academic Audit Report

INTERNAL AUDIT

ACADEMIC YEAR : 2022-2023

AMRITA SAI INSTITUTE OF SCIENCE & TECHNOLOGY (AUTONOMOUS)



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Ref: ASIST/IQAC/CIR/2022/23

Date: 07/08/2023

CIRCULAR


All the HODs and members of IQAC are hereby informed that there will be a meeting with principal on 8th August 2023 at 11.00 am in Principal chamber.

AGENDA:

1. Internal Audit for the Academic Year 2022-23.
2. Selection of dates
3. Deputation of staff for internal audit.

I would like to invite you all to attend the meeting and discuss upon the Agenda.


IQAC Coordinator


Principal

PRINCIPAL

Amrita Sai Institute of Science and Technol
Amrita Sai Nagar, Paritala
Krishna Dist - 521 180

Copy to: The Chairman,
The Principal Office File,
All Members of the IQAC.

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Ref: ASIST/IQAC/2022/23

Date: 08/08/2023

**ACADEMIC AND ADMINISTRATIVE
INTERNAL AUDIT.**

Minutes of the meeting held on 8th August, 2022-2023

At the outset Coordinator of IQAC welcomed Dr M.Sasidhar, Chairman of the committee, Hods, senior faculty and other members. The agenda points were taken up for discussion with the permission of the chair.

The following points were discussed and deliberated upon in the meeting.

1. The following committees have been constituted by IQAC to carry out the internal audit of the Departments for the academic year 2022-2023 in the Month of August from 16/08/2023 to 18/08/2023.
2. After discussion with IQAC Coordinator and HOD'S the Principal has finalized the below faculty to carry out their Assigned department Internal Audit.
3. All the HOD's were asked to depute the allotted faculty to carry out the duty.

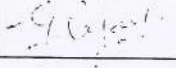
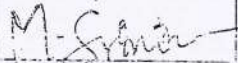
IQAC Coordinator Dr P.Chiranjeevi thanked the Principal and HODs and staff for their active participation of the meeting.

ALLOTTED FACULTY TO CARRY OUT THE INTERNAL AUDIT.



The committee that audits the Department of CSE.

Name	Designation	Department	Signature
Dr. Samiran Chatterjee	Professor	ECE	
Dr.D.DayakarRao	Professor	ECE	

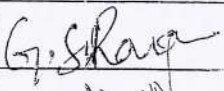
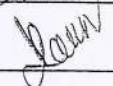
The committee that audits the Department of ECE.

Name	Designation	Department	Signature
Dr.G.Vijay Kumar	Professor	CSE	
Dr.M.Srinivasulu	Professor	CSE	


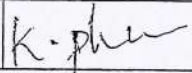
The committee that audits the Department of Civil

Name	Designation	Department	Signature
Mr.Abdul Firoz	Assistant Professor	MECH	
Mr.T.Gopala Rao	Assistant Professor	MECH	


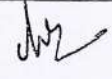
The committee that audits the Department of EEE.

Name	Designation	Department	Signature
Dr.G.Samba Siva Rao	Professor	CSE	
Mr.P.Ramesh Babu	Assistant Professor	CSE	

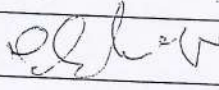
The committee that audits the Department of Mechanical.

Name	Designation	Department	Signature
Mr.B.Balaji	Assistant Professor	ECE	
Dr.K.Phani Srinivas	Professor	ECE	

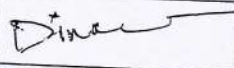
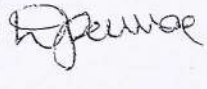
The committee that audits the Department of B & SH

Name	Designation	Department	Signature
Dr.D.Hema	Associate Professor	ECE	
Ch.Chinna Veeraiah	Assistant Professor	EEE	

The committee that audits the Department of Examination Cell.

Name	Designation	Department	Signature
Dr.T.Elango	Professor	MECH	
Dr.M.Thiyagarajan	Professor	CIVIL	M.TL

The committee that audits the Library.

Name	Designation	Department	Signature
Dr.R.Dinesh Kumar	Professor	ECE	
Dr. D.Pavan Kumar	Assistant Professor	S & H	


IQAC Coordinator


Principal

PRINCIPAL
Sri Sai Institute of Science and Technology
Amp: Sai Nagar, Paritala
Krisatna Dist 521 180

Copy to: The Chairperson
Principal Office File
All Members of IQAC, Staff, Notice board,
Exam Cell, Library.

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S.No.	Name	Designation	Designation in Committee	Signature
1	Dr.M.Sasidhar	Principal, ASIST	Chairman	<i>[Signature]</i>
2	Dr.P.Chiranjeevi	Director of Academics	Coordinator	<i>[Signature]</i>
3	Sri.K.V.Rao	Office Manager	Member	<i>[Signature]</i>
4	P.Venkateswara Rao	Director EDC	Member	<i>[Signature]</i>
5	DrY.Jyotsna Sirisha Rani	Director, R&D	Member	<i>[Signature]</i>
6	Sri.B.Rama Rao	HOD,ECE	Member	<i>[Signature]</i>
7	Sri.D Pavan Kumar	HOD,S&H	Member	<i>[Signature]</i>
8	Sri.B.Praneeth	HOD, Mech	Member	<i>[Signature]</i>
9	Dr.M.Thiyagarajan	HOD,CE	Member	<i>[Signature]</i>
10	Mrs.M.Prameela	Assistant Professor CSE	Member	<i>[Signature]</i>
11	Sri.Sk.Jaffrullah	Assistant Professor S&H	Member	<i>[Signature]</i>
12	Sri.BTirumaia Rao	Assistant Professor EEE	Member	<i>[Signature]</i>
13	Sri.B.Sai Rama Krishna	Assistant Professor Mech	Member	<i>[Signature]</i>
14	Mrs.T.Subhasini	Coordinator Women Empowerment cell	Member	<i>[Signature]</i>
15	Sri.G.Naresh	Vice-president Syncreon Technology	Member	<i>[Signature]</i>
16	Sri.Ch.Chinna Veeraiah	Office in-charge Examinations	Member	<i>[Signature]</i>
17	Sri.P.Ramesh Babu	Placement Officer	Member	<i>[Signature]</i>
18	Sri.K.Appa Rao	Librarian	Member	<i>[Signature]</i>
19	Ms.Y.Kalyani	Student/Alumni	Member	<i>[Signature]</i>

IQAC Coordinator

Principal



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Ref: CIR/EEE/2022/2023

Date: 16/08/2023

DEPARTMENT OF ELECTRICAL AND ELECTRONIC ENGINEERING

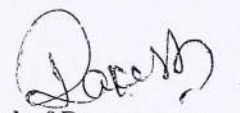
CIRCULAR

All the teaching and non-teaching of the department are here by informed that the Internal Audit team will inspect the department on 18th of Aug 2023. Hence all the staff are suggested to get ready to submit the documents as and when they ask.

The following staff members are allotted as internal auditors for the department of Electrical and Electronic Engineering

Name	Designation	Department
D. M. Hanayagundhan	Professor	CIVIL
B. Koteswara Rao	Assis. Professor	CIVIL

DAQIC Coordinator


Head of Department

Copy to:

The teaching.

Non-teaching staff.



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PROCEDURE AND FORMAT OF INTERNAL AUDIT

The activities are to be graded on the following scale

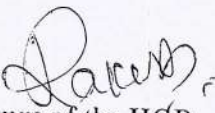
GOOD	Average	Satisfactory	Needs Improvement
A	B	C	D

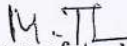
S.NO	PERTICULARS	AUDIT OR'S INPUT	GRADE	AUDETORS REPORT
1	Implementation of academic calendar	YES	A	GOOD
2	Certification Programs	YES	A	GOOD
3	No. of students undertaking field Projects/ internship	YES	A	GOOD
4	Organization of industrial visits	YES	A	GOOD
5	Feedback collection from stakeholders	YES	A	GOOD
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8	Course files maintained by the subject teachers and is updated periodically	YES	A	GOOD
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12	ICT techniques adopted in teaching and learning	YES	A	GOOD
13	Pass percentage of outgoing students		A	GOOD
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15	No. of faculty participated in conferences and symposia	YES	A	GOOD

16	Organization of Guest lectures, Workshops, etc	YES	A	GOOD
17	Extension activities in the neighborhoods community in terms of impact and sensitizing students to social issues and holistic development	YES	A	GOOD
18	Adequate facilities for teaching learning, viz. class rooms, laboratories, computing equipment, etc.	YES	A	GOOD
19	Number of students participating in extension activities	YES	A	GOOD
20	Established systems and procedures for maintaining and utilizing physical, academic and support facilities laboratory, library, sports complex, computers, classrooms etc.	YES	A	GOOD
21	Expenditure incurred on maintenance of physical facilities excluding salary component	YES	A	GOOD
22	Linkages with institutions/ industries for internship, on-the-job training, project work, sharing of research facilities etc.	YES	A	GOOD
23	Per day usage of library by teachers and students	YES	A	GOOD
24	Bandwidth of Internet	1000M BPS	A	GOOD
25	Management merit scholarships		A	GOOD
26	Skill Enhancement initiatives	YES	A	GOOD
27	Number of placements of outgoing students	YES	A	GOOD
28	Student qualified in competitive examinations	YES	B	AVERAGE
29	Students admitted in higher studies		D	NEED TO IMPROVEMENT
30	Awards/medals for outstanding performance in sports, yoga/ cultural activities national/international level.		D	NEED TO IMPROVEMENT
31	Alumni association/chapters meetings conducted		D	NEED TO IMPROVEMENT
32	Organization of professional development programs		A	GOOD
33	Teachers attending professional development programs	YES	A	GOOD
34	Effectiveness of various bodies/ cells/ committees is evident through minutes of meetings and implementation of their resolutions	YES	A	GOOD

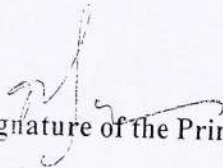
Suggestions:

1. Encourage the students to participate in internships, industrial visits, paper publications.
2. Encourage the students to participate in the outside events
3. Improve the Research publications.


Signature of the HOD


Signature of Auditor 1


Signature of Auditor 2


Signature of the Principal.

PRINCIPAL
Mritanshi Institute of Science and Technology
Amrita Soti Nagar, Paritala
Karnataka Dist. 521 180

Copy to: The Chairperson
The Principal Office File
All Members of the IQAC.

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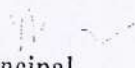
Ref: ASIST/IOAC/2022/23

Date: 19/08/2023

CIRCULAR

The IQAC would like to remind to submit the Action Taken Report of the internal Academic Administrative Audit report which was conducted on 18th August 2023 for the A.Y 2022-23. Hence the HOD of CSE is requested to submit the same within a week to the IQAC.


IQAC Ccoordinator


Principal

Copy to:
The Chairman,
Principal's Office,
All the IQAC Members.

Principal
Amrita Sai Institute of Science and Technology
Amrita Sai Nagar, Paritala
Kanchikacherla, Krishna Dist, Andhra Pradesh- 521180



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www.amritasai.edu.in, Phone: 0866 2428399.



Date:31/08/23

DEPARTMENT OF ELECTRICAL AND ELECTRONIC ENGINEERING

Action Taken Report on internal Academic Administrative Audit Report For the A.Y 2022-23

As orders received from the IQIC department of EEE has successfully completed the internal academic audit on 18th Aug 2023.


After the audit the department conducted a meeting and discussed thoroughly about the suggestions given by the Auditors and took necessary steps to implement them.

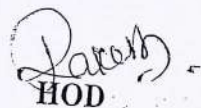
Action Taken Report on the made by the Auditors.


S.No	AUDIT TYPE	AUDIT YEAR	SUGGESTION	ACTION TAKEN
1	Internal	2022-2023	conferences and symposia need to be improved	faculty participated in conferences and symposia
2	Internal	2022-2023	competitive examinations need to be improved	Students competitive examinations need to be improved
3	Internal	2022-2023	Encourage the students to participates to internships, Industrial visits, paper publications	Encouraged the students to participates to internships, Industrial visits, paper publications
4	Internal	2022-2023	Encourage the students to participates the outside events	Encouraged the students to participates the outside events
5	Internal	2022-2023	Improve the Research publications	Students participates the Research Publications Need to be Improved
6	Internal	2022-2023	Awards/medals for outstanding performance in sports, yoga/ cultural activities national/international level	Students participates the sports, yoga/ cultural activities national/international level

Copy to: The Chairperson

The Principal Office File
All Members of the IQAC


IQIC coordinator


HOD


Principal

Principal
Amrita SAI Institute of Science & Technology
Paritala, Kanchikacherla, Krishna Dist, Andhra Pradesh- 521180.



AMRITA SAI INSTITUTE OF SCIENCE & TECHNOLOGY
(AUTONOMOUS)

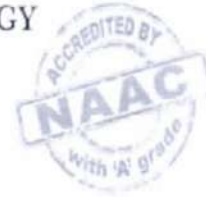
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www.amritasai.edu.in, Phone: 0866 2428377.



DEPARTMENT OF ELECTRONICS AND COMMUNICATIONS ENGINEERING

INTERNAL

ACADEMIC AUDIT REPORTS

Academic year: 2021-22



**AMRITA SAI INSTITUTE OF SCIENCE & TECHNOLOGY
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www.amritasai.edu.in, Phone: 0866 2428399.



Ref: ASIST/ IQAC/CIR/2021/22

Date: 08/08/2022

CIRCULAR

All the HOD'S and members of IQAC are here by informed that there will be a meeting with principal on 9th.August ,2022 at 11AM in Principal chamber to discuss about internal audit of academic year 2021-22 at ASIST

AGENDA

1. Internal Audit format and procedure
2. Deputation of staff to audit internal Departments
3. Praposed dates of submission
4. Any other with permission of principal

I would like all the IQAC Members , Hod's and senior staff of the college to attend the meeting and deliberate upon the Agenda.

IQAC Coordinator

IQAC Coordinator

Amrita Sai Institute of Science & Technology
Amrita Sai Nagar, Paritala -521180

Copy to: The Chairperson

The Principal Office File

All Members of the IQAC.

Principal

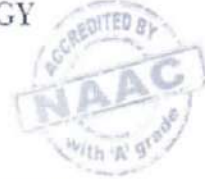
PRINCIPAL

Amrita Sai Institute of Science and Technology
Amrita Sai Nagar, Paritala
Krishna Dist 521180



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Ref: ASIST/ IQAC/CIR/2021/22

Date: 09/08/2022

**ACADEMIC AND ADMINISTRATIVE
INTERNAL AUDIT.**

As per the office order from the principal dated August, 9th 2022, the following committees have been constituted by IQAC to carry out the internal audit of the departments in the Month of August 2021-2022 as on 16/08/2022 to 18/08/2022.

2. After discussion with IQAC Coordinator and HOD'S the Principal has finalized the below faculty to carry out their Assigned department Internal Audit.

3. All the HOD's were asked to depute the allotted faculty to carry out the duty.

IQAC coordinator thanked the principal and the HOD'S for their cooperation .The meeting ended with vote of thanks.

ALLOTTED FACULTY TO CARRY OUT THE INTERNAL AUDIT.

The committee that audits the Department of CSE.

Name	Designation	Department	Signature
Dr.V.Gajendrakumar	Professor	ECE	
Dr.S.Siva Lingam	Assoct. Professor	ECE	

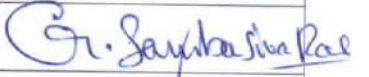

The committee that audits the Department of ECE.

Name	Designation	Department	Signature
Dr.G.vijay kumar	Professor	CSE	
Dr.M.srinivasulu	Professor	CSE	

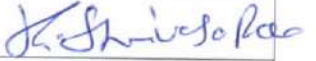

The committee that audits the Department of Civil

Name	Designation	Department	Signature
Sri.Abdul firoz	Assist.Professor	MECH	
Sri.T.Gopal rao	Assist.Professor	MECH	



The committee that audits the Department of EEE.

Name	Designation	Department	Signature
Dr.G.Sambasivarao	Professor	CSE	
Sri. P.Ramesh babu	Assist. Professor	CSE	


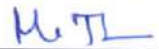
The committee that audits the Department of Mechanical.

Name	Designation	Department	Signature
Dr.K.Phani Srinivas	Professor	ECE	
Sri.B.Balaji	Assist.Professor	ECE	



The committee that audits the Department of S & H

Name	Designation	Department	Signature
Dr D.Hema	Assoc.Professor	ECE	
Sri.Ch.ChinnaVeeraiah	Assist.Professor	EEE	

The committee that audits the Department of Examination Cell.

Name	Designation	Department	Signature
Dr.Elanogo	Professor	Mech	
Dr.M.Thiyagarajan	Professor	Civil	

The committee that audits the Department of Library.

Name	Designation	Department	Signature
Dr.R.Dinesh kumar	Professor	ECE	
D.Pavan kumar	Assist.Professor	S &H	


IQAC Coordinator

IQAC Coordinator
Amrita Sai Institute of Science & Technology
Amrita Sai Nagar, Paritala -521180


Principal

PRINCIPAL
Amrita Sai Institute of Science and Technology
Amrita Sai Nagar, Paritala
Krishna Dist 521180



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The following members are appointed for Internal Quality Assurance Cell (IQAC)
for the Academic year 2021-2022

S.No	Name	Designation	Designation in Committee	Signature
1	Dr. M. Sasidhar	Principal ,ASIST	Chairperson	
2	Dr. P. Chiranjeevi	Director of Academics	Coordinator	
3	Mrs.T.Suhasini	Coordinator Women Empowerment cell	Member	
4	Mr.Ch.Chinna veeraiah	Office incharge Examinations	Member	
5	Sri. B. RamaRao	HOD,ECE	Member	
6	Sri.P.Venkateswara Rao	Director EDC	Member	
7	Dr.Y.Jyotsna Sirisha Rani	Director ,R&D	Member	
8	Sri.D. PavanKumar	HOD,S&H	Member	
9	Sri.P.RameshBabu	Placement Officer	Member	
10	Dr.M.Thiyagarajan	HOD,CIVIL	Member	
11	Sri.B.Praneeth	HOD , Mech	Member	
12	Sri. K.AppaRao	Librarian	Member	
13	Mrs.Prameela	Asst. Prof. CSE	Member	
14	Sri.K.V.Rao	Office Manager	Member	
15	Sri.B.Tirumala Rao	Asst Prof.EEE	Member	
16	Sri.G. Naresh	Vice-president Syncreon Technology	Member	
17	Sri. Sk. Jaffrullah	Asst Prof. S&H	Member	
18	Sri.B. Sai Rama krishna	Asst.prof. Mech	Member	
19	Ms. Y. Kalyani	Student/Alumni	Member	

IQAC Coordinator

IQAC Coordinator

Principal

Copy to: The Chairperson Institute of Science & Technology

The Principal Office File
Amrita Sai Nagar, Paritala -521180

All Members of the IQAC

PRINCIPAL

Amrita Sai Institute of Science and Technology
Amrita Sai Nagar, Paritala
Krishna Dist 521180



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Electronics and communications Engineering

Ref: CIR/ECE/2021/2022

Date. 13/08/2022

CIRCULAR

All the teaching and non-teaching of the department are here by informed that the Internal Audit team will inspect department to audit for the Academic Year 2021-2022 on 17th of August 2022. Hence all the staff are suggested to get ready to submit the documents as and when they ask.

The following staff members are allotted as internal auditors for the Department of ECE.

Name	Designation	Department
Dr. G. vijaya kumar	Professor	CSE
Dr.M.srinivasulu	Professor	CSE

DAQIC Coordinator

Head of Department

Head of the Department
Electronics and Communication Engineering
Amrita sai Institute of Science and Technology
PARITALA (Post), Kanchikacherla(M),
Krishna District, A.P., 521180

Copy to:

The teaching.

Non-teaching staff.



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Department: ECE

Date : 17/08/2022

ACADEMIC AND ADMINISTRATIVE
INTERNAL AUDIT

As per the office order from the Ref: ASIST/IQAC/CIR/2021/22, dated 11/08/2022, ECE Department has completed Academic and Administrative Audit successfully on 17/08/2022

The following staff members are allotted as internal auditors for the Department of ECE.

Name	Designation	Department
Dr. G. vijaya kumar	Professor	CSE
Dr.M.srinivasulu	Professor	CSE


IQAC Coordinator
IQAC Coordinator
Amrita Sai Institute of Science & Technology
Amrita Sai Nagar, Paritala -521180


Principal

PRINCIPAL
Amrita Sai Institute of Science and Technology
Amrita Sai Nagar, Paritala
Krishna Dist 521180



DEPARTMENT OF ELECTRONICS AND COMMUNICATIONS & ENGINEERING
PROCEDURE AND FORMAT OF INTERNAL AUDIT REPORT FOR THE
A.Y.2021-22

The activities are to be graded on the following scale

GOOD	Average	Satisfactory	Needs Improvement
A	B	C	D

S.NO.	PERTICULARS	AUDITOR'S INPUT	GRADE	AUDETORS REPORT
1	Implementation of academic calendar	YES	A	Good
2	Certification Programs	YES	A	Good
3	No. of students undertaking field Projects/ internship	YES	B	Average
4	Organization of industrial visits	YES	D	Need to improvement
5	Feedback collection from stakeholders	YES	A	Good
6	Maintenance of faculty student ratio in the department	1:15	A	Good
7	Procedure followed in the allotment of subjects to the faculty.	As Per Experience	A	Good
8	Course files maintained by the subject teachers and is updated periodically	YES	A	Good
9	Mentoring system	YES	A	Good
10	Student professional society chapter and association activities		D	Need To Improvement
11	Allotment of additional responsibilities to faculty	YES	A	Good
12	ICT techniques adopted in teaching and learning	YES	B	Average
13	Pass percentage of outgoing students		B	Average
14	Dissemination of PEOs, POs, PSOs, COs	YES	A	Good
15	No. of faculty participated in conferences and symposia		C	Satisfactory
16	Organization of Guest lectures, Workshops, etc	YES	A	Good

17	Extension activities in the neighborhoods community in terms of impact and sensitizing students to social issues and holistic development	YES	B	Average
18	Adequate facilities for teaching learning, viz. class rooms, laboratories, computing equipment, etc.	YES	A	Good
19	Number of students participating in extension activities	168	B	Average
20	Established systems and procedures for maintaining and utilizing physical, academic and support facilities laboratory, library, sports complex, computers, classrooms etc.	YES	A	Good
21	Expenditure incurred on maintenance of physical facilities excluding salary component	YES	A	Good
22	Linkages with institutions/ industries for internship, on-the-job training, project work, sharing of research facilities etc.	YES	C	Satisfactory
23	Per day usage of library by teachers and students	135	B	Average
24	Bandwidth of Internet	1000mbps	A	Good
25	Management merit scholarships	YES	D	Need to Improvement
26	Skill Enhancement initiatives	YES	D	Need to Improvement
27	Number of placements of outgoing students	YES	A	Good
28	Student qualified in competitive examinations	YES	C	Satisfactory
29	Students admitted in higher studies	YES	B	Average
30	Awards/medals for outstanding performance in sports, yoga/ cultural activities national/international level.	YES	A	Good
31	Alumni association/chapters meetings conducted	YES	D	Need to Improvement
32	Organization of professional development programs	YES	B	Average
33	Teachers attending professional development programs	YES	A	Good
34	Effectiveness of various bodies/ cells/ committees is evident through minutes of meetings and implementation of their resolutions	YES	A	Good

Suggestions for Improvement:

1. Need to Facilitate more number of Industrial Visits are required.
2. More attention should be paid to improve the number of students qualified in the competitive examinations.
3. Need to Encourage the students participate in internships, paper publications.
4. Need to encourage students to participate in Certification programs

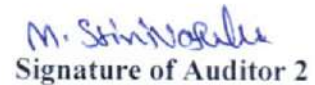


Signature of the HOD

Head of the Department
Electronics and Communication Engineering
Amrita sai Institute of Science and Technology
PARITALA (Post), Kanchikacherla(M),
Krishna District, A.P.. 521180



Signature of Auditor 1



Signature of Auditor 2



Signature of the Principal.

PRINCIPAL
Amrita Sai Institute of Science and Technology
Amrita Sai Nagar, Paritala
Krishna Dist 521180

Copy to: The Chairperson
The Principal Office File
All Members of the IQAC.



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Date: 19/08/2022

CIRCULAR

The IQAC would like to remind to submit the Action Taken Report of the internal Academic Administrative Audit report which was conducted on 17th August 2022 for the A.Y 2021-22. Hence the HOD of ECE are requested to submit the same within two days to the IQAC.

IQAC Coordinator

IQAC Coordinator

Amrita Sai Institute of Science & Technology
Amrita Sai Nagar, Paritala -521180

Copy to: The Chairperson

The Principal Office File

All Members of the IQAC.

Principal

PRINCIPAL
Amrita Sai Institute of Science and Technology
Amrita Sai Nagar, Paritala
Krishna Dist 521180



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Electronics and communications Engineering

Date: 20/08/2022

CIRCULAR

All staff members of the department are requested to attend the meeting on 20th of August 2022 at the department seminar hall at 1.00PM

Agenda.

1. Discussion on suggestions give by Auditors (internal Academic Administrative Audit) for the Academic year 2021-22.

The following are the Remarks/suggestions Identified by the Auditors:

S.No	Audit Type	Audit Year	Suggestion
1	Internal	2021-2022	Industrial Visits are Required.
2	Internal	2021-2022	More attention should be paid to Improve the number of students qualified in the competitive examinations.
3	Internal	2021-2022	Need to Encourage the students participate in internships, paper publications
4	Internal	2021-2022	Need to improve Certification programs
5	Internal	2021-2022	Student professional society chapter and association activities
6	Internal	2021-2022	Alumni association/chapters meetings conducted
7	Internal	2021-2022	Management merit scholarships
8	Internal	2021-2022	No. of faculty participated in conferences and symposia
9	Internal	2021-2022	Student qualified in competitive examinations

DAQIC Coordinator

Copy to:

The teaching.

Non-teaching staff.

Head of the Department

Head of the Department
Electronics and Communication Engineering
Amrita sai Institute of Science and Technology
PARITALA (Post), Kanchikacherla(M),
Krishna District A.P. 521180



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DEPARTMENT OF ELECTRONICS AND COMMUNICATIONS ENGINEERING

Action Taken Report on Internal Academic And Administrative Audit Report For The
A.Y 2021-22

As orders received from the IQAC the department of ECE has successfully completed the internal academic audit on 17th August 2022.

After the Audit the department conducted a meeting and discussed thoroughly about the suggestions given by the auditors and took necessary steps to implement them

The Action Taken Report On The Made By The Auditors.

S.No	Audit Type	Audit Year	Suggestion	Action Taken
1	Internal	2021-2022	Industrial Visits are Required.	Industrial visits in every semester for developing industrial knowledge
2	Internal	2021-2022	More attention should be paid to Improve the number of students qualified in the competitive examinations.	We have conducted one program in every year towards carrier development of the students
3	Internal	2021-2022	Need to Encourage the students participate in internships, paper publications	We have to encourage the students to participate in internships
4	Internal	2021-2022	Need to improve Certification programs	We guide the students to attend NPTEL courses


HOD ECE


IQAC Coordinator


principal

Head of the Department
Electronics and Communication Engineering
Amrita sai Institute of Science and Technology
PARITALA (Post), Kanchikacherla(M),
Krishna District, A.P. 521180

IQAC Coordinator
Amrita Sai Institute of Science & Technology
Amrita Sai Nagar, Paritala -521180

PRINCIPAL
Amrita Sai Institute of Science and Technology
Amrita Sai Nagar, Paritala
Krishna Dist - 521180



AMRITA SAI INSTITUTE OF SCIENCE & TECHNOLOGY

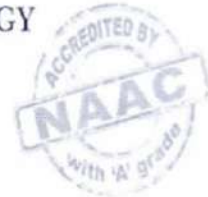
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DEPARTMENT OF ELECTRONICS AND COMMUNICATIONS ENGINEERING

EXTERNAL

ACADEMIC AUDIT REPORTS

Academic year: 2021-22



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Ref: ASIST/IQAC/2021/22

Date: 12/09/2022

CIRCULAR

All The HODs and Staff members are requested to attend the meeting with principal on 13/09/22 at 11 am in principal chamber To Discuss about External audit for the academic Year 2021-22.

AGENDA

1. External Audit process and procedure
2. Selection of external auditors.
3. Date of audit

I would like all the IQAC members, HODS and staff and senior staff of the college to attend this meeting.

~~IQAC~~ Coordinator
IQAC Coordinator

Amrita Sai Institute of Science & Technology
Amrita Sai Nagar, Paritala -521180

Copy to: The Chairperson

The Principal office

All the members of the IQAC.

Principal

PRINCIPAL
Amrita Sai Institute of Science and Technology
Amrita Sai Nagar, Paritala
Krishna Dist . 521 180



AMRITA SAI INSTITUTE OF SCIENCE & TECHNOLOGY

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Ref: ASIST/IQAC/CIR/2021/22

Date: 13/09/2022

ACADEMIC AND ADMINISTRATIVE

EXTERNAL AUDIT.

Minutes of the meeting held on 13th September, 2021-2022

At the outset Coordinator of IQAC welcomed Dr. M. Sasidhar, Chairman of the committee, Hod's, senior faculty and other members. The agenda points were taken up for discussion with permission of the chair.

The following points were discussed and deliberated upon in the meeting.

1. Chairperson discussed with the IQAC Coordinator, senior faculty and HOD'S about Internal and External Academic and Administrative Audits.
2. Resolved by selecting Dr.B.S.Naga Kishore, Professor, & HOD Dept of ECE, Acharya Nagarjuna University, Guntur . Dr. M. Venu Gopal Rao, Professor, & Dept of ECE K.L.U Deemed_University, Vijayawada have been Selected as External Auditors by the Principal.
3. Chairperson asking for the convenient date of the department the HOD'S proposed to finish on september 2021-2022 as on 19/09/2022 to 21/09/2022
4. Principal suggested the Hod's to prepare the departments for the Audit.

IQAC Coordinator Dr. P. Chiranjeevi. Thanked the Principal and HOD'S and staff for their active participation of the meeting


IQAC Coordinator

IQAC Coordinator
Amrita Sai Institute of Science & Technology
Amrita Sai Nagar, Paritala -521180


Principal

PRINCIPAL

Amrita Sai Institute of Science and Technology
Amrita Sai Nagar, Paritala
Krishna Dist 521180

Copy to: The Chairperson

Principal Office File

All Members of IQAC, Staff, Notice board.



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The following members are appointed for Internal Quality Assurance Cell (IQAC) for the Academic year 2021-2022

S.No	Name	Designation	Designation in Committee	Signature
1	Dr. M. Sasidhar	Principal ,ASIST	Chairperson	
2	Dr. P. Chiranjeevi	Director of Academics	Coordinator	
3	Mrs.T.Suhasini	Coordinator Women Empowerment	Member	
4	Mr.Ch.Chinna veeraiah	Office incharge Examinations	Member	
5	Dr.Y.Jyotsna Sirisha Rani	Director ,R&D	Member	
6	Sri.P.Venkateswara Rao	Director EDC	Member	
7	Sri.B.RamaRao	HOD,ECE	Member	
8	Sri.D. PavanKumar	HOD,S&H	Member	
9	Sri.P.RameshBabu	Placement Officer	Member	
10	Dr.M.Thiyagarajan	HOD,CIVIL	Member	
11	Sri.B.Praneeth	HOD , Mech	Member	
12	Sri. K.AppaRao	Librarian	Member	
13	Mrs.Prameela	Asst. Prof. CSE	Member	
14	Sri.K.V.Rao	Office Manager	Member	
15	Sri.B.Tirumala Rao	Asst Prof.EEE	Member	
16	Sri.G. Naresh	Vice-president Technology Syncreon	Member	
17	Sri. Sk. Jaffrullah	Asst Prof. S&H	Member	
18	Sri.B. Sai Rama krishna	Asst.prof. Mech	Member	
19	Ms. Y. Kalyani	Student/Alumni	Member	

IQAC Coordinator

IQAC Coordinator

Principal

Amrita Sai Institute of Science & Technology
Copy to: The Chairperson, Amrita Sai Nagar, Paritala -521180

The Principal Office File ,All Members of the IQAC

PRINCIPAL
Amrita Sai Institute of Science and Technology
Amrita Sai Nagar, Paritala
Krishna Dist 521 180



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Department of Electronics and communications & Engineering

Ref: CIR/ECE/2021/2022

Date. 16/09/2022

CIRCULAR

All the teaching and non-teaching staff of the department of ECE are here by informed that the External Audit team will inspect the department to audit for the academic year 2021-2022 on 20th of September 2022. Hence all the staff are suggested to get ready to submit the documents as and when they ask

The following staff members are allotted as External Auditors for Department of ECE:

Name	Designation	Department
Dr. B.S. Naga Kishore	Professor	ECE
Dr. M. Venu Gopal Rao.	Professor	ECF


DAQIC Coordinator


Head of the Department

Head of the Department
Electronics and Communication Engineering
Amrita sai Institute of Science and Technology
PARITALA (Post), Kanchikacherla(M),
Krishna District, A.P., 521180

Copy to:

The teaching.

Non-teaching staff.



AMRITA SAI INSTITUTE OF SCIENCE & TECHNOLOGY

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Approved by AICTE, New Delhi, Permanently Affiliated to JNTUK, Kakinada,
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www.amritasai.edu.in, Phone: 0866 2428399.



Department of Electronics and communications & Engineering

**PROCEDURE AND FORMAT OF EXTERNAL ACADEMIC AND ADMINISTRATIVE
AUDIT REPORT AY 2021-22**

Date of Audit: 20th September 2022.

Name and Designation of Audit Member-1: Dr. B.S. Naga Kishore

Professor & HOD ECE

Acharya Nagarjuna University, Guntur.

Name and Designation of Audit Member-2: : Dr.M.Venu Gopal Rao

Professor, Dept of ECE

K.L.University, Vijayawada

(The activities are to be graded on the following scale)

Excellent	Good	Satisfactory	Needs improvement
A	B	C	D

Details of Programmes in the college: A.Y: 2021- 2022

S.No.	Name of the Programme	Sanctioned Strength	Actual Strength
UG			
1	B.Tech in Computer Science Engineering	120	126
2	B.Tech in Electronics and Communication Engineering	198	169
3	B.Tech in Civil Engineering	33	09
4	B.Tech in Mechanical Engineering	33	04
5	B.tech in Electrical and Electronics Engineering	66	16
UG Total		726	544
PG			
1	M.Tech (Computer Science and Engineering)	18	14
2	M.Tech (VLSI & Embedded Systems)	18	05
3	M.Tech (Digital Electronics and Communication Systems)	12	00
4	M.Tech(Power Electronics)	18	04
5	MBA	132	54
6	MBA(Health Management)	66	07
7	MCA	66	66
PG Total		354	147
UG and PG Total		1080	691

1. Curricular Aspects

S.No.	Item	HEIs/p	Grade	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 the Institution	AR-20	A	AR-18 Syllabus not competing with industry requirements. I) BOS has recommended latest technologies like IOT and other advanced subjects for gaining better knowledge. II) BOS always monitoring and giving suggestions to do necessary change according to the needs of Industry.
1.2	Percentage of new courses introduced of the total number of courses across all programs	AR-20	A	AR-18 Syllabus not competing with industry requirements. I). BOS has recommended latest technologies like Python and other advanced subjects for gaining better knowledge. II). BOS always monitoring and giving suggestions to do necessary change according to the needs of Industry
1.3	Percentage of programs in which Choice Based Credit System (CBCS) /Elective course system has been implemented	100%	A	Advanced courses implemented in AR-20.
1.4	Institution integrates cross cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum	100%		JNTUK has included the Human values and Ethics and Environmental Science as part of curriculum for the programmes.
1.5	Number of Value-added courses imparting transferable and life skills offered	90%	A	A large number of students were enrolled into value added courses.
1.6	Feedback on curriculum and other aspects from stake holders	YES	A	Being collected in regular intervals

2.Teaching-Learning and Evaluation

S.No.	Item	HEIsi/p	Grade	Remarks
2.1	Demand Ratio (%of students admitted)	U.G 607 P.G 86	A	U.G. Admissions is good. P.G. Admissions are to be improved
2.2	Number of full-time teachers	Doctorates :13 Professors 7 Associate Professors-7 Assistant Professors -44	A	Total:71
2.3	Number of students enrolled	207	A	Copy enclosed
2.4	Student –Full time teacher ratio	1:20	A	Copy enclosed
2.5	No. of permanent faculty With Ph.D	Doctorates 13	A	Good
2.6	Average teaching experience of full time teachers in years	85%	A	Good
2.7	Total No. of teaching days	102	A	Academic Calendar enclosed.
2.8	Preparation and adherence to Academic Calendar and Teaching plans	YES	A	A Copy enclosed
2.9	Innovative processes adopted in Teaching and Learning	YES	A	Following Out Come Based Education System.
2.10	Teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources, MOODLES etc.	YES	A	All the class rooms are provided with LCD Projectors and using LMS Portal.
2.11	Remedial Classes for slow learners and backlog students	GATE/GRE classes are conducted for advanced learners.	A	Very good initiative is taken towards slow learners and backlog students by providing extra inference.
2.12	GATE Classes for Advanced Learners.	YES	A	Class for Advanced Learners
2.13	Mentoring System	1:15	A	Individual attention is taken by the Mentor
2.14	Adequate facilities for teaching – learning, viz., classrooms, laboratories, computing equipment, etc.	YES	A	New teaching Methodologies have to be adopted All the Facilities are available.IOT / Ethical Hacking Cyber Forensics Labs

2.15	Advanced Research Centers	YES	A	Provided
2.16	Teachers attending professional development programs	70% Faculty attended the programmes	A	Encourage Assistant Professor to attend the FDP'S.
2.17	Organization of Guest Lectures, Industrial Visits, Workshops, etc.,	YES	B	Need to improve More Number of workshops, guest lectures for students
2.18	Online Certification Programmers	70% the faculty completed the certificate courses from nation and international.	A	SWAYAM, NPTEL & Attending Other Institution FDPs
2.19	Student Professional Society Chapter and Association Activities	YES	A	RACE Association has to be started
2.20	No. of Students undertaking field projects /internships	YES	A	Recommended to all the students
2.21	Dissemination of PEOs, POs, PSOs, COs	YES	A	They are displayed in all the prominent places and locations.
2.22	Attainment of COs, POs, PSOs	YES	A	A systematic procedure has been followed in maintain the attainment.
2.23	Online student satisfaction survey	YES	A	In 2021-22 almost Students have participated in the survey.

3. Research and Innovation

S.No.	Item	HEIsi/p	Grade	Remarks
3.1	The institution has a well-defined policy for promotion of research	YES	A	Service rules are provided
3.2	The institution provides seed money to its teachers	YES	B	Encourage faculty to publish Journals. 3000 rupees have been provided for each publication
3.3	Teachers recognized as research guides	01	B	Faculty are interested to guide the students and applied for permission, yet to be received from the university.
3.4	Sponsored research Projects and consultancy	YES	D	To be improved
3.5	Workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices	YES	B	To be improved
3.6	Research Publications	YES	A	Faculty is encouraged to publish papers in reputed journals.
3.7	No. of Faculty participated in conferences and symposia	Conferences: 3	B	Encouragement has been given to the faculty to present their papers in the symposiums and conferences.
3.8	Books and chapters in edited volumes / books published, and papers in national/international Conference-proceedings.	2	D	Faculty is asked to publish their papers in national and international journals.
3.9	Revenue generated from Consultancy	YES	C	To be improved
3.10	Linkages with institutions/industries for internship, on-the-job training, project work, sharing of research Facilities etc.	YES	A	improved
3.11	Functional MoUs	YES	A	5

4. Central library Facility

S.No.	Item	HEIsi/p	Grade	Remarks
4.1	Library is automated using Integrated Library Management System (ILMS)	YES	A	Good
4.2	Collection of rare books, manuscripts, special reports or any other knowledge resource for library enrichment	YES	A	NDLI Registered
4.3	Does the institution have the following: e – journals, e-Shodh Sindhu, Shodh ganga membership, e-books, Databases	YES	A	Good
4.4	Expenditure for purchase of books and journals		A	Should be increased little more than present giving year
4.5	Availability of digital library with a provision for remote access on intranet	YES	A	15 Systems have remote access on internet.
4.6	Per day usage of library by teachers and students	400	A	

5. Examination Section

S.No.	Item	HEIsi/p	Grade	Remarks
5.1	Number of days from the date of last semester-end/ year- end examination till the declaration of results	98	A	For the Academic Year 2021-22
5.2	Percentage of student complaints/grievances about evaluation against total number appeared in the examinations	1	A	Nil
5.3	Percentage of applications for revaluation leading to change in marks	51	A	51 Students passed in its revaluation.
5.5	Status of automation of Examination division along with approved Examination Manual	YES	A	Followed as per university guidelines.
5.6	Pass percentage of outgoing students	63%	A	Good

6.Amenities and Sports facilities

S.No.	Item	HEIsi/p	Grade	Remarks
6.1	The institution has adequate facilities for sports, games (indoor, outdoor, gymnasium, yoga centre etc.)and cultural activities	YES	A	Good
6.2	Awards/medals for outstanding performance in sports, Yoga /cultural activities at national/international level	YES	A	District Level Bad mention Kabbadi District Level participated
6.3	Number of sports, Yoga and cultural activities/ competitions organized the institution level.	10	A	Yoga/cultural/Sports and competitions were held.

7.Internet Connectivity

S.No.	Item	HEIsi/p	Grade	Remarks
7.1	Institution frequently updates its IT facilities including Wi-Fi	YES	A	For 30 days updated based on the requirements
7.2	Student-Computer ratio	1:4	A	Adequate numbers of computers have been facilitated in all the computer labs.
7.3	Available bandwidth of internet connection in the Institution	1000MBPS	A	Good
7.4	Facilities for e-content development such as Media centre, recording facility, Lecture Capturing System(LCS)	YES	A	Good

8.Placements and Higher Education				
S.No.	Item	HEIsi/p	Grade	Remarks
8.1	Capability enhancement and development schemes	YES	A	Good
8.2	No of students benefited by guidance for competitive examinations and career counselling Offered by the institution	16	A	Will be improved in coming years.
8.3	Number of placements of outgoing students	179	A	Placed in MNC 'S, IT Core companies, private companies.
8.4	Students Qualified in Competitive Examinations	10	B	To be improved

9.Alumni Engagement				
S.No.	Item	HEIsi/p	Grade	Remarks
9.1	The Alumni Association /Chapters	YES	A	ASIST Alumni Association yet to be started
9.2	Alumni contributions	YES	A	Healthy it will strengthen in future.
9.3	Alumni Association / Chapters meetings Conducted	YES	A	Yearly once

10.Social service and Extension activities

S.No.	Item	HEIsi/p	Grade	Remarks
10.1	Initiatives taken to engage with and contribute to local community	YES	A	NSS Unit is involved and adopted a village and conducted more programmes.
10.2	No. of Activities conducted for promotion of universal values(Truth, Righteous conduct, Love, Non-Violence and peace);national values, human values, national social cohesion as well as for observance of fundamental duties integration And communal harmony	YES	A	1. Activities conducted on Non-violence and Yoga 2. Conducts Republic and Independence days. 3. Essay Writing on water conservation. Importance of forestations. 4. Plantation in near by villages.
10.3	Extension activities in the neighborhood community in terms of impact and sensitizing students to social issues and holistic development	YES	A	Rally on Corona Virus , Bad Hobbits, and Swactcha Bharath and Sinking ponds. Drug awareness program.
10.4	Awards and recognition received for extension activities	YES	A	- Recognized as Government Founded Unit
10.5	Extension and outreach programs conducted in collaboration Government Organizations, Non-Government Organizations	YES	A	Mega covid-19 tests were conducted. Mega vaccination camp was organized
10.6	Number of students participating in extension activities	130	A	Good
10.7	Village adaptation	YES	A	Gani Athkur
10.8	NCC(Awards)	YES	A	Government Founded Unit

11.Administrative Procedures				
S.No.	Item	HEIsInput	Grade	Remarks
11.1	Budget allocation, excluding salary for infrastructure augmentation	YES	A	Good
11.2	Expenditure incurred on maintenance of physical facilities and academic Support facilities excluding Salary component	YES	A	Good
11.3	Established systems and procedures for maintaining and utilizing physical, academic and support facilities -laboratory, library, sports complex, computers, Classrooms etc.	YES	A	Fully equipped with need tool.
11.4	Students benefited by scholarships and free ships provided by the Government.	YES	A	Students are benefited by A.P. Government Fees Reimbursement Scheme & Central Gov't fees.
11.5	Students benefited by scholarships, free ships, etc. provided by the institution besides government schemes	YES	A	Meritorious students are given Cash Prizes.
11.6	Support to differently abled students	YES	A	Lift and ramp are existing in college
11.7	Transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases	YES	A	Ragging Free Campus.
11.8	Presence of an active Student Council & representation of students on academic & administrative bodies/committees	YES	B	Improved
11.9	Professional development /administrative training programs organized by the Institution for teaching and non- teaching staff	YES	A	FDP'S OBE'S were conducted.

12. Governance, Leadership and Management

S.No.	Item	HEIs Input	Grade	Remarks
12.1	Governance of the institution is reflective of an effective leadership in tune with the vision and mission of the Institution	YES	A	Governing Body meetings are conducted Twice in a year to ensure Institute activities.
12.2	Decentralization and participative management	YES	A	Proactive and participative Management is in place. Administrative hierarchy is ensured by governing Body
12.3	Perspective/Strategic plan and deployment documents	Selective agenda items of strategic plan are discussed in governing body meeting and decisions are circulated to all the departments.	A	As per the college policy head of the institution and department hod's will implement
12.4	Organizational structure of the Institution including governing body, administrative setup, and functions of various bodies, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism	YES	A	Service Rules Book is Provided.
12.5	Implementation of e-governance in are as of operation 1. Administration 2. Finance and Accounts 3. Student Admission and Support 4. Examination	All 4 YES YES YES YES	A	Good
12.6	Effectiveness of various bodies/ cells/ committees is evident through minutes of meetings and Implementation of the irresolution	YES	A	Good

12.7	Welfare measures for teaching and non-teaching staff	YES	A	EPF facility, Health Insurance, Concessional Transport, Free medical facility are provided.
12.8	Performance Appraisal System for teaching and non-teaching staff.	YES	A	Every year it will be followed
12.9	Institutional strategies for mobilization and understand the optimal utilization of resources	YES	A	Good
12.10	Teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies	YES	A	T.A &D. A is given for attending the workshops, fees also paid for memberships.

13. Best Practices of the Institution

S.No.	Item	HEIs Input	Grade	Remarks
13.1	Number of gender equity promotion programs organized by the institution	YES	B	Need to conduct more activities.
13.2	Power requirement of the Institution met by their new able Energy sources	YES	A	Solar system established and power generator.
13.3	Percentage of lighting power requirements met through LED bulbs	85%	B	Good
13.4	Waste Management steps	YES	B	Need to be improved
13.5	Rain water harvesting structures and utilization in the campus	YES	B	Bunds to be constructed
13.6	Green Practices	YES	B	Good
13.7	Expenditure on green initiatives and waste management (Excluding salary component)	YES	C	Need to be improved.
13.8	Initiatives to address location advantages and disadvantages	YES	B	Signboards are arranged
13.9	Code of conduct handbook exists for students, teachers, governing body, administration including Principal/Officials and support staff	YES	B	Good

13.10	Display of core values in the institution and on its website	YES	B	Displayed at all the places
13.11	Activities to increase consciousness about nation identities and symbols; Fundamental Duties and Rights of Indian citizens obligations and other constitutional obligations	YES	A	Nation and international days are celebrated
13.12	Functioning is as per professional code of prescribed / suggested by statutory bodies / regulatory authorities for different Professions.	YES	B	Good
13.13	Organizes national festivals and birth/death anniversaries of the Great Indian personalities.	YES	A	Followed
13.14	Transparency in its financial, academic, administrative and Auxiliary functions	YES	B	Good
	<ol style="list-style-type: none"> 1. Value addition by certification programs as well as technology training is focused through Skill Development Centre (APSSDC, IITB-RC, NPTEL, Spoken tutorial, Swayam Prabha). 2. Student participation in Innovation, Incubation and Entrepreneurship activities through CIIE. 3. Departmental initiative for placements in core domains other than central Training and Placement cell. 4. Alumni involvement in placement drive. 5. The course coordinator system has been continued. 6. Conduct of subject based Seminars and workshops have been continued. Involvement of students in various committees has been increased. 7. The practice of conducting Guest lectures, Industrial visits and Industrial training has been enhanced. 8. The functioning of Research groups to promote better quality research and publications has been strengthened. 9. More Practical orientation is supported through Mini-projects, technical seminars. 10. Industry Internships made mandatory for all students 11. Program electives, Open electives and Mandatory courses as well as MOOCs are incorporated. 12. Continuous inputs from all stakeholders like Alumni, 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 	<p>YES</p> <p>YES</p> <p>YES</p> <p>YES</p> <p>YES</p> <p>YES</p> <p>YES</p> <p>YES</p> <p>YES</p> <p>YES</p> <p>YES</p> <p>YES</p> <p>YES</p>	<p>A</p> <p>A</p> <p>A.(More students should be involved)</p> <p>A</p> <p>B</p> <p>A</p> <p>A</p> <p>A</p> <p>A</p> <p>A</p> <p>B</p> <p>A</p> <p>B</p>	

14. Additional Training on communication skills and soft skills is further increased.	YES	B
15. Research aptitude among the students is inculcated through project implementations.	YES	B
16. An Advisory Committee has been formulated for every department with suitable external members.	YES	A
17. A regular monitoring of Academic growth is taken care by the College Advisory Board (CAB)	YES	A
18. Improved Membership in various professional bodies like IEEE, CSI, ISTE, IE, IETE, ISHRE	YES	B
19. Institute has signed some MOUs and established Tieups/collaborations with reputed organizations and institutions	YES	A
20. Improved class room facilities with ICT tools.	YES	A
21. Participation of students in Sports, Games at National and International level, NCC, NSS activities.	YES	A

14. IQAC				
S.No.	Item	HEI Input	Grade	Remarks
14.1	Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance Strategies and processes	YES	A	More interactive sessions with students and faculty must be improved
14.2	The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC Set up as per norms	YES	A	Follows the University structure.
14.3	Quality initiatives by IQAC for promoting quality culture	YES	A	Has to be improved in coming years.

Suggestions for improvement:

1. Out Come Based Education System is fully implemented and the attainments are also satisfactory. Conducted Guest Lectures and One Week Program on OBE more number of participants should be increased.
2. Individual faculty has explained the importance of Po's Co's and Pso's in the class rooms, as well as displayed in the prominent places of the campus and well maintained
3. A good number of Students Professional Societies are registered and conducted activities.
4. More attention should be paid to improve the number of students qualified in the competitive examinations
5. Need to Encourage the students participate in internships, paper publications, research also.



Signature of AAA member 1

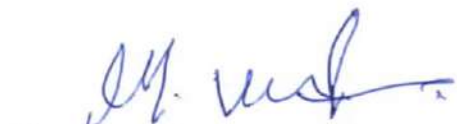
Name: Dr. B.S. Naga Kishore

Designation: Professor.

Address: HOD. Dept of ECE

Acharya Nagarjuna University, Guntur

Mobile No:



Signature of AAA member 2

Name: Dr. M. Venu Gopal Rao

Designation: Professor.

Address: KLU Deemed University
Vijayawada.

Mobile No.:



principal

PRINCIPAL

Amrita Sai Institute of Science and Technology

Amrita Sai Nagar, Paritala

Krishna Dist 521 180



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Date: 21/09/2022

CIRCULAR

The IQAC would like to remind the HOD's of all the departments to submit the Action Taken Report of the External Academic Administrative Audit report which was conducted on 20th September, 2022 for the A.Y 2021-22. Hence the HOD's are requested to submit the same within a week to the IQAC.


IQAC Coordinator

IQAC Coordinator
Amrita Sai Institute of Science & Technology
Amrita Sai Nagar, Paritala -521180

Copy to: The Chairperson
The Principal office

All the members of the IQAC.


Principal

PRINCIPAL
Amrita Sai Institute of Science and Technology
Amrita Sai Nagar, Paritala
Krishna Dist 521180



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DEPARTMENT OF ELECTRONICS AND COMMUNICATION ENGINEERING

Date: 23/09/2021

CIRCULAR

All staff members of the department are requested to attend the meeting on 23rd of December at the department seminar hall at 1.00PM without fail

AGENDA.

1. Discussion on suggestions give by Auditors (External Academic Administrative Audit)

The following are the remarks/suggestions identified by the Auditors:

S.No	Audit Type	Audit Year	Suggestion
1	External	2021-2022	Students professional society activities need to be started.
2	External	2021-2022	1.Improve the overall performance of student's attendance in NPTEL lectures 2.All the faculty should attend FDPs/STTOs in every semester at least one
3	External	2021-2022	Need to Encourage the students participate in internships, paper publications, research also.
4	External	2021-2022	1.Focus to full fill the feedback given by student's suggestions 2.More feedback to be collected from all stake holders
5	External	2021-2022	1.Improve student's enrolment in co-curricular activities 2.take measures to improve the performance in competitive examinations

DAQIC Coordinator

Head of The Department

Copy to:

The teaching.

Non-teaching staff.

Head of the Department
Electronics and Communication Engineering
Amrita sai Institute of Science and Technology
PARITALA (Post), Kanchikacherla(M),
Krishna District, A.P., 521180



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DEPARTMENT OF ELECTRONICS AND COMMUNICATION ENGINEERING

**Action Taken Report on External Academic And Administrative Audit Report For
The A.Y 2021-22**

As orders received from the IQAC the department of ECE has successfully completed the External academic audit on 20th September 2022. After the Audit the department conducted a meeting and discussed thoroughly about the suggestions given by the auditors and took necessary steps to implement them

The Action Taken Report On the Made by The Auditors.

S.No	Audit Type	Audit Year	Suggestion	Action Taken
1	External	2021-2022	Students professional society activities need to be started.	We have started IETE Membership for student branches.
2	External	2021-2022	1.Improve the overall performance of student's attendance in NPTEL lectures 2.All the faculty should attend FDPs/STTOs in every semester at least one	In the Academic year 2021-22, all the third year students are encouraged to enroll NPTEL courses All the faculty are advised to attend FDPs /STTPs
3	External	2021-2022	Need to Encourage the students participate in internships, paper publications, research also.	We have to encourage the students to participate in internships.
4	External	2021-2022	1.Focus to full fill the feedback given by student's suggestions 2.More feedback to be collected from all stake holders	Taking the feedback from all the students and corrective measures are explained to faculty by the HOD
5	External	2021-2022	1.Improve student's enrolment in co-curricular activities 2.take measures to improve the performance in competitive examinations	HOD and Mentors gave instructions and motivation to students to participate in co-curricular activities and to prepare the competitive exams towards carrier development of the students


HOD

Head of the Department
Electronics and Communication Engineering
Amrita Sai Institute of Science and Technology
PARITALA (Post), Kanchikacherla(M),
Krishna District, A.P., 521180


IQAC Coordinator
IQAC Coordinator
Amrita Sai Institute of Science & Technology
Amrita Sai Nagar, Paritala -521180


Principal

PRINCIPAL
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Amrita Sai Nagar, Paritala
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FOR THE A.Y. 2021-22**

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Department of Computer Science & Engineering

Ref: CIR/CSE/2021/2022

Date: 16/09/2022

CIRCULAR

All the teaching and non-teaching staff of the department are here by informed that the External Audit team will inspect the department to audit for the Academic Year 2021-22 on 19th of September 2022. Hence all the staff are suggested to get ready to submit the documents as and when they ask.

ALLOTTED FACULTY TO CARRY OUT THE EXTERNAL AUDIT.

The committee that audits the Department of CSE.

Name	Designation	Department
Dr.K..Ruthu Ramya,	Professor	ECE
Dr.K.Bhanu Prakash	Professor	ECE

Gujay K...

DAQIC Coordinator

Amrita Sai Institute of Science & Technology
Amrita Sai Nagar, Paritala -521180

Copy to:

The teaching.

Non-teaching staff.

[Signature]

Head of the Department

Professor & HOD, Dep. of CSE
Amrita Sai Institute of Science & Technology
Amrita Sai Nagar, PARITALA (PO)-521180
Kanchikacherla, Dist. Krishna E

AMRITA SAI INSTITUTE OF SCIENCE & TECHNOLOGY (AUTONOMOUS)



Approved by AICTE, New Delhi, Permanently Affiliated to JNTUK, Kakinada, SBTET,
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www.amritasai.org.in, Phone: 0866 2428399.



Department of Computer Science & Engineering

PROCEDURE AND FORMAT OF EXTERNAL ACADEMIC AND ADMINISTRATIVE AUDIT REPORT FOR THE AY 2021-22

Date of Audit: 19-09-2022

Name and Designation of Audit Member-1: Dr.K.Ruth Ramya, Associate Professor, KLU.

Name and Designation of Audit Member-2: Dr.K.Bhanu Prakash, Professor, KLU

(The activities are to be graded on the following scale)

Excellent	Good	Satisfactory	Needs improvement
A	B	C	D

Details of Programmes in the college: A.Y: 2021- 2022

S.No	Name of the Programme	Sanctioned Strength	Actual Strength
UG			
1	B.Tech in Computer Science and Engineering	132	126
2	B.Tech in CSE with Data Science	66	63
3	B.Tech in CSE with IOT and Cyber Security Inc Block Chain Technology	66	63
4	B.Tech in CSE with Artificial Intelligence and Machine Learning	66	65
5	B.Tech in CSE with Big Data Analytics	33	28
6	B.Tech in Electronics and Communication Engineering	198	169
7	B.Tech in Civil Engineering	33	09
8	B.Tech in Mechanical Engineering	66	05
9	B.Tech in Electrical and Electronics Engineering	66	16
UG Total		726	544
PG			
1	M.Tech (Computer Science and Engineering)	18	14
2	M.Tech (VLSI & Embedded Systems)	18	05
3	M.Tech (Digital Electronics and Communication Systems)	12	00
4	M.Tech (Power Electronics)	18	04
5	M.Tech (Structural Engineering)	24	14
6	MCA (Master of Computer Applications)	66	66
7	MBA (Master of Business Administration)	132	42
8	MBA(Health Management)	66	02
PG Total		354	147
UG and PG Total		1080	691

1. Curricular Aspects

S.No	Item	HEIsi/p	Grade	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 the Institution	R-16	A	R-16 Syllabus not competing with industry requirements. I) .BOShas recommended latest technologies like Python and other advanced subjects for gaining better knowledge. II) BOS always monitoring and giving suggestions to do necessary change according to the needs of Industry.
1.2	Percentage of new courses introduced of the total number of courses across all programs	AR-18	A	R-16 Syllabus not competing with industry requirements. I).BOShas recommended latest technologies like Python and other advanced subjects for gaining better knowledge. II).BOS always monitoring and giving suggestions to do necessary change according to the needs of Industry
1.3	Percentage of programs in which Choice Based Credit System (CBCS) /Elective course system has been implemented	100%	A	Advanced courses implemented in AR-22.
1.4	Institution integrates cross cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum	100%		JNTUK has included the Human values and Ethics and Environmental Science as part of curriculum for the programmes.
1.5	Number of Value-added courses imparting transferable and life skills offered	90%	A	A large number of students were enrolled into value added courses.
1.6	Feedback on curriculum and other aspects from stake holders	YES	A	Being collected in regular intervals

2. Teaching-Learning and Evaluation

S.No.	Item	HEIsi/p	Grade	Remarks
2.1	Demand Ratio (%of students admitted)	U.G 544 P.G 86	A	U.G. Admissions is good. P.G. Admissions are to be improved
2.2	Number of full-time teachers	Doctorates 15 Professors 6 Associate Professors-6 Assistant Professors -26	A	--
2.3	Number of students enrolled	126	A	Copy enclosed
2.4	Student –Full time teacher ratio	1:20	A	Copy enclosed
2.5	No. of permanent faculty With Ph.D	Doctorates 15	A	--
2.6	Average teaching experience of full time teachers in years	15 years	A	--
2.7	Total No. of teaching days	160	A	Academic Calendar enclosed.
2.8	Preparation and adherence to Academic Calendar and Teaching plans	YES	A	A Copy enclosed
2.9	Innovative processes adopted in Teaching and Learning	YES	A	Following Out Come Based Education System.
2.10	Teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources, MOODLES etc.	YES	A	All the class rooms are provided with LCD Projectors and using LMS Portal.
2.11	Remedial Classes for slow learners and backlog students	GATE/GRE classes are conducted for advanced learners.	A	Very good initiative is taken towards slow learners and backlog students by providing extra inference.
2.12	GATE Classes for Advanced Learners.	YES	A	Class for Advanced Learners
2.13	Mentoring System	1:20	A	Individual attention is taken by the Mentor
2.14	Adequate facilities for teaching – learning, viz., classrooms, laboratories, computing equipment, etc.	YES	A	New teaching Methodologies have to be adopted All the Facilities are available.IOT / Ethical Hacking Cyber Forensics Labs

2.15	Advanced Research Centers	YES	A	Provided
2.16	Teachers attending professional development programs	70% Faculty attended the programmes	A	Encourage Assistant Professor to attend the FDP'S.
2.17	Organization of Guest Lectures, Industrial Visits, Workshops, etc.,	YES	A	More workshops conducted for teaching and non-teaching
2.18	Online certification Programmers	70% the faculty completed the certificate courses from nation and international.	A	SWAYAM, NPTEL & COURSERA
2.19	Student Professional Society Chapter and Association Activities	YES	A	RACE Program
2.20	No. of Students undertaking field projects /internships	YES	A	Recommended to all the students
2.21	Dissemination of PEOs, POs, PSOs, COs	YES	A	They are displayed in all the prominent places and locations.
2.22	Attainment of COs, POs, PSOs	YES	A	A systematic procedure has been followed in maintain the attainment.
2.23	Online student satisfaction survey	YES	A	In 2021-22 almost Students have participated in the survey.

3. Research and Innovation

S.No.	Item	HEIs/p	Grade	Remarks
3.1	The institution has a well-defined policy for promotion of research	YES	A	Service rules are provided
3.2	The institution provides seed money to its teachers	YES	B	Encourage faculty to publish Journals. 5000 rupees have been provided for each publication in Scopus.
3.3	Teachers recognized as research guides	03	B	Faculty are interested to guide the students and applied for permission, yet to be received from the university.
3.4	Sponsored research Projects and consultancy	YES	D	To be improved
3.5	Workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices	YES	B	To be improved
3.6	Research Publications	YES	A	Faculty is encouraged to publish papers in reputed journals.
3.7	No. of Faculty participated in conferences and symposia	Conferences: 3	B	Encouragement has been given to the faculty to present their papers in the symposiums and conferences.
3.8	Books and chapters in edited volumes / books published, and papers in national/international Conference-proceedings.	2	D	Faculty is asked to publish their papers in national and international journals.
3.9	Revenue generated from Consultancy	YES	C	To be improved
3.10	Linkages with institutions/industries for internship, on-the-job training, project work, sharing of research Facilities etc.	YES	A	To be improved
3.11	Functional MoUs	YES	A	Suggested to increase the Functional MoUs

4. Central library Facility

S.No.	Item	HEIsi/p	Grade	Remarks
4.1	Library is automated using Integrated Library Management System (ILMS)	YES	A	--
4.2	Collection of rare books, manuscripts, special reports or any other knowledge resource for library enrichment	YES	A	NDLI Registered
4.3	Does the institution have the following: e – journals, e-Shodh Sindhu, Shodh ganga membership, e-books, Databases	YES	A	--
4.4	Expenditure for purchase of books and journals		A	--
4.5	Availability of digital library with a provision for remote access on intranet	YES	A	15 Systems have remote access on internet.
4.6	Per day usage of library by teachers and students	200	A	--

5. Examination Section

S.No.	Item	HEIsi/p	Grade	Remarks
5.1	Number of days from the date of last semester-end/ year- end examination till the declaration of results	98	A	For the Academic Year 2021-22
5.2	Percentage of student complaints/grievances about evaluation against total number appeared in the examinations	1	A	Nil
5.3	Percentage of applications for revaluation leading to change in marks	Nil	A	Nil
5.5	Status of automation of Examination division along with approved Examination Manual	YES	A	--
5.6	Pass percentage of outgoing students	90	A	--

6.Amenities and Sports facilities

S.No.	Item	HEIs/p	Grade	Remarks
6.1	The institution has adequate facilities for sports, games (indoor, outdoor, gymnasium, yoga centre etc.)and cultural activities	YES	A	--
6.2	Awards/medals for outstanding performance in sports, Yoga /cultural activities at national/international level	YES	A	--
6.3	Number of sports, Yoga and cultural activities/ competitions organized the institution level.	5	A	--

7.Internet Connectivity

S.No.	Item	HEIs/p	Grade	Remarks
7.1	Institution frequently updates its IT facilities including Wi-Fi	YES	A	--
7.2	Student-Computer ratio	1:4	A	Adequate numbers of computers have been facilitated in all the computer labs.
7.3	Available bandwidth of internet connection in the Institution	1000 MBPS	A	--
7.4	Facilities for e-content development such as Media centre, recording facility, Lecture Capturing System(LCS)	YES	A	--

8.Placements and Higher Education

S.No.	Item	HEIsi/p	Grade	Remarks
8.1	Capability enhancement and development schemes	YES	A	--
8.2	No of students benefited by guidance for competitive examinations and career counselling Offered by the institution	7	A	--
8.3	Number of placements of outgoing students	97	A	Placed in MNC'S ,IT &Core companies
8.4	Students Qualified in Competitive Examinations	10	B	--

9.Alumni Engagement

S.No.	Item	HEIsi/p	Grade	Remarks
9.1	The Alumni Association /Chapters	YES	B	Suggested to add more Alumni Association / Chapters.
9.2	Alumni contributions	YES	B	Suggested to add more Alumni Association / Chapters.
9.3	Alumni Association / Chapters meetings Conducted	YES	B	Suggested to add more Alumni Association / Chapters.

10. Social service and Extension activities

S.No.	Item	HEIs/p	Grade	Remarks
10.1	Initiatives taken to engage with and contribute to local community	YES	A	NSS Unit is involved and adopted a village and conducted more programmes.
10.2	No. of Activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national social cohesion as well as for observance of fundamental duties integration And communal harmony	YES	A	Activities conducted on Independence days. Republic Day
10.3	Extension activities in the neighborhood community in terms of impact and sensitizing students to social issues and holistic development	YES	A	Rally on Swatcha Bharath and Drug awareness program. Awareness programs regarding Health and Health Camps are conducted.
10.4	Awards and recognition received for extension activities	YES	A	Recognized as Government Founded Unit
10.5	Extension and out reach programs conducted in collaboration Government Organizations, Non-Government Organizations	YES	A	Awareness programme on Drug
10.6	Number of students participating in extension activities	60	A	Good
10.7	Village adaptation	YES	A	Gani Atkuru
10.8	NCC(Awards)	YES	A	Government Founded Unit

11. Administrative Procedures				
S.No.	Item	HEIs Input	Grade	Remarks
11.1	Budget allocation, excluding salary for infrastructure augmentation		A	Satisfactory
11.2	Expenditure incurred on maintenance of physical facilities and academic Support facilities excluding Salary component		A	Good
11.3	Established systems and procedures for maintaining and utilizing physical, academic and support facilities -laboratory, library, sports complex, computers, Classrooms etc.	YES	A	Fully equipped with need tool.
11.4	Students benefited by scholarships and free ships provided by the Government.	YES	A	Students are benefited by A.P. Government Fees Reimbursement Scheme & Central Gov't fees.
11.5	Students benefited by scholarships, free ships, etc. provided by the institution besides government schemes	YES	A	Meritorious students are given Cash Prizes.
11.6	Support to differently abled students	YES	A	ramp is existing in college
11.7	Transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases	YES	A	Ragging Free Campus.
11.8	Presence of an active Student Council & representation of students on academic & administrative bodies/committees	YES	B	Improved
11.9	Professional development /administrative training programs organized by the Institution for teaching and non- teaching staff	YES	A	FDP'S OBE'S were conducted.

12. Governance, Leadership and Management

S.No.	Item	HEIs Input	Grade	Remarks
12.1	Governance of the institution is reflective of an effective leadership in tune with the vision and mission of the Institution	YES	A	Governing Body meetings are conducted Twice in a year to ensure Institute activities.
12.2	Decentralization and participative management	YES	A	Proactive and participative Management is in place. Administrative hierarchy is ensured by governing Body
12.3	Perspective/Strategic plan and deployment documents	Selective agenda items of strategic plan are discussed in governing body meeting and decisions are circulated to all the departments.	A	As per the college policy head of the institution and department hod's will implement
12.4	Organizational structure of the Institution including governing body, administrative setup, and functions of various bodies, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism	YES	A	Service Rules Book is Provided.
12.5	Implementation of e-governance in are as of operation 1. Administration 2. Finance and Accounts 3. Student Admission and Support 4. Examination	All 4 YES YES YES YES	A	Good
12.6	Effectiveness of various bodies/ cells/ committees is evident through minutes of meetings and Implementation of the irresolution	YES	A	Good

12.7	Welfare measures for teaching and non-teaching staff	YES	A	Health Insurance, Free Transport, Free medical facility are provided.
12.8	Performance Appraisal System for teaching and non-teaching staff.	YES	A	Every year it will be followed
12.9	Institutional strategies for mobilization and understand the optimal utilization of resources	YES	A	Good
12.10	Teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies	YES	A	T.A &D. A is given for attending the workshops, fees also paid for memberships.

13. Best Practices of the Institution

S.No.	Item	HEI Input	Grade	Remarks
13.1	Number of gender equity promotion programs organized by the institution	YES	B	Need to conduct more activities.
13.2	Power requirement of the Institution met by their new able Energy sources	YES	A	Solar system established and power generator.
13.3	Percentage of lighting power requirements met through LED bulbs	85%	B	Good
13.4	Waste Management steps	YES	B	Need to be improved
13.5	Rain water harvesting structures and utilization in the campus	YES	B	Bunds to be constructed
13.6	Green Practices	YES	B	Good
13.7	Expenditure on green initiatives and waste management (Excluding salary component)	YES	C	Need to be improved.
13.8	Initiatives to address location al advantages and disadvantages	YES	B	Signboards are arranged
13.9	Code of conduct handbook exists for students, teachers, governing body, administration including Principal/Officials and support staff	YES	B	Good

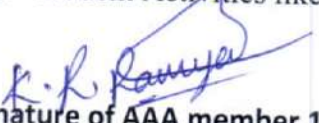
	Been introduced in the curriculum for all the students		
14.	Additional Training on communication skills and soft skills is further increased.	YES	B
15.	Research aptitude among the students is inculcated through project implementations.	YES	B
16.	An Advisory Committee has been formulated for every department with suitable external members.	YES	A
17.	A regular monitoring of Academic growth is taken care by the College Advisory Board(CAB)	YES	A
18.	Improved Membership in various professional bodies like IEEE, CSI, ISTE, IE, IETE, ISHRE	YES	B
19.	Institute has assigned some MOUs and established Tieups/collaborations with reputed organizations and institutions	YES	A
20.	Improved class room facilities with ICT tools.	YES	A
21.	Participation of students in Sports, Games at National and International level, NCC, NSS activities.	YES	A

14. IQAC

S.No.	Item	HEIs Input	Grade	Remarks
14.1	Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance Strategies and processes	YES	A	More interactive sessions with students and faculty must be improved
14.2	The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC Set up as per norms	YES	A	Follows the University structure.
14.3	Quality initiatives by IQAC for promoting quality culture	YES	A	Has to be improved in coming years.

Suggestions for improvement:

1. Suggested to encourage students to Paper Publications in their Projects.
2. Students participation in competitive Exams should be increased.
3. Student Activities like Seminars, PPTs, Code Tests need to be improve.



Signature of AAA member 1

Name: Dr. K. Ruthu Ramya

Designation: professor

Address: K.L. University
Green Fields
Vaddeswaram
Guntur

Mobile No: 9696234666



Signature of AAA member 2

Name: K. Bharat Prakash

Designation: professor

Address: K.L. University
Green Fields
Vaddeswaram
Guntur.

Mobile No.: 9247150016

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DEPARTMENT OF COMPUTER SCIENCE & ENGINEERING

Ref: CIR/CSE/2021/2022

Date:21-09-2022

All the Faculties are informed to attend a meeting on 21st September, 2023 @10.00 AM without fail.

Agenda:

Discussion on suggestions given by Auditors (External Academic Administrative Audit).

The following are the remarks / suggestions identified by the Auditors:

S.No	Audit Type	Audit year	Suggestion
1	External	2021-22	Suggested to encourage students to Paper Publications in their Projects.
2	External	2021-22	Students participation in competitive Exams should be increased.
3	External	2021-22	Student Activities like Seminars, PPTs, Code Tests need to be improve.


DAQIC Coordinator

IQAC Coordinator

Amrita Sai Institute of Science & Technology
Amrita Sai Nagar, Paritala -521180



Head of the Department

Professor & HOD, Dept. of CSE
Amrita Sai Institute of Science & Technology
Amrita Sai Nagar, PARITALA (PO)-521180
Kanchikacherla, Mdl. Krishna D.

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DEPARTMENT OF COMPUTER SCIENCE & ENGINEERING

Date: 26/09/22

Action taken report on External Academic And Administrative Audit Report for A.Y.2021-22

As per the orders received from the IQAC, the department of CSE has successfully completed the external academic audit on 19th September 2022. The following steps of actions are taken as actions per the suggestions given by the auditors.

The action taken report on the suggestions made by the Auditors.

S.No	Audit Type	Audit year	Suggestion	Action Taken
1	External	2021-22	Suggested to encourage students to Paper Publications in their Projects.	Students are encouraged to publish papers in their projects.
2	External	2021-22	Students participation in competitive Exams should be increased.	We have conducted programs on various topics.
3	External	2021-22	Student Activities like Seminars, PPTs, Code Tests need to be improve.	With the encouragement of our staff students are participated in various activities conducted by other institutions and won the Prizes.

HOD
Professor & HOD, Dept. of CSE
Amrita Sai Institute of Science & Technology
Paritala (PO)-521180
Krishna Dist
Principal's Office,
All the IQAC Members.

IQAC Coordinator
IQAC Coordinator
Amrita Sai Institute of Science & Technology
Amrita Sai Nagar, Paritala -521180

Principal
Principal
Amrita Sai Institute of Science and Technology
Amrita Sai Nagar, Paritala
Krishna Dist. 521180

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EXTERNAL ACADEMIC AND ADMINISTRATIVE AUDIT REPORT FOR THE A.Y. 2019-20

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Department of Computer Science & Engineering

Ref:CIR/CSE/2019/2020

Date. 05/12/2020

CIRCULAR

All the teaching and non-teaching staff of the department are here by informed that the External Audit team will inspect the department to audit for the Academic year 2019-20 on 7th of December 2020. Hence all the staff are suggested to get ready to submit the documents as and when they ask .

ALLOTTED FACULTY TO CARRY OUT THE EXTERNAL AUDIT.

The committee that audits the Department of CSE.

Name	Designation	Department
Dr.Ch.Radhika Rani,	Professor	ECE
Dr.K.V.D.Kiran	Professor	ECE


DAQIC Coordinator
IQAC Coordinator

Amrita Sai Institute of Science & Technology
Amrita Sai Nagar, Paritala -521180

Copy to:
The teaching.
Non-teaching staff.



Head of the Department

Professor & HOD, Dept. of CSE
Amrita Sai Institute of Science & Technology,
Amrita Sai Nagar, PARITALA (PO)-52118
Kanchikacherla, Mdt. Krishna D

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Department of Computer Science & Engineering

PROCEDURE AND FORMAT OF EXTERNAL ACADEMIC AND ADMINISTRATIVE AUDIT REPORTAY 2019-20

Date of Audit: 07-12-2020

Name and Designation of Audit Member-1: Dr.Ch.Radhika Rani, Associate Professor, KLU

Name and Designation of Audit Member-2: Dr.K.V.D Kiran, Professor, KLU

(The activities are to be graded on the following scale)

Excellent	Good	Satisfactory	Needs improvement
A	B	C	D

Details of Programmes in the college: A.Y: 2019-20.

S. No.	Name of the Programme	Sanctioned Strength	Actual Strength
UG			
1	B.Tech in Computer Science and Engineering	128	128
6	B.Tech in Electronics and Communication Engineering	193	189
7	B.Tech in Civil Engineering	96	27
8	B.Tech in Mechanical Engineering	128	43
9	B.tech in Electrical and Electronics Engineering	128	14
UG Total		673	401
PG			
1	M.Tech (Computer Science and Engineering)	18	9
2	M.Tech (VLSI & Embedded Systems)	18	14
3	M.Tech (Digital Electronics and Communication Systems)	24	6
3	M.Tech (Power Electronics)	18	11
4	M.Tech (Structural Engineering)	24	24
5	MCA (Master of Computer Applications)	64	26
	MBA (Master of Business Administration)	128	71
PG Total		294	161
UG and PG Total		967	562

1. Curricular Aspects

S.No.	Item	HEIs/p	Grade	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 the Institution	R-16	A	R-16 Syllabus not competing with industry requirements. I) .BOS has recommended latest technologies like Python and other advanced subjects for gaining better knowledge. II) BOS always monitoring and giving suggestions to do necessary change according to the needs of Industry.
1.2	Percentage of new courses introduced of the total number of courses across all programs	AR-18	A	R-16 Syllabus not competing with industry requirements. I).BOS has recommended latest technologies like Python and other advanced subjects for gaining better knowledge. II).BOS always monitoring and giving suggestions to do necessary change according to the needs of Industry
1.3	Percentage of programs in which Choice Based Credit System (CBCS) /Elective course system has been implemented	100%	A	Advanced courses implemented in AR-18.
1.4	Institution integrates cross cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum	100%		JNTUK has included the Human values and Ethics and Environmental Science as part of curriculum for the programmes.
1.5	Number of Value-added courses imparting transferable and life skills offered	90%	A	A large number of students were enrolled into value added courses.
1.6	Feedback on curriculum and other aspects from stake holders	YES	A	Being collected in regular intervals

2. Teaching-Learning and Evaluation

S.No.	Item	HEIsi/p	Grade	Remarks
2.1	Demand Ratio (%of students admitted)	U.G 401 P.G 161	A	U.G. Admissions is good. P.G. Admissions are to be improved
2.2	Number of full-time teachers	Doctorates 9 Professors 6 Associate Professors-2 Assistant Professors -20	A	--
2.3	Number of students enrolled	128	A	Copy enclosed
2.4	Student –Full time teacher ratio	1:20	A	Copy enclosed
2.5	No. of permanent faculty With Ph.D	Doctorates 9	A	--
2.6	Average teaching experience of full time teachers in years	15 years	A	--
2.7	Total No. of teaching days	165	A	Academic Calendar enclosed.
2.8	Preparation and adherence to Academic Calendar and Teaching plans	YES	A	A Copy enclosed
2.9	Innovative processes adopted in Teaching and Learning	YES	A	Following Out Come Based Education System.
2.10	Teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources, MOODLES etc.	YES	A	All the class rooms are provided with LCD Projectors and using LMS Portal.
2.11	Remedial Classes for slow learners and backlog students	GATE/GRE classes are conducted for advanced learners.	A	Very good initiative is taken towards slow learners and backlog students by providing extra inference.
2.12	GATE Classes for Advanced Learners.	YES	A	Class for Advanced Learners
2.13	Mentoring System	1:20	A	Individual attention is taken by the Mentor
2.14	Adequate facilities for teaching – learning, viz., classrooms, laboratories, computing equipment, etc.	YES	A	New teaching Methodologies have to be adopted All the Facilities are available.IOT / Ethical Hacking Cyber Forensics Labs

3. Research and Innovation

S.No.	Item	HEIsi/p	Grade	Remarks
3.1	The institution has a well-defined policy for promotion of research	YES	A	Service rules are provided
3.2	The institution provides seed money to its teachers	YES	B	Encourage faculty to publish Journals. 3000 rupees have been provided for each publication
3.3	Teachers recognized as research guides	03	B	Faculty are interested to guide the students and applied for permission, yet to be received from the university.
3.4	Sponsored research Projects and consultancy	YES	D	To be improved
3.5	Workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices	YES	B	To be improved
3.6	Research Publications	YES	A	Faculty is encouraged to publish papers in reputed journals.
3.7	No. of Faculty participated in conferences and symposia	Conferences: 3	B	Encouragement has been given to the faculty to present their papers in the symposiums and conferences.
3.8	Books and chapters in edited volumes / books published, and papers in national/international Conference-proceedings.	2	D	Faculty is asked to publish their papers in national and international journals.
3.9	Revenue generated from Consultancy	YES	C	To be improved
3.10	Linkages with institutions/industries for internship, on-the-job training, project work, sharing of research Facilities etc.	YES	A	To be improved
3.11	Functional MoUs	YES	A	Suggested to increase the Functional MoUs

4. Central library Facility

S.No.	Item	HEIsi/p	Grade	Remarks
4.1	Library is automated using Integrated Library Management System (ILMS)	YES	A	Good
4.2	Collection of rare books, manuscripts, special reports or any other knowledge resource for library enrichment	YES	A	NDLI Registered
4.3	Does the institution have the following: e – journals, e-Shodh Sindhu, Shodh ganga membership, e-books, Databases	YES	A	Good
4.4	Expenditure for purchase of books and journals		A	
4.5	Availability of digital library with a provision for remote access on intranet	YES	A	15 Systems have remote access on internet.
4.6	Per day usage of library by teachers and students	300	A	Good

5. Examination Section

S.No.	Item	HEIsi/p	Grade	Remarks
5.1	Number of days from the date of last semester-end/ year- end examination till the declaration of results	98	A	For the Academic Year 2019-20
5.2	Percentage of student complaints/grievances about evaluation against total number appeared in the examinations	1	A	Nil
5.3	Percentage of applications for revaluation leading to change in marks	0	A	.Nil
5.5	Status of automation of Examination division along with approved Examination Manual	YES	A	---
5.6	Pass percentage of outgoing students	90	A	---

6.Amenities and Sports facilities

S.No.	Item	HEIs/p	Grade	Remarks
6.1	The institution has adequate facilities for sports, games (indoor, outdoor, gymnasium, yoga centre etc.)and cultural activities	YES	A	--
6.2	Awards/medals for outstanding performance in sports, Yoga /cultural activities at national/international level	YES	A	--
6.3	Number of sports, Yoga and cultural activities/ competitions organized the institution level.	5	A	Good

7.Internet Connectivity

S.No.	Item	HEIs/p	Grade	Remarks
7.1	Institution frequently updates its IT facilities including Wi-Fi	YES	A	--
7.2	Student-Computer ratio	1:4	A	Adequate numbers of computers have been facilitated in all the computer labs.
7.3	Available bandwidth of internet connection in the Institution	1000 MBPS	A	--
7.4	Facilities for e-content development such as Media centre, recording facility, Lecture Capturing System(LCS)	YES	A	--

8.Placements and Higher Education

S.No.	Item	HEIsi/p	Grade	Remarks
8.1	Capability enhancement and development schemes	YES	A	--
8.2	No of students benefited by guidance for competitive examinations and career counselling Offered by the institution	10	A	--
8.3	Number of placements of outgoing students	88	A	Placed in MNC'S ,IT &Core companies
8.4	Students Qualified in Competitive Examinations	10	B	--

9.AlumniEngagement

S.No.	Item	HEIsi/p	Grade	Remarks
9.1	The Alumni Association /Chapters	NO	B	Suggest to register the Alumni Association /Chapters
9.2	Alumni contributions	NO	B	Suggest to register the Alumni Association /Chapters
9.3	Alumni Association / Chapters meetings Conducted	NO	B	Suggest to register the Alumni Association /Chapters

10. Social service and Extension activities

S.No.	Item	HEIsi/p	Grade	Remarks
10.1	Initiatives taken to engage with and contribute to local community	YES	A	NSS Unit is involved and adopted a village and conducted more programmes.
10.2	No. of Activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national social cohesion as well as for observance of fundamental duties integration And communal harmony	YES	A	Activities conducted on Independence days. Republic Day
10.3	Extension activities in the neighborhood community in terms of impact and sensitizing students to social issues and holistic development	YES	A	Awareness programs regarding Health, and Health Camps are conducted.
10.4	Awards and recognition received for extension activities	YES	A	Recognized as Government Founded Unit
10.5	Extension and outreach programs conducted in collaboration Government Organizations, Non-Government Organizations	YES	A	Awareness program regarding Health conducted.
10.6	Number of students participating in extension activities	100	A	--
10.7	Village adaptation	YES	A	Gani Atkuru
10.8	NCC(Awards)	YES	A	Government Founded Unit

11. Administrative Procedures				
S.No.	Item	HEIs Input	Grade	Remarks
11.1	Budget allocation, excluding salary for infrastructure augmentation		A	Satisfactory
11.2	Expenditure incurred on maintenance of physical facilities and academic Support facilities excluding Salary component		A	Good
11.3	Established systems and procedures for maintaining and utilizing physical, academic and support facilities -laboratory, library, sports complex, computers, Classrooms etc.	YES	A	Fully equipped with need tool.
11.4	Students benefited by scholarships and free ships provided by the Government.	YES	A	Students are benefited by A.P. Government Fees Reimbursement Scheme & Central Gov't fees.
11.5	Students benefited by scholarships, free ships, etc. provided by the institution besides government schemes	YES	A	Meritorious students are given Cash Prizes.
11.6	Support to differently abled students	YES	A	Ramp Available
11.7	Transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases	YES	A	Ragging Free Campus.
11.8	Presence of an active Student Council & representation of students on academic & administrative bodies/committees	YES	B	Improved
11.9	Professional development /administrative training programs organized by the Institution for teaching and non- teaching staff	YES	A	FDP'S OBE'S were conducted.

12. Governance, Leadership and Management

S.No.	Item	HEIs Input	Grade	Remarks
12.1	Governance of the institution is reflective of an effective leadership in tune with the vision and mission of the Institution	YES	A	Governing Body meetings are conducted Twice in a year to ensure Institute activities.
12.2	Decentralization and participative management	YES	A	Proactive and participative Management is in place. Administrative hierarchy is ensured by governing Body
12.3	Perspective/Strategic plan and deployment documents	Selective agenda items of strategic plan are discussed in governing body meeting and decisions are circulated to all the departments.	A	As per the college policy head of the institution and department hod's will implement
12.4	Organizational structure of the Institution including governing body, administrative setup, and functions of various bodies, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism	YES	A	Service Rules Book is Provided.
12.5	Implementation of e-governance in are as of operation 1. Administration 2. Finance and Accounts 3. Student Admission and Support 4. Examination	All 4 YES YES YES YES	A	Good
12.6	Effectiveness of various bodies/ cells/ committees is evident through minutes of meetings and Implementation of the resolution	YES	A	Good

12.7	Welfare measures for teaching and non-teaching staff	YES	A	EPF facility, Health Insurance, Concessional Transport, Free medical facility are provided.
12.8	Performance Appraisal System for teaching and non-teaching staff.	YES	A	Every year it will be followed
12.9	Institutional strategies for mobilization and understand the optimal utilization of resources	YES	A	Good
12.10	Teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies	YES	A	T.A &D. A is given for attending the workshops, fees also paid for memberships.

13. Best Practices of the Institution

S.No.	Item	HEIs Input	Grade	Remarks
13.1	Number of gender equity promotion programs organized by the institution	YES	B	Need to conduct more activities.
13.2	Power requirement of the Institution met by their new able Energy sources	YES	A	Solar system established and power generator.
13.3	Percentage of lighting power requirements met through LED bulbs	85%	B	Good
13.4	Waste Management steps	YES	B	Need to be improved
13.5	Rain water harvesting structures and utilization in the campus	YES	B	Bunds to be constructed
13.6	Green Practices	YES	B	Good
13.7	Expenditure on green initiatives and waste management (Excluding salary component)	YES	C	Need to be improved.
13.8	Initiatives to address location advantages and disadvantages	YES	B	Signboards are arranged
13.9	Code of conduct handbook exists for students, teachers, governing body, administration including Principal/Officials and support staff	YES	B	Good

	Been introduced in the curriculum for all the students		
	14. Additional Training on communication skills and soft skills is further increased.	YES	B
	15. Research aptitude among the students is inculcated through project implementations.	YES	B
	16. An Advisory Committee has been formulated for every department with suitable external members.	YES	A
	17. A regular monitoring of Academic growth is taken care by the College Advisory Board (CAB)	YES	A
	18. Improved Membership in various professional bodies like IEEE, CSI, ISTE, IET, IETE, ISHRE	YES	B
	19. Institute has assigned some MOUs and established Tieups/collaborations with reputed organizations and institutions	YES	A
	20. Improved class room facilities with ICT tools.	YES	A
	21. Participation of students in Sports, Games at National and International level, NCC, NSS activities.	YES	A

14. IQAC				
S.No.	Item	HEIs Input	Grade	Remarks
14.1	Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance Strategies and processes	YES	A	More interactive sessions with students and faculty must be improved
14.2	The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC Set up as per norms	YES	A	Follows the University structure.
14.3	Quality initiatives by IQAC for promoting quality culture	YES	A	Has to be improved in coming years.

Suggestions for improvement:

1. Faculty are encouraged to do the Ph.D.
2. Professional development /administrative training programs organized by the Institution for teaching and non- teaching staff should be improved.
3. Faculty are suggested to participate in Research and innovative programs.

Ch. R. Rani

Signature of AAA member 1

Name: Dr. Ch. Radhika Rani

Designation: professor

Address: KL University,
Green fields
Vaddeswaram,
Guntur.

Mobile No: 9394070799

K.V.D. Kiran

Signature of AAA member 2

Name: Dr. K.V. D. Kiran

Designation: Professor

Address: KL University
Green fields
Vaddeswaram,
Guntur.

Mobile No.: 6306971257

AMRITA SAI INSTITUTE OF SCIENCE & TECHNOLOGY (AUTONOMOUS)



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DEPARTMENT OF COMPUTER SCIENCE & ENGINEERING

Ref:CIR/CSE/2019/2020

Date. 08/12/2020

CIRCULAR

All the Faculties are informed to attend a meeting on 8th December, 2020 @10.00 AM with out fail.

Agenda:

Discussion on suggestions given by Auditors (External Academic Administrative Audit).

The following are the remarks / suggestions identified by the Auditors:

S.No	Audit Type	Audit year	Suggestion
1	External	2019-20	Faculty are encouraged to do the Ph.D.
2	External	2019-20	Professional development /administrative training programs organized by the Institution for teaching and non- teaching staff should be improve.
3	External	2019-20	Research and innovative program should be improved.


DAQIC Coordinator

IQAC Coordinator

Amrita Sai Institute of Science & Technology

Amrita Sai Nagar, Paritala -521180

Copy to:

The Chairman,

Principal's Office,

All the IQAC Members.



Head of the Department

Professor & HOD, Dept. of CSE
Amrita Sai Institute of Science & Technology
Amrita Sai Nagar, PARITALA (PO)-521180
Kanchikacherla Dist, Krishna D.

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DEPARTMENT OF COMPUTER SCIENCE & ENGINEERING

Date: 15/12/20

Action taken report on External Academic And Administrative Audit Report for A.Y.2019-20

As orders received from the IQAC, the department of CSE has successfully completed the external academic audit on 7th December 2020. The following steps of actions are taken as per the suggestions given by the auditors.

The action taken report on the suggestions made by the Auditors.

S.No	Audit Type	Audit year	Suggestion	Action Taken
1	External	2019-20	Faculty are encouraged to do the Ph.D.	Department HOD and Director of Research & Development have guided the Faculty to do the Ph.D.
2	External	2019-20	Professional development /administrative training programs organized by the Institution for teaching and non- teaching staff should be improve.	Conducted FDPs and Training Programs.
3	External	2019-20	Research and innovative program should be improved.	Department HOD and Director of Research & Development have suggested the Faculty to be active in research and innovative programs.

HOD
Professor & HOD, Dept. of CSE
Amrita Sai Institute of Science & Technology
Paritala (PO)-521180
Kanchikacherla, Krishna Dist.

Copy to:
The Chairman,
Principal's Office,
All the IQAC Members.

IQAC Coordinator
IQAC Coordinator
Amrita Sai Institute of Science & Technology
Paritala -521180

Principal
PRINCIPAL
Amrita Sai Institute of Science and Technology
Amrita Sai Nagar, Paritala
Krishna Dist., 521 180

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Ref: CIR/CSE/2021/2022

Date: 16/08/2022

CIRCULAR

All the teaching and non-teaching of the department are here by informed that the Internal Audit team will inspect the department to audit for the Academic Year 2021-2022 on 18th of August 2022. Hence all the staff are suggested to get ready to submit the documents as and when they ask.

The following staff members are allotted as Internal Auditors for the Department of CSE:

Name	Designation	Department
Dr V.Gajendra Kumar	Professor	ECE
Dr S.Sivalingam	Associate Professor	ECE


DAQIC Coordinator


Head of the Department
Professor & HOD, Dept. of CSE
Amrita Sai Institute of Science & Technology,
Amrita Sai Nagar, PARITALA (PO)-521180
Kanchikacherla, Md. Krishna D.

Copy to:

The teaching.

Non-teaching staff.

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DEPARTMENT OF COMPUTER SCIENCE & ENGINEERING PROCEDURE AND FORMAT OF INTERNAL AUDIT REPORT FOR THE A.Y.2021-22 The activities are to be graded on the following scale

GOOD	Average	Satisfactory	Needs Improve ment
A	B	C	D

S.NO	PARTICULARS	AUDITOR'S INPUT	GRADE	AUDITORS REPORT
1	Implementation of academic calendar.	YES	A	GOOD
2	Certification Programs.	YES	A	GOOD
3	No. of students undertaking field Projects/ internships	YES	A	GOOD
4	Organization of industrial visits	YES	C	Satisfactory
5	Feedback collection from stakeholders	YES	A	GOOD
6	Maintenance of faculty student ratio in the department	YES	A	GOOD
7	Procedure followed in the allotment of subjects to the faculty.	YES	A	GOOD
8	Course files maintained by the subject teachers and is updated periodically	YES	A	GOOD
9	Mentoring system	YES	A	GOOD
10	Student professional society chapter and association activities	YES	A	GOOD
11	Allotment of additional responsibilities to faculty.	YES	A	GOOD
12	ICT techniques adopted in teaching and learning.	YES	A	Satisfactory

13	Pass percentage of outgoing students	YES	A	GOOD
14	Dissemination of PEOs, POs, PSOs, COs	YES	A	GOOD
15	No. of faculty participated in conferences and symposia	YES	C	Satisfactory
16	Organization of Guest lectures, Workshops, etc	YES	A	GOOD
17	Extension activities in the neighbourhood community in terms of <i>impact</i> and sensitizing students to social issues and holistic development	YES	A	GOOD
18	Adequate facilities for teaching — learning, viz. class rooms, laboratories, computing equipment, etc.	YES	A	GOOD
19	Number of students participating in extension activities.	YES	A	GOOD
20	Established systems and procedures for maintaining and utilizing physical, academic and support facilities laboratory, library, sports complex, computers, classrooms etc.	YES	A	GOOD
21	Expenditure incurred on maintenance of physical facilities excluding salary component	YES	A	GOOD
22	Linkages with institutions/ industries for internship, on-the-job training, project work, sharing of research facilities etc.	YES	A	GOOD
23	Per day usage of library by teachers and students	400	A	GOOD
24	Bandwidth of Internet	1000 Mbps	A	GOOD
25	Management merit scholarships	YES	A	GOOD
26	Skill Enhancement initiatives	YES	D	Need Improvement

27	Number of placements of outgoing students	YES	A	GOOD
28	Student qualified in competitive examinations	YES	B	AVERAGE
29	Students admitted in higher studies	YES	C	Satisfactory
30	Awards/medals for outstanding performance in sports, yoga/ cultural activities national/international level.	YES	B	AVERAGE
31	Alumni association/chapters meetings conducted	YES	B	AVERAGE
32	Organization of professional development programs	YES	C	Satisfactory
33	Teachers attending professional development programs	YES	B	AVERAGE
34	Effectiveness of various bodies/ cells/ committees is evident through minutes of meetings and implementation of their resolutions	YES	A	GOOD

Suggestions if any:

1. Student Skill Enhancement initiatives should be improved.
2. Faculty are suggested to use more ICT Tools and Techniques in Teaching..
3. Industrial Visits should be improve.

Signature of the HOD

Professor & HOD, Dept. of CSE
Amrita Sai Institute of Science & Technology
Amrita Sai Nagar, PARITALA (PO)-521180
Kandamallur, Mdl. Krishna D.

Signature of Auditor 1

Signature of Auditor 2

Signature of the Principal.

PRINCIPAL
Amrita Sai Institute of Science and Technology
Amrita Sai Nagar, Paritala
Krishna Dist : 521 180

Copy to:

The Chairperson

The Principal Office File

All Members of the IQAC.

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DEPARTMENT OF COMPUTER SCIENCE AND ENGINEERING

Ref: CIR/CSE/2021/2022

Date: 19/08/2022

CIRCULAR


All staff members of the department are requested to attend the meeting on 18th of August 2022 at the department seminar hall at 1.00PM

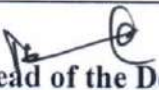
Agenda:

Discussion on suggestions given by Auditors (internal Academic Administrative Audit for the A.Y.2021-22)

The following are the remarks / suggestions identified by the Auditors:

S.No	Audit Type	Audit year	Suggestionss
1	Internal	2021-2022	Organization of industrial visits should be improved.
2	Internal	2021-2022	No. of faculty participated in conferences and symposia should be improved.
3	Internal	2021-2022	Skill Enhancement initiatives should be improved.
4	Internal	2021-2022	Student qualified in competitive examinations should be improved.
5	Internal	2021-2022	Students admitted in higher studies should be improved.
6	Internal	2021-2022	Awards/medals for outstanding performance in sports, yoga/ cultural activities national/international level should be improved.
7	Internal	2021-2022	Alumni association/chapters meetings conducted should be improved.
8	Internal	2021-2022	Organization of professional development programs should be improved.
9	Internal	2021-2022	Teachers attending professional development programs should be improved.
10	Internal	2021-2022	Faculty are suggested to use more ICT Tools and Techniques in Teaching should be improved.


DAQIC Coordinator


Head of the Department
Professor & HOD, Dept. of CSE
Amrita Sai Institute of Science & Technology,
Amrita Sai Nagar, PARITALA (PO)-521180
Kanchikacherla, Dist. Krishna D.

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Paritala, Kanchikacherla, Krishna Dist, Andhra Pradesh- 521160.
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DEPARTMENT OF COMPUTER SCIENCE & ENGINEERING

Date:29/08/222

Action taken report on Internal Academic And Administrative Audit Report for A.Y.2021-22

As orders received from the IQIC the department of CSE has successfully completed the internal academic audit on 18th August 2022.

After the audit the department conducted a meeting and discussed thoroughly about the suggestions given by the Auditors and took necessary steps to implement them.

The action taken report on the Suggestions made by the Auditors.

S.No	Audit Type	Audit year	Suggestionss	Action Taken
1	Internal	2021-2022	Organization of industrial visits	Industrial visits were Organized.
2	Internal	2021-2022	No. of faculty participated in conferences and symposia	Faculty participated in conferences and symposia
3	Internal	2021-2022	Skill Enhancement initiatives.	Conducted Skill Enhancement initiatives.
4	Internal	2021-2022	Student qualified in competitive examinations.	Conducted more training programs for the students.
5	Internal	2021-2022	Students admitted in higher studies	More no of students admitted in higher studies
6	Internal	2021-2022	Awards/medals for outstanding performance in sports, yoga/ cultural activities	Conducted various cultural activities and Achieved Kabaddi 1 st Place in JNTUK Central Zone.

			national/international level.	
7	Internal	2021-2022	Alumni association/chapters meetings conducted	Alumni association is registered.
8	Internal	2021-2022	Organization of professional development programs	Organized professional development programs
9	Internal	2021-2022	Teachers attending professional development programs	Teachers attended professional development programs
10	Internal	2021-2022	Faculty are suggested to use more ICT Tools and Techniques in Teaching.	Faculty are using more ICT Tools and Techniques in Teaching.



HOD
 Professor & HOD, Dept. of CSE
 Amrita Sai Institute of Science & Technology
 Amrita Sai Nagar, Paritala (PO)-521180
 Krishna Dist. - 521 180



IQAC Coordinator
 IQAC Coordinator
 Amrita Sai Institute of Science & Technology
 Amrita Sai Nagar, Paritala -521180



Principal
 PRINCIPAL
 Amrita Sai Institute of Science and Technology
 Amrita Sai Nagar, Paritala
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DEPARTMENT OF ELECTRICAL & ELECTRONICS ENGINEERING

7.2 Academic Audit and actions taken during the period of Assessment

Academic Audit Report

INTERNAL AUDIT

ACADEMIC YEAR : 2021-2022

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Ref: ASIST/IQAC/CIR/2021/22

Date: 08/08/2022

CIRCULAR

All the HODs and members of IQAC are here by informed that there will be a meeting with principal on 9th August 2022 at 11.00 am in Principal chamber to discuss about the internal audit for the academic year 2021-22.


Proposed Agenda:

1. Internal Audit Format and Procedure for the Academic Year 2021-22.
2. Deputation of staff to Audit Internal Departments.
3. Proposed dates of submission.
4. Any other with permission of the Principal.

I would like to invite all the IQAC members, Hods and senior staff of the college to attend this meeting and deliberate upon the Agenda.


IQAC Coordinator

Copy to: The Chairperson,
The Principal Office File,
All Members of the IQAC.


Principal
Amrita Sai Institute of Science and Technology
Amrita Sai Nagar, Paritala
Kanchikacherla, Krishna Dist, Andhra Pradesh - 521180

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www.amritasai.org.in, Phone: 9830 2426390.



Ref: ASIST/IQAC/2021/22

Date: 09/08/2022

ACADEMIC AND ADMINISTRATIVE
INTERNAL AUDIT.

Minutes of the meeting held on 9th August, 2021-2022

At the outset Coordinator of IQAC welcomed Dr M.Sasidhar, Chairman of the committee, HODs, senior faculty and other members. The agenda points were taken up for discussion with the permission of the chair.

The following points were discussed and deliberated upon in the meeting.

1. As per the office order from the principal dated 8th August 2022, the following committees have been constituted by IQAC to carry out the internal audit of the departments in the Academic Year 2021-2022 in the Month of August 2022 from 10/08/2022 to 18/08/2022.
2. After discussion with IQAC Coordinator and HOD'S the Principal has finalized the below faculty to carry out their assigned department Internal Audit.
3. All the HOD's were asked to depute the allotted faculty to carry out the duty.



IQAC Coordinator Dr P.Chiranjeevi thanked the Principal and HOD'S and staff for their active participation of the meeting.

ALLOTTED FACULTY TO CARRY OUT THE INTERNAL AUDIT.

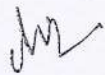
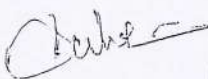
The committee that audits the Department of CSE.

Name	Designation	Department	Signature
Dr.V.Gajendra Kumar	Professor	ECE	
Dr.S.Sivalingam	Associate Professor	ECE	

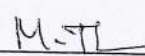

The committee that audits the Department of ECE.

Name	Designation	Department	Signature
Dr.Chiranjeevi Paritala	Professor	CSE	
Dr.M.Sreedevi	Professor	CSE	



The committee that audits the Department of Civil

Name	Designation	Department	Signature
Ch.Chinna Veeraiah	Assistant Professor	EEE	
Mrs.T.Suhasini	Assistant Professor	EEE	


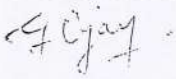
The committee that audits the Department of EEE.

Name	Designation	Department	Signature
Dr. M.Thiyagarajan	Professor	CIVIL	
B.Koteswara Rao	Assistant Professor	CIVIL	


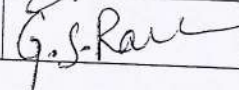
The committee that audits the Department of Mechanical.

Name	Designation	Department	Signature
P.Ramesh Babu	Assistant Professor	CSE	
K.Subhash Chandra	Assistant Professor	CSE	


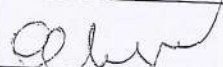
The committee that audits the Department of B & SH

Name	Designation	Department	Signature
Dr A.Vijaya Lakshmi	Associate Professor	ECE	
Dr.G.Vijay Kumar	Associate Professor	CSE	

The committee that audits the Department of Examination Cell.

Name	Designation	Department	Signature
Dr.V.Ramesh Babu	Professor	ECE	
Dr. G.Samba Siva Rao	Professor	CSE	

The committee that audits the Department of Library.

Name	Designation	Department	Signature
Dr.S. Viajaya Vardini	Professor	S & H	
Dr.T.Elango	Professor	MECH	


IQAC Coordinator


Principal

PRINCIPAL
M. V. S. Institute of Science and Technology
Agnire Sani Nagar, Putitala
Krishna Dist. 521 180

Copy to:

- The Chairperson
- Principal Office File
- All Members of IQAC,
- Exam Cell, Library, Staff, Notice board.

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www.amritasai.org.in, Phone: 0866 2428399.



S.No.	Name	Designation	Designation in Committee	Signature
1	Dr.M.Sasidhar	Principal, ASIST	Chairman	
2	Dr.P.Chiranjeevi	Director of Academics	Coordinator	
3	Sri.K.Y.Rao	Office Manager	Member	
4	P.Venkateswara Rao	Director EDC	Member	
5	DrY.Jyotsna Sirisha Rani	Director, R&D	Member	
6	Sri.B.Rama Rao	HOD,ECE	Member	
7	Sri.D.Pavan Kumar	HOD,S&H	Member	
8	Sri.B.Praneeth	HOD, Mech	Member	
9	Dr.M.Thiyagarajan	HOD,CE	Member	
10	Mrs.M.Prameela	Assistant Professor CSE	Member	
11	Sri.Sk.Jaffrullah	Assistant Professor S&H	Member	
12	Sri.BTirumala Rao	Assistant Professor EEE	Member	
13	Sri.B.Sai Rama Krishna	Assistant Professor Mech	Member	
14	Mrs.T.Subhasini	Coordinator Women Empowerment cell	Member	
15	Sri.G.Naresh	Vice-president Syncreon Technology	Member	
16	Sri.Ch.Chinna Veeraiah	Office in-charge Examinations	Member	
17	Sri.P.Ramesh Babu	Placement Officer	Member	
18	Sri.K.Appa Rao	Librarian	Member	
19	Ms.Y.Kalyani	Student/Alumni	Member	

IQAC Coordinator

Principal

Amrita Sai Institute of Science and Technology
Amrita Sai Nagar, Paritala
Kanchikacherla, Krishna Dist, Andhra Pradesh- 521180.



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Department of EEE

Ref: CIR/EEE/2021/2022

Date. 16/09/2022

CIRCULAR

All the teaching and non-teaching of the department are here by informed that the Internal Audit team will inspect the department on 16th of November 2022. Hence all the staff are suggested to get ready to submit the documents as and when they ask.

The committee that audits the Department of EEE.

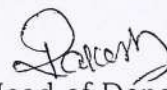
Name	Designation	Department
Dr.G.Sambasivarao	Professor	CSE
Sri. P.Ramesh babu	Assist. Professor	CSE

DA&QIC Coordinator

Copy to:

The teaching.

Non-teaching staff.


Head of Department

HEAD OF THE DEPARTMENT
Department of EEE
Amrita SAI Institute of Science & Technology
Paritala, Kanchikacherla, Krishna Dist, Andhra Pradesh- 521180.
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PROCEDURE AND FORMAT OF INTERNAL AUDIT

The activities are to be graded on the following scale

GOOD	Average	Satisfactory	Needs Improvement
A	B	C	D

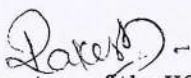
S.NO.	PERTICULARS	AUDITOR'S INPUT	GRADE	AUDETORS REPORT
1	Implementation of academic calendar	YES	A	GOOD
2	Certification Programs	YES	A	GOOD
3	No. of students undertaking field projects/ internship	YES	A	GOOD
4	Organization of industrial visits	YES	A	GOOD
5	Feedback collection from stakeholders	YES	A	GOOD
6	Maintenance of faculty student ratio in the department	1:15	A	GOOD
7	Procedure followed in the allotment of subjects to the faculty.	YES	A	GOOD
8	Course files maintained by the subject teachers and is updated periodically	YES	A	GOOD
9	Mentoring system	YES	A	GOOD
10	Student professional society chapter and association activities	YES	A	GOOD
11	Allotment of additional responsibilities to faculty	YES	A	GOOD
12	ICT techniques adopted in teaching and learning	YES	A	GOOD
13	Pass percentage of outgoing students		A	GOOD

14	Dissemination of PEOs, POs, PSOs, COs	YES	A	GOOD
15	No. of faculty participated in conferences and symposia			
16	Organization of Guest lectures, Workshops, etc	YES	A	GOOD
17	Extension activities in the neighbourhood community in terms of impact and sensitizing students to social issues and holistic development	YES	A	GOOD
18	Adequate facilities for teaching — learning, viz. class rooms, laboratories, computing equipment, etc.	YES	A	GOOD
19	Number of students participating in extension activities	30	A	GOOD
20	Established systems and procedures for maintaining and utilizing physical, academic and support facilities laboratory, library, sports complex, computers, classrooms etc.	YES	A	GOOD
21	Expenditure incurred on maintenance of physical facilities excluding salary component	YES	A	GOOD
22	Linkages with institutions/ industries for internship, on-the-job training, project work, sharing of research facilities etc.	yes	A	GOOD
23	Per day usage of library by teachers and students	350	A	GOOD
24	Bandwidth of Internet	1000MBP S	A	GOOD
25	Management merit scholarships	YES	A	GOOD
26	Skill Enhancement initiatives	YES	A	GOOD
27	Number of placements of outgoing students	YES	D	NEED TO IMPROVEMEN T
28	Student qualified in competitive examinations	YES	D	NEED TO IMPROVEMEN T
29	Students admitted in higher studies		D	NEED TO IMPROVEMEN T

	component			
22	Linkages with institutions/ industries for internship, on-the-job training, project work, sharing of research facilities etc.	YES	A	GOOD
23	Per day usage of library by teachers and students	YES	A	GOOD
24	Bandwidth of Internet	1000MBPS	A	GOOD
25	Management merit scholarships		A	GOOD
26	Skill Enhancement initiatives	YES	A	GOOD
27	Number of placements of outgoing students	YES	A	GOOD
28	Student qualified in competitive examinations	YES	A	GOOD
29	Students admitted in higher studies	YES	B	AVERAGE
30	Awards/medals for outstanding performance in sports, yoga/ cultural activities national/international level.		D	NEED TO IMPROVEMENT
31	Alumni association/chapters meetings conducted		D	NEED TO IMPROVEMENT
32	Organization of professional development programs	YES	A	GOOD
33	Teachers attending professional development programs	YES	A	GOOD
34	Effectiveness of various bodies/ cells/ committees is evident through minutes of meetings and implementation of their resolutions	YES	A	GOOD

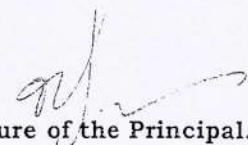
Suggestions:

1. Encourage to mandatory use ICD Tooles and Use Innovation methods.
2. Encourage to all the faculty to publish the papers and sponser Research.
3. Encourage to all the students participate in cultural activities national/international level.


Signature of the HOD


Signature of Auditor 1


Signature of Auditor 2


Signature of the Principal.

PRINCIPAL
Department of Science and Technology
Avanika College of Education
Kulobara Dist - 521 180

Copy to: The Chairperson
The Principal Office File
All Members of the IQAC.

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Ref: ASIST/ IQAC/2021/22

Date: 19/08/2022

CIRCULAR

The IQAC would like to remind to submit the Action Taken Report of the internal Academic Administrative Audit report which was conducted on 18th August 2022 for the A.Y 2021-22. Hence the HOD of CSE is requested to submit the same within a week to the IQAC.

IQAC coordinator

Principal

Copy to:
The Chairman,
Principal's Office,
All the IQAC Members.

PRINCIPAL
Amrita Sai Institute of Science and Technology,
Amrita Sai Nagar, Paritala
Kanchikacherla, Krishna Dist - 521180



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Ref: CIR/EEE/2021/2022

CIRCULAR

Date: 21/09/2022

All staff members of the department are requested to attend the meeting on 21st of September, 2022 at the department seminar hall at 1.00PM


Agenda.

Discussion on suggestions given by Auditors (internal Academic Administrative Audit)
The following are the remarks /suggestions are identified by the Auditors.

AUDIT TYPE	AUDIT YEAR	SUGGESSTIONS
INTERNAL	2021-2022	Encourage to mendtory use ICD Tooles and Use Innovation methods.
INTERNAL	2021-2022	Encourage to all the faculty to publish the papers and sponser Research
INTERNAL	2021-2022	Encourage to all the students participate in cultural activities national/international level.
INTERNAL	2021-2022	Students admitted in higher studies
INTERNAL	2021-2022	Awards/medals for outstanding performance in sports, yoga/ cultural activities national/international level.
INTERNAL	2021-2022	Alumni association/chapters meetings conducted

DAQIC coordinators

Copy to: The Chairperson
The Principal Office File
All Members of the IQAC.


Head Of The Department

HEAD OF THE DEPARTMENT
Secretary, Department of EEE
Amrita Sai Institute of Science & Technology
Paritala, Kanchikacherla, Krishna Dist, Andhra Pradesh- 521180.
www.amritasai.edu.in, Phone: 0866 2428399.



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DEPARTMENT OF ELECTRICAL AND ELECTRONIC ENGINEERING

Date: 29/8/22


Action Taken Report on internal Academic Administrative Audit Report For the A.Y 2021-22

As orders received from the IQIC department of EEE has successfully completed the internal academic audit on 18th Aug 2022.

After the audit the department conducted a meeting and discussed thoroughly about the suggestions given by the Auditors and took necessary steps to implement them.

Action Taken Report on the made by the Auditors.


S.No	AUDIT TYPE	AUDIT YEAR	SUGGESTION	ACTION TAKEN
1	Internal	2021-2022	Student activities need to be improved	Students won in the cometition of paper presentation and 2 are won in coding challenge
2	Internal	2021-2022	Needs to be improved in students participating in extension activities	Covid,
2	Internal	2021-2022	Pass percentage need to be improved	We have conducted - remedial classes for those who have secured less than 50% marks in mid examination
3	Internal	2021-2022	Encourage to mendtory use ICD Tooles and Use Innovation methods.	Encouraged the students to mendtory use ICD Tooles and Use Innovation methods.
4	Internal	2021-2022	Encourage to all the students participate in cultural activities national/international level.	Encouraged to all the students participate in cultural activities national/internationallevel.
5	Internal	2021-2022	Encourage to all the faculty to publish the papers and sponser Research	Encouraged to all the faculty to publish the papers and sponser Research



IQAC Coordinator

Copy to: The Chairperson

The Principal Office File

All Members of the IQAC.


Head of the Department


Principal

Principal
Amrita SAI Institute of Science and Technology
Amrita Sai Nagar, Paritala
Krishna Dist. 521180



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DEPARTMENT OF ELECTRICAL & ELECTRONICS ENGINEERING

7.2 Academic Audit and actions taken during the period of Assessment

Academic Audit Report

EXTERNAL AUDIT

ACADEMIC YEAR : 2021-2022

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www.amrita.edu | Phone: 0866 2428505.

Ref: ASIST/IQAC/2021/22

Date: 12/09/2022

CIRCULAR

All the HODs and Staff members are requested to attend the meeting with Principal on 13/09/22 at 11 am in Principal chamber to discuss about External Audit for the academic year 2021-22.

AGENDA:

1. External Audit process and procedure for the Academic Year 2021-22.
2. Selection of external auditors.
3. Date of audit.


IQAC Coordinator


Principal

Copy to: The Chairperson
The Principal office
All the members of the IQAC.

PRINCIPAL
Amrita Sai Institute of Science and Technology
Amrita Sai Nagar, Parrala
Krishna Dist. 521160

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www.amritasai.org.in Phone: 0866 2423344

Ref: ASIST/IQAC/2021/22

Date: 13/09/2022

ACADEMIC AND ADMINISTRATIVE EXTERNAL AUDIT.

Minutes of the meeting held on 13th September, 2021-2022

At the outset Coordinator of IQAC welcomed Dr.M.Sudhakar, Chairman of the Committee, Hods, Senior Faculty and other members. The agenda points were taken up for discussion with the permission of the Chair.

The following points were discussed and decided upon at the meeting.

1. Chairperson discussed with the IQAC Coordinator, senior faculty and HODs about External Academic and Administrative Audit for the Academic Year 2021-22.
2. The committees have been constituted by IQAC to carry out the External audit of the Departments for the academic year 2022-2023 in the Month of September from 17/09/2022 to 21/09/2022.
3. Chairperson asking for the convenient date of the department the HOD'S proposed to finish within a week.
4. Principal suggested the HODs to prepare the departments for the Audit.

- IQAC Coordinator Dr.P.Chiranjeevi thanked the Principal and HOD'S and staff for their active participation of the meeting.


IQAC Coordinator


Principal
PRINCIPAL

Copy to: The Chairperson,
Principal Office File,
All Members of IQAC,
Staff, Notice board.

Amrita Sai Institute of Science and Technology
Amrita Sai Nagar, Paritala
Krishna Dist - 521 180

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The following are the IQAC Members:

S.No	Name	Designation	Designation in Committee	Signature
1	Dr.M.Sasidhar	Principal, ASIST	Chairman	
2	Dr.P.Chiranjeevi	Director of Academics	Coordinator	
3	Sri.K.V.Rao	Office Manager	Member	
4	P.Venkateswara Rao	Director EDC	Member	
5	Dr.Y.Jyotsna Sirisha Rani	Director, R&D	Member	
6	Sri.B.Rama Rao	HOD,ECE	Member	
7	Sri.D.Pavan Kumar	HOD,S&H	Member	
8	Sri.B.Praneeth	HOD, Mech	Member	
9	Dr.M.Thiyagarajan	HOD,CE	Member	
10	Mrs.M.Frameeia	Assistant Professor CSE	Member	
11	Sri.Sk.Jaffrullah	Assistant Professor S&H	Member	
12	Sri.BTirumala Rao	Assistant Professor EEE	Member	
13	Sri.B.Sai Rama Krishna	Assistant Professor Mech	Member	
14	Mrs.T.Subhasini	Coordinator Women Empowerment cell	Member	
15	Sri.G.Naresh	Vice-president Syncreon Technology	Member	
16	Sri.Ch.Chinna Veeraiah	Office in-charge Examinations	Member	
17	Sri.P.Ramesh Babu	Placement Officer	Member	
18	Sri.K.Appa Rao	Librarian	Member	
19	Ms.Y.Kalyani	Student/Alumni	Member	


IQAC Coordinator


Principal
PRINCIPAL

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Ref: ASIST/ IQAC/2021/22

Date: 21-09-2022

CIRCULAR

The IQAC would like to remind the HOD's of all the Departments to submit the Action Taken Report of the External Academic Administrative Audit Report which was conducted on 19th September, 2022 for the A.Y.2021-22. Hence the HOD's are requested to submit the same within a week to the IQAC.

IQAC Coordinator

Principal
PRINCIPAL

Amrita Sai Institute of Science and Technology,
Amrita Sai Nagar, Paritala,
Krishna Dist - 521 180

Copy to:
The Chairman,
Principal's Office,
All the IQAC Members.

PROCEDURE AND FORMAT OF EXTERNAL ACADEMIC AND ADMINISTRATIVE AUDIT REPORT AY 2021-22

Date of Audit:

Name and Designation of Audit Member-1: Dr.N.Sambasiva Rao, professor

EEE department, NRI

Name and Designation of Audit Member-2: Mrs.K.Naresh, professor

EEE department, NRI

(The activities are to be graded on the following scale)

Excellent	Good	Satisfactory	Needs improvement
A	B	C	D

Details of Programmes in the college: A.Y: 2021- 2022

S.No.	Name of the Programme	Sanctioned Strength	Actual Strength
UG			
1	B.Tech in Computer Science Engineering	429	394
2	B.Tech in Electronics and Communication Engineering	198	188
3	B.Tech in Civil Engineering	30	9
4	B.Tech in Mechanical Engineering	30	4
5	B.Tech in electrical and electronics engineering	60	26
UG Total		747	621
PG			
1	M.Tech (Computer Science and Engineering)	18	14
2	M.Tech (VLSI & Embedded Systems)	18	5
3	M.Tech(POWER ELECTRONICS)	24	18
4	MBA	132	54
5	MCA	66	66
6	M.Tech(structural engineering)	24	3
PG Total		282	160
UG and PG Total		1029	781

1. Curricular Aspects

S.No.	Item	HEIsi/p	Grade	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 the institution	R-19	A	<p>1. Stakeholders feedback sent to university by NIT Assessment Committee.</p> <p>2. JNTUK has revised the curriculum for the Academic year 2019-20 on the regular intervals by the recommendations of AICTE and APSHE.</p> <p>3. NIT Assessment Committee has asked the Stakeholders to identify the gaps, those gaps have been analyzed and the same recommended to the University.</p>
1.2	Percentage of new courses introduced of the total number of courses across all programs	NOT APPLIED	C	The College Academic Committee (CAC) recommended the new courses for the Academic Year 2020/22
1.3	Percentage of programs in which Choice Based Credit System (CBCS) /Elective course system has been implemented	100%	A	As per the university NIT implemented Elective Course System in all the programmes
1.4	Institution integrates cross cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum	100%	A	<p>1 JNTUK has included the Human values and Ethics and Environmental Science as part of curriculum for the programmes.</p> <p>2. Through ICC Cell conducted programmes.</p> <p>3. Conducted more programmes on all crosscutting issues.</p>
1.5	Number of Value-added courses imparting transferable and life skills offered	85%	A	1 A large numbers of students were enrolled into value added courses.
1.6	Feedback on curriculum and other aspects from stake holders	YES	A	Being collected in regular intervals

2. Teaching-Learning and Evaluation				
S.N o.	Item	HEIs/ p	Grade	Remarks
2.1	Demand Ratio (%of students admitted)	U.G 1674(78.85) P.G 38(63)	B	U.G. Admissions is good. P.G. Admissions are to be improved
2.2	Number of full-time teachers	Professors-4 Associate Professors-1 Assistant Professors -25	A	
2.3	Number of students enrolled		A	Copy enclosed
2.4	Student –Full time teacher ratio	1:20	A	Copy enclosed
2.5	No. of permanent faculty With PhD	Doctorates 5	A	
2.6	Average teaching experience of full time teachers in years	85%	A	
2.7	Total No. of teaching days	126	A	University Calendar enclosed
2.8	Preparation and adherence to Academic Calendar and Teaching plans	YES	A	A copy enclosed
2.9	Innovative processes adopted in Teaching and Learning	YES	A	Following Out Come Based Education System
2.10	Teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources, MOODLES etc.	YES	A	All the class rooms are provided Wi-Fi connectivity and LCD Projectors.
2.11	Remedial Classes for slow learners and backlog students	GATE/GRE classes are conducted for advanced learners.	A	Very good initiative is taken towards slow learners and backlog students by providing extra inference
2.12	GATE Classes for Advanced Learners	YES	A	Class for Advanced Learners
2.13	Mentoring System	1:15	A	Individual attention is taken by the Mentor
2.14	Adequate facilities for teaching – learning, viz., classrooms, laboratories, computing equipment	YES	A	New teaching Methodologies have to be adopted All the Facilities are available

2.15	Advanced Research Centers	YES	A	IOT LAB,provided
2.16	Teachers attending professional development programs	70% Faculty attended the programmes	A	Encourage Assistant Professor to attend the FDP'S
2.17	Organization of Guest Lectures, Industrial Visits, Workshops, etc.	Yes, ALITE	A	More workshops conducted for teaching and non-teaching
2.18	Online Certification Programmers	70% the faculty completed the certificate courses from nation and international.	A	Swayam
2.19	Student Professional Society Chapter and Association Activities	YES	B	
2.20	No. of Students undertaking field projects /internships	YES	A	Recommended to all the students
2.21	Dissemination of PEOs, POs, PSOs, COs	YES	A	They are displayed in all the prominent places and locations.
2.22	Attainment of COs, POs, PSOs	YES	A	A systematic procedure has been followed in maintain the attainment.
2.23	Online student satisfaction survey	YES	A	In 2021 almost Students have participated in the survey.

3. Research and Innovation

S.No.	Item	HEIsi/p	Grade	Remarks
3.1	The institution has a well-defined policy for promotion of research	YES	A	Service rules are provided
3.2	The institution provides seed money to its teachers	YES	B	Encourage faculty to publish Journals. 3000 rupees have been provided for each publication
3.3	Teachers recognized as research guides	yes	B	Faculty are interested to guide the students and applied for permission, yet to be received from the university.
3.4	Sponsored research Projects and consultancy	yes	D	To be improved
3.5	Workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices	YES	B	AVERAGE
3.6	Research Publications	YES	A	Faculty is encouraged to publish papers in reputed journals.
3.7	No. of Faculty participated in conferences and symposia	Conferences: 3	B	Encouragement has been given to the faculty to present their papers in the symposiums and conferences.
3.8	Books and chapters in edited volumes / books published, and papers in national/international Conference-proceedings.	2	D	Faculty is asked to publish their papers in national and international journals.
3.9	Revenue generated from Consultancy	YES	C	To be improved
3.10	Linkages with institutions/industries for internship, on-the-job training, project work, sharing of research Facilities etc.	YES	A	Improved
3.11	Functional MoUs	YES	A	11

4. Central library Facility				
S.No.	Item	HEIsi/p	Grade	Remarks
4.1	Library is automated using Integrated Library Management System (ILMS)	YES	A	
4.2	Collection of rare books, manuscripts, special reports or any other knowledge resource for library enrichment	YES	A	NDLI Registered
4.3	Does the institution have the following: e – journals, e-ShodhSindhu, Shodh ganga membership, e-books, Databases	YES	A	
4.4	Expenditure for purchase of books and journals	186179	A	
4.5	Availability of digital library with a provision for remote access on intranet	YES	A	15 Systems have remote access on internet.
4.6	Per day usage of library by teachers and students	169	A	

5. Examination Section				
S.No.	Item	HEIsi/p	Grade	Remarks
5.1	Number of days from the date of last semester-end/ year-end examination till the declaration of results	126	A	For the Academic Year 2020-21
5.2	Percentage of student complaints/grievances about evaluation against total number appeared in the examinations	1	A	Nil
5.3	Percentage of applications for revaluation leading to change in marks	1%	A	
5.5	Status of automation of Examination division along with approved Examination Manual	YES	A	
5.6	Pass percentage of outgoing students	62	A	

6.Amenities and Sports Facilities

S.No.	Item	HEIs i/p	Grade	Remarks
6.1	The institution has adequate facilities for sports, games (indoor, outdoor, gymnasium, yoga centre etc.) and cultural activities	YES	A	
6.2	Awards/medals for outstanding performance in sports, Yoga /cultural activities at national/international level	YES	A	No event was attended because of Covid-19
6.3	Number of sports, Yoga and cultural activities/competitions organized the institution level.	7	A	No event was attended because of Covid-19

7.Internet Connectivity

S.No.	Item	HEIs i/p	Grade	Remarks
7.1	Institution frequently updates its IT facilities including Wi-Fi	YES	A	
7.2	Student-Computer ratio	1:4	A	Adequate numbers of computers have been facilitated in all the computer labs.
7.3	Available bandwidth of internet connection in the Institution	1000MBPS	A	
7.4	Facilities for e-content development such as Media centre, recording facility, Lecture Capturing System(LCS)	YES	A	

8.Placements and Higher Education

S.No	Item	HEIs i/p	Grade	Remarks
8.1	Capability enhancement and development schemes	YES	A	
8.2	No of students benefited by guidance for competitive examinations and career counseling Offered by the institution	2	A	
8.3	Number of placements of outgoing students	37	A	Placed in MNC'S ,IT &Core companies
8.4	Students Qualified in Competitive Examinations	2	B	Need to be improved

9.Alumni Engagement				
S.No.	Item	HEIs i/p	Grade	Remarks
9.1	The Alumni Association /Chapters	YES	A	NIT Alumni Association
9.2	Alumni contributions	YES		Registered
9.3	Alumni Association / Chapters meetings Conducted	YES	A	Not conducted due to Covid-19

10.Social service and Extension activities				
S.No.	Item	HEIs i/p	Grade	Remarks
10.1	Initiatives taken to engage with and contribute to local community	YES	A	NSS Unit is involved and adopted a village and conducted more programmes.
10.2	No. of Activities conducted for promotion of universal values(Truth, Righteous conduct, Love, Non-Violence and peace);national values, human values, national social cohesion as well as for observance of fundamental duties integration And communal harmony	YES	A	Activities conducted on Independence days. Republic Day.
10.3	Extension activities in the neighborhood community in terms of impact and sensitizing students to social issues and holistic development	YES	A	
10.4	Awards and recognition received for extension activities	YES	A	Recognized as Government Founded Unit
10.5	Extension and outreach programs conducted in collaboration Government Organizations, Non-Government Organizations	YES	A	Mega covid-19 tests were conducted. Mega vaccination camp was organized
10.6	Number of students participating in extension activities	107	A	--
10.7	Village adaptation	YES	A	Gani athakur
10.8	NCC(Awards)	YES	A	Government Founded Unit

11. Administrative Procedures				
S.No	Item	HEIS Input	Grade	Remarks
11.1	Budget allocation, excluding salary for infrastructure augmentation	19040000	A	
11.2	Expenditure incurred on maintenance of physical facilities and academic Support facilities excluding Salary component	1500000	A	
11.3	Established systems and procedures for maintaining and utilizing physical, academic and support facilities -laboratory, library, sports complex, computers, Classrooms etc.	YES	A	Fully equipped with need tool.
11.4	Students benefited by scholarships and free ships provided by the Government.	YES	A	Students are benefited by A.P. Government Fees Reimbursement Scheme & Central Gov't fees.
11.5	Students benefited by scholarships, free ships, etc. provided by the institution besides government schemes	YES	A	Meritorious students are given Cash Prizes.
11.6	Support to differently abled students	YES	A	
11.7	Transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases	YES	A	Ragging Free Campus.
11.8	Presence of an active Student Council & representation of students on academic & administrative bodies/committees	YES	B	Average
11.9	Professional development /administrative training programs organized by the Institution for teaching and non- teaching staff	YES	A	FDP'S OBE'S were conducted.

12. Governance, Leadership and Management				
S.No.	Item	HEIs Input	Grade	Remarks
12.1	Governance of the institution is reflective of an effective leadership in tune with the vision and mission of the Institution	YES	A	Governing Body meetings are conducted Twice in a year to ensure Institute activities.
12.2	Decentralization and participative management	YES	A	Proactive and participative Management is in place. Administrative hierarchy is ensured by governing Body.
12.3	Perspective/Strategic plan and deployment documents	Selective agenda items of strategic plan are discussed in governing body meeting and decisions are circulated to all the departments.	A	
12.4	Organizational structure of the Institution including governing body, administrative setup, and functions of various bodies, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism	YES	A	Service Rules Book is Provided.
12.5	Implementation of e-governance in areas of operation	All	A	
	1. Administration	YES		
	2. Finance and Accounts	YES		
	3. Student Admission and Support	YES		
4. Examination	YES			
12.6	Effectiveness of various bodies/ cells/ committees is evident through minutes of meetings and Implementation of the irresolution	YES	A	
12.7	Welfare measures for teaching and non-teaching staff	YES	A	EPF facility, Health Insurance, Concessional Transport, Free medical facility is provided.
12.8	Performance Appraisal System for teaching and non-teaching staff	YES	A	Every year it is maintained
12.9	Institutional strategies for mobilization and understand the optimal utilization of resources	YES	A	
12.10	Teachers provided with			T.A &D.A is given for

	financial support to attend conferences/workshops and towards membership fee of professional bodies	YES	A	attending the workshops, fees also paid for memberships.
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13. Best Practices of the Institution

S.No.	Item	HEIs Input	Grade	Remarks
13.1	Number of gender equity promotion programs organized by the institution	YES	A	Good
13.2	Power requirement of the Institution met by their new able Energy sources	YES	A	Solar system established.
13.3	Percentage of lighting power requirements met through LED bulbs	92%	A	
13.4	Waste Management steps	YES	B	Good
13.5	Rain water harvesting structures and utilization in the campus	YES	A	Bunds constructed
13.6	Green Practices	YES	B	
13.7	Expenditure on green initiatives and waste management (Excluding salary component)	YES	A	Good
13.8	Initiatives to address location al advantages and disadvantages	YES	A	Signboards are arranged
13.9	Code of conduct handbook exists for students, teachers, governing body, administration including Principal/Officials and support staff	YES	B	Average
13.10	Display of core values in the institution and on its website	YES	A	Displayed at all the places
13.11	Activities to increase consciousness about nation identities and symbols; Fundamental Duties and Rights o f Indian citizens obligations and other constitutional obligations	YES	A	Nation and international days are celebrated
13.12	Functioning is as per professional code of prescribed / suggested by statutory bodies / regulatory authorities for different Professions.	YES	A	
13.13	Organizes national festivals and birth/death	YES	A	Followed

	anniversaries of the Great Indian personalities.			
13.14	Transparency in its financial, academic, administrative and Auxiliary functions	YES	A	
13.15	1. Value addition by certification programs as well as technology training is focused through Skill Development Centre (APSSDC, IITB-RC, NPTEL, Spoken tutorial, Swayam Prabha).	YES	A	
	2. Student participation in Innovation, Incubation and Entrepreneurship activities through CIIE.	YES	A	
	3. Departmental initiative for placements in core domain in other than central Training and Placement cell.	YES	A	
	4. Alumni involvement in placement drive.	YES	A	
	5. The course coordinator system has been continued.	YES	A	
	6. Conduct of subject based Seminars and workshops have been continued. Involvement of students in various committees has been increased.	YES	A	
	7. The practice of conducting Guest lectures, Industrial visits and Industrial training has been enhanced.	YES	A	
	8. The functioning of Research groups to promote better quality research and publications has been strengthened.	YES	A	
	9. More Practical orientation is supported through Mini-projects, Technical seminars.			
	10. Industry Internships made mandatory for all students	YES	A	
	11. Program electives, Open electives and Mandatory courses as well as MOOCs are incorporated.	YES		
	12. Continuous inputs from all stakeholders like Alumni, Academicians and Industry experts are taken to improve the curriculum on regular basis.	YES	A	
	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	YES	A	
	14. Additional Training on communication skills and soft skills is further increased.	YES	A	
	15. Research aptitude among the students is inculcated through project implementations.	YES	A	
	16. An Advisory Committee has been formulated for every department with suitable external members.	YES	A	

17. A regular monitoring of Academic growth is taken care by the College Advisory Board (CAB)	YES	A
18. Improved Membership in various professional bodies like IEEE, CSI, ISTE, IE, IETE, ISHRE	YES	A
19. Institute has assigned some MOUs and established Tie ups/collaborations with reputed organizations and institutions	YES	A
20. Improved classroom facilities with ICT tools.	YES	A
21. Participation of students in Sports, Games at National and International level NSS activities.	YES	A

14. IQAC				
S.No.	Item	HEI Input	Grade	Remarks
14.1	Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance Strategies and processes	YES	A	
14.2	The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC Set up as per norms	YES	A	Follows the University structure.
14.3	Quality initiatives by IQAC for promoting quality culture	YES	A	Has to be improved in coming years.

Suggestions for improvement:

1. Research and Innovation : Latest technology like IOT and other advanced subjects for gaining better knowledge.
2. BOS: Always monitoring and giving suggestions to do necessary changes according to the needs of the country
3. Encourage the students to participate Industrial visits and internships.
Encourage to all the faculty to publish the papers SCA scope of journals


Signature of AAAMember1


Signature of AAAMember2

Address: NRI

Address: NRI



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DEPARTMENT OF ELECTRICAL AND ELECTRONIC ENGINEERING

Date: 14/12/20

Action Taken Report on External Academic Administrative Audit Report for the A.Y 2019-20

As orders received from the IQIC department of EEE has successfully completed the external academic audit on 7th Dec2020. After the audit the department conducted a meeting and discussed thoroughly about the suggestions given by the Auditors and took necessary steps to implement them.

Action Taken Report on the made by the Auditors.

S.No	AUDIT TYPE	AUDIT YEAR	SUGGESTION	ACTION TAKEN
1	External	2019-2020	Student Extinction activities need to be improved	We have conducted Extinction Activities
2	External	2019-2020	Student activities need to be improved	1. We have conducted workshops and seminar of various topics 2. students won in the competition of paper presentation
3	External	2019-2020	Students placements need to be improved	1. We have conducted training program on aptitude training and communication skills 2. We have conducted Technical quiz and sports
4	External	2019-2020	Improve the functional MOU'S	We have improved the functional MOU'S
5	External	2019-2020	Sponsored research projects and consultancy system should be improved	We have sponsored the research projects and consultancy system
6	External	2019-2020	Encourage the Students Qualified in Competitive Examinations	Encouraged the students to qualified in competitive exams

IQIC coordinator

HOD

Copy to: The Chairperson
The Principal Office File
All Members of the IQAC

Principal

PRINCIPAL

Amrita Sai Institute of Science and Technology
Amrita Sai Nagar, Paritala
Krishna Dist 521 180



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DEPARTMENT OF ELECTRICAL AND ELECTRONIC ENGINEERING

Date:26/9/22

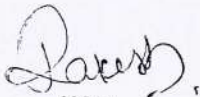
Action Taken Report on External Academic Administrative Audit Report For the A.Y 2021-22

As orders received from the IQIC department of EEE has successfully completed the external academic audit on 19th sept 2022.

After the audit the department conducted a meeting and discussed thoroughly about the suggestions given by the Auditors and took necessary steps to implement them.

Action Taken Report on the made by the Auditors.

S.No	AUDIT TYPE	AUDIT YEAR	SUGGESTION	ACTION TAKEN
1	External	2021-2022	Student activities need to be improved	Students won in the cometition of paper presentation and poster presentation
2	External	2021-2022	Students Competitive Examinations need to be improved	Students Qualified in Competitive Examinations
3	External	2021-2022	Encourage the students to participate Industrial visits and intenships	Encouraged the students to participate Industrial visits and internships
4	External	2021-2022	Encourage to all the faculty to publish the papers SCA scope of journals	Encouraged to all the faculty to publish the papers SCA scope of journals


HOD


IQIC coordinator


Principal

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Amrita Sai Institute of Science and Technology,
Amrita Sai Nagar, Paritala
Krishna Dist - 521 180

Evaluation Guidelines with indicative exhibits/context to be Observed/Assessed - SAR Tier – I (UG Engineering)
First Time Accreditation

Criterion 7: Continuous Improvement (75)

Sub Criteria	Marks	Evaluation Guidelines
7.1. Actions taken based on the results of evaluation of each of the POs and PSOs	30	A. Documentary evidences of POs and PSOs attainment levels (15) B. Identification of gaps/shortfalls (05) C. Plan of action to bridge the gap and its Implementation (10)
Exhibits/Context to be Observed/Assessed:		
• <i>Documentary evidence in respect of each of the POs</i>		
7.2 Academic Audit and actions taken during the period of Assessment	15	A. Assessment shall be based on conduct and actions taken in relation to continuous improvement (15)
Exhibits/Context to be Observed/Assessed:		
A. Academic Audit assessment criteria, frequency, conduct mechanism, action plan based on audit, implementation and effectiveness		
7.3. Improvement in Placement, Higher Studies and Entrepreneurship	10	Assessment is based on improvement in: (Refer placement index 4.5) A. Improvement in Placement numbers, quality, core hiring industry and pay packages (5) B. Improvement in Higher Studies admissions for pursuing PhD. in premier institutions(3) C. Improvement in number of Entrepreneurs (2) (Marks to be given proportionately considering nos. in the base year CAYm3)
Exhibits/Context to be Observed/Assessed:		
<i>A. B. & C. Nos. in each year of the assessment; improvement considering CAYm3 as a base year</i>		
7.4. Improvement in the quality of students admitted to the program	20	A. Assessment is based on improvement in terms of ranks/score in qualifying state level/national level entrance tests, percentage Physics, Chemistry and Mathematics marks in 12th Standard and percentage marks of the lateral entry students
Exhibits/Context to be Observed/Assessed:		
<i>A. Documentary evidence – list of students admitted; admission authority guidelines; ranks/scores; comparative status considering CAYm3 as a base year</i>		
Total:	75	

Criteria-7

**Continuous Improvement
(75M)**

Evaluation Guidelines with indicative exhibits/context to be Observed/Assessed - SAR Tier – I (UG Engineering)
First Time Accreditation

Criterion 7: Continuous Improvement (75)

Sub Criteria	Marks	Evaluation Guidelines
7.1. Actions taken based on the results of evaluation of each of the POs and PSOs	30	A. Documentary evidences of POs and PSOs attainment levels (15) B. Identification of gaps/shortfalls (05) C. Plan of action to bridge the gap and its Implementation (10)
Exhibits/Context to be Observed/Assessed:		
<ul style="list-style-type: none"> • Documentary evidence in respect of each of the POs 		
7.2 Academic Audit and actions taken during the period of Assessment	15	A. Assessment shall be based on conduct and actions taken in relation to continuous improvement (15)
Exhibits/Context to be Observed/Assessed:		
A. Academic Audit assessment criteria, frequency, conduct mechanism, action plan based on audit, implementation and effectiveness		
7.3. Improvement in Placement, Higher Studies and Entrepreneurship	10	Assessment is based on improvement in: (Refer placement index 4.5) A. Improvement in Placement numbers, quality, core hiring industry and pay packages (5) B. Improvement in Higher Studies admissions for pursuing PhD. in premier institutions(3) C. Improvement in number of Entrepreneurs (2) (Marks to be given proportionately considering nos. in the base year CAYm3)
Exhibits/Context to be Observed/Assessed:		
A. B. & C. Nos. in each year of the assessment; improvement considering CAYm3 as a base year		
7.4. Improvement in the quality of students admitted to the program	20	A. Assessment is based on improvement in terms of ranks/score in qualifying state level/national level entrance tests, percentage Physics, Chemistry and Mathematics marks in 12th Standard and percentage marks of the lateral entry students
Exhibits/Context to be Observed/Assessed:		
A. Documentary evidence – list of students admitted; admission authority guidelines; ranks/scores; comparative status considering CAYm3 as a base year		
Total:	75	

Criteria-7

**Continuous Improvement
(75M)**



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DEPARTMENT OF ELECTRONICS AND COMMUNICATIONS ENGINEERING

EXTERNAL

ACADEMIC AUDIT REPORTS

Academic year: 2019-20



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Ref: ASIST/IQAC/2019/20

DATE: 2/12/2020

CIRCULAR

All The HODs and Staff members are requested to attend the meeting with principal on 3/12/20 at 11 am in principal chamber To discuss about External audit for the academic year 2021-22.

AGENDA

1. External Audit process and procedure
2. Selection of external auditors.
3. Date of audit

I would like all the IQAC members, HODS and staff and senior staff of the college to attend this meeting.

IQAC Coordinator

IQAC Coordinator

Amrita Sai Institute of Science & Technology

Amrita Sai Nagar, Paritala -521180

Copy to: The Chairperson

The Principal office

All the members of the IQAC.

Principal

PRINCIPAL

Amrita Sai Institute of Science and Technology
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Krishna Dist 521 180



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Ref: ASIST/IQAC/CIR/2019/20

DATE: 3/12/2020

**ACADEMIC AND ADMINISTRATIVE
EXTERNAL AUDIT.**

Minutes of the meeting held on 3rd December, 2019-2020

At the outset Coordinator of IQAC welcomed Dr. M. Sasidhar, Chairman of the committee, Hod's, senior faculty and other members. The agenda points were taken up for discussion with permission of the chair.

The following points were discussed and deliberated upon in the meeting.

1. Chairperson discussed with the IQAC Coordinator, senior faculty and HOD'S about Internal and External Academic and Administrative Audits.
2. Resolved by selecting Dr.M. Poornakishore, Assoc.Professor, & Dept of ECE, KKR &KSR Institute of Technology and science, Guntur , Dr.K. Prathyusha, Assoc. Professor, & Dept of ECE NRI Institute of science and technology, Pothavarappadu (V), Agiripalli have been Selected as External Auditors by the Principal.
3. Chairperson asking for the convenient date of the department the HOD'S proposed to finish on December 2019-2020 as on 07/12/2020 to 09/12/2020
4. Principal suggested the Hod's to prepare the departments for the Audit.

IQAC Coordinator Mr.Ch.ChinnaVeeraiah. Thanked the Principal and HOD'S and staff for their active participation of the meeting

IQAC Coordinator

IQAC Coordinator
Amrita Sai Institute of Science & Technology
Amrita Sai Nagar, Paritala -521180

Copy to: The Chairperson

Principal Office File

All Members of IQAC, Staff, Notice board.

Principal

PRINCIPAL
Amrita Sai Institute of Science and Technology
Amrita Sai Nagar, Paritala
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The following members are appointed for Internal Quality Assurance Cell (IQAC) for the Academic year 2019-2020

S.No	Name	Designation	Designation in Committee	Signature
1	Dr. M. Sasidhar	Principal, ASISI	Chairperson	
2	Mr.Ch.Chinna veeraiah	Office incharge Examinations	Coordinator	
3	Dr.P.Durga Bhavani	Coordinator Women Empowerment cell	Member	
4	Dr. P. Chiranjeevi	Director of Academics	Member	
5	Dr.D.DayakarRao	HOD.ECE	Member	
6	Dr. Shaik Rafi	Director EDC	Member	
7	Dr.S.VijayaVardhini	Director ,R&D	Member	
8	Sri.D.PavanKumar	HOD.S&H	Member	
9	Sri.P.RameshBabu	Placement Officer	Member	
10	Dr.M.Thiyagarajan	HOD.CIVIL	Member	
11	Sri.B.Praneeth	HOD ,Mech	Member	
12	Sri.K.AppaRao	Librarian	Member	
13	Sri.E.Sateesh	Asst. Professor CSE	Member	
14	Sri.K.VRao	Office Manager	Member	
15	Mrs.T.Suhasini	Asst.Professor EEE	Member	
16	Sri.K.Ramya	Vice-president Syncreon Technology	Member	
17	Sri.D.Balaji	Asst Prof. S&H	Member	
18	Ms. B. Sirisha	Student/Alumni	Member	

IQAC Coordinator

Copy to: The Chairperson

The Principal Office File

All Members of the IQAC, Staff, Notice board.

Amrita Sai Institute of Science & Technology
Amrita Sai Nagar, Paritala -521180

Principal

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Department of Electronics and communications & Engineering

Ref: CIR/ECE/2019/2020

Date: 5/12/2020

CIRCULAR

All the teaching and non-teaching staff of the department of ECE are here by informed that the External Audit team will inspect the department to audit for the Academic year 2019-20 on 8th of December 2020. Hence all the staff are suggested to get ready to submit the documents as and when they ask .

The following staff members are allotted as External Auditors for Department of ECE:

Name	Designation	Department
Dr. M. Poorna Kishore	Assoc.Professor	ECE
Dr. K.Prathyusha	Assoc.Professor	ECE

DAQIC Coordinator

Head of the Department

Head of the Department
Electronics and Communication Engineering
Amrita sai institute of Science and Technology
PARITALA (Post), Kanchikacherla(M),
Krishna District A.P.. 521180

Copy to:

The teaching.

Non-teaching staff.



AMRITA SAI INSTITUTE OF SCIENCE & TECHNOLOGY
(AUTONOMOUS)

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Department of Electronics and communications & Engineering
PROCEDURE AND FORMAT OF EXTERNAL ACADEMIC AND ADMINISTRATIVE
AUDIT REPORT for AY 2019-2020

Date of Audit: on 8th of December

Name and Designation of Audit Member-1: Dr. M. Poorna Kishore

Assoc.Professor, & Dept of ECE,

KKR &KSR Institute of Technology and science, Guntur

Name and Designation of Audit Member-2: Dr. K. Prathyusha

Assoc.Professor & Dept of ECE

NRI Institute of Technology and science, Agiripalli.

(The activities are to be graded on the following scale)

Excellent	Good	Satisfactory	Needs improvement
A	B	C	D

Details of Programmes in the college: A.Y: 2019 - 2020

S.No.	Name of the Programme	Sanctioned Strength	Actual Strength
UG			
1	B.Tech in Computer Science Engineering	120	128
2	B.Tech in Electronics and Communication Engineering	180	189
3	B.Tech in Civil Engineering	120	27
4	B.Tech in Mechanical Engineering	120	43
5	B.Tech in Electronics and Electrical Engineering	120	14
UG Total		660	401
PG			
1	M.Tech(CSE)	18	07
2	M.Tech(VLSI&DES)	18	22
3	M.Tech (Structural Engineering)	24	14
4	M.Tech (DECS)	24	06
5	M.Tech (Power Electronics and Device)	18	11
6	MCA	60	26
7	MBA	120	71
8	MHM	60	02
PG Total		342	161
UG and PG Total		1002	562

1. Curricular Aspects

S.No.	Item	HEIS i/p	Grade	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 the Institution	R-19	A	<ol style="list-style-type: none"> 1. State holders feedback sent to university by BOS Assessment Committee. 2. JNTUK has revised the curriculum for the Academic year 2019-20 on the regular intervals by the recommendations of AICTE and APSHE. 3. BOS Assessment Committee has asked the Stakeholders to identify the gaps, those gaps have been analyzed and the same recommended to the University.
1.2	Percentage of new courses introduced of the total number of courses across all programs	R-20	D	The College Academic Committee (CAC) recommended the new courses for the Academic Year 2021-22
1.3	Percentage of programs in which Choice Based Credit System (CBCS) /Elective course system has been implemented	100%	A	As per the university ASIST CET implemented Elective Course System in all the programmers
1.4	Institution integrates cross cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum	100%	A	<ol style="list-style-type: none"> 1 JNTUK has included the Human values and Ethics and Environmental Science as part of curriculum for the programmes. 2. Through ICC Cell conducted programmes. 3. Conducted more programmes on all crosscutting issues.
1.5	Number of Value-added courses imparting transferable and life skills offered	90%	A	1 A large numbers of students were enrolled into value added course
1.6	Feedback on curriculum and other aspects from stake holders	YES	A	Feed back is Collected from the stake holders

2. Teaching-Learning and Evaluation

S.No.	Item	HEIsi/p	Grade	Remarks
2.1	Demand Ratio (%of students admitted)	U.G 607 P.G 86	A	U.G. Admissions is good. P.G. Admissions are to be improved
2.2	Number of full-time teachers	Doctorates :13 Professors 7 Associate Professors-7 Assistant Professors -44	A	Total:71
2.3	Number of students enrolled	607	A	Copy enclosed
2.4	Student –Full time teacher ratio	1:20	A	Copy enclosed
2.5	No. of permanent faculty With Ph.D	Doctorates 13	A	Good
2.6	Average teaching experience of full time teachers in years	85%	A	Good
2.7	Total No. of teaching days	102	A	Academic Calendar enclosed.
2.8	Preparation and adherence to Academic Calendar and Teaching plans	YES	A	A Copy enclosed
2.9	Innovative processes adopted in Teaching and Learning	YES	A	Following Out Come Based Education System.
2.10	Teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources, MOODLES etc.	YES	A	All the class rooms are provided with LCD Projectors and using LMS Portal.
2.11	Remedial Classes for slow learners and backlog students	GATE/GRE classes are conducted for advanced learners.	A	Very good initiative is taken towards slow learners and backlog students by providing extra inference.
2.12	GATE Classes for Advanced Learners.	YES	A	Class for Advanced Learners
2.13	Mentoring System	1:15	A	Individual attention is taken by the Mentor
2.14	Adequate facilities for teaching – learning, viz., classrooms, laboratories, computing equipment, etc.	YES	A	New teaching Methodologies have to be adopted All the Facilities are available.IOT / Ethical Hacking Cyber Forensics Labs

2.15	Advanced Research Centers	YES	A	Provided
2.16	Teachers attending professional development programs	70% Faculty attended the programmes	A	Encourage Assistant Professor to attend the FDP'S.
2.17	Organization of Guest Lectures, Industrial Visits, Workshops, etc.,	YES	B	Need to improve More Number of workshops, guest lectures for students
2.18	Online Certification Programmers	70% the faculty completed the certificate courses from nation and international.	A	SWAYAM, NPTEL & Attending Other Institution Fdps
2.19	Student Professional Society Chapter and Association Activities	YES	A	RACE Association has to be started
2.20	No. of Students undertaking field projects /internships	YES	A	Recommended to all the students
2.21	Dissemination of PEOs, POs, PSOs, COs	YES	A	They are displayed in all the prominent places and locations.
2.22	Attainment of COs, POs, PSOs	YES	A	A systematic procedure has been followed in maintain the attainment.
2.23	Online student satisfaction survey	YES	A	In 2021-22 almost Students have participated in the survey.

3. Research and Innovation

S.No.	Item	HEIS i/p	Grade	Remarks
3.1	The institution has a well-defined policy for promotion of research	YES	A	Service rules are provided
3.2	The institution provides seed money to its teachers	YES	B	Encourage faculty to publish Journals. 3000 rupees have been provided for each publication
3.3	Teachers recognized as research guides	03	B	Faculty are interested to guide the students and applied for permission, yet to be received from the university.
3.4	Sponsored research Projects and consultancy	NILL	D	To be improved
3.5	Workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices	YES	B	To be improved
3.6	Research Publications	YES	B	Faculty is encouraged to publish papers in reputed journals.
3.7	No. of Faculty participated in conferences and symposia	Conferences: 10	C	Encouragement has been given to the faculty to present their papers in the symposiums and conferences.
3.8	Books and chapters in edited volumes / books published, and papers in national/international Conference-proceedings.	3	D	Faculty is asked to publish their papers in national and international journals.
3.9	Revenue generated from Consultancy	NILL	D	To be improved
3.10	Linkages with institutions/industries for internship, on-the-job training, project work, sharing of research Facilities etc.	YES	B	To be improved
3.11	Functional MoUs	YES	A	Suggested to increase the Functional MOUs

4. CentrallibraryFacility

S.No.	Item	HEIsi/p	Grade	Remarks
4.1	Library is automated using Integrated Library Management System (ILMS)	YES	A	Good
4.2	Collection of rare books, manuscripts, special reports or any other knowledge resource for library enrichment	YES	A	NDLI Registered
4.3	Does the institution have the following: e – journals, e-Shodh Sindhu, Shodh ganga membership, e-books, Databases	YES	A	Good
4.4	Expenditure for purchase of books and journals		A	Should be increased little more than present giving year
4.5	Availability of digital library with a provision for remote access on intranet	YES	A	15 Systems have remote access on internet.
4.6	Per day usage of library by teachers and students	400	A	Good

5. ExaminationSection

S.No.	Item	HEIsi/p	Grade	Remarks
5.1	Number of days from the date of last semester-end/ year- end examination till the declaration of results	98	A	For the Academic Year 2021-22
5.2	Percentage of student complaints/grievances about evaluation against total number appeared in the examinations	1	A	Nil
5.3	Percentage of applications for revaluation leading to change in marks	51	A	51 Students passed in its revaluation.
5.5	Status of automation of Examination division along with approved Examination Manual	YES	A	Followed as per university guidelines.
5.6	Pass percentage of outgoing students	63%	A	Good

6.AmenitiesandSportsfacilities

S.No.	Item	HEIsi/p	Grade	Remarks
6.1	The institution has adequate facilities for sports, games (indoor, outdoor, gymnasium, yoga centre etc.)and cultural activities	YES	A	Good
6.2	Awards/medals for outstanding performance in sports, Yoga /cultural activities at national/international level	YES	A	District Level Bad mention Kabbadi District Level participated
6.3	Number of sports, Yoga and cultural activities/ competitions organized the institution level.	10	A	Yoga/cultural/Sports and competitions were held.

7.InternetConnectivity

S.No.	Item	HEIsi/p	Grade	Remarks
7.1	Institution frequently updates its IT facilities including Wi-Fi	YES	A	For 30 days updated based on the requirements
7.2	Student-Computer ratio	1:4	A	Adequate numbers of computers have been facilitated in all the computer labs.
7.3	Available bandwidth of internet connection in the Institution	1000MBPS	A	Good
7.4	Facilities for e-content development such as Media centre, recording facility, Lecture Capturing System(LCS)	YES	A	Good

8.PlacementsandHigherEducation

S.No.	Item	HEIsi/p	Grade	Remarks
8.1	Capability enhancement and development schemes	YES	A	Good
8.2	No of students benefited by guidance for competitive examinations and career counselling Offered by the institution	16	A	Will be improved in coming years.
8.3	Number of placements of outgoing students	179	A	Placed in MNC 'S, IT Core companies, private companies.
8.4	Students Qualified in Competitive Examinations	10	B	To be improved

9.AlumniEngagement

S.No.	Item	HEIsi/p	Grade	Remarks
9.1	The Alumni Association /Chapters	YES	A	ASIST Alumni Association yet to be started
9.2	Alumni contributions	YES	A	Healthy it will strengthen in future.
9.3	Alumni Association / Chapters meetings Conducted	YES	A	Yearly once

10. Social service and Extension activities

S.No.	Item	HEIs/p	Grade	Remarks
10.1	Initiatives taken to engage with and contribute to local community	YES	A	NSS Unit is involved and adopted a village and conducted more programmes.
10.2	No. of Activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national social cohesion as well as for observance of fundamental duties integration And communal harmony	YES	A	1. Activities conducted on Non-violence and Yoga 2. Conducts Republic and Independence days. 3. Essay Writing on water conservation. Importance of forestations. 4. Plantation in near by villages.
10.3	Extension activities in the neighborhood community in terms of impact and sensitizing students to social issues and holistic development	YES	A	Rally on Corona Virus , Bad Hobbits, and Swactcha Bharath and Sinking ponds. Drug awareness program.
10.4	Awards and recognition received for extension activities	YES	A	- Recognized as Government Founded Unit
10.5	Extension and outreach programs conducted in collaboration Government Organizations, Non-Government Organizations	YES	A	Mega covid-19 tests were conducted. Mega vaccination camp was organized
10.6	Number of students participating in extension activities	130	A	Good
10.7	Village adaptation	YES	A	Gani Athkur
10.8	NCC(Awards)	YES	A	Government Founded Unit

11. Administrative Procedures				
S.No.	Item	HEIs Input	Grade	Remarks
11.1	Budget allocation, excluding salary for infrastructure augmentation	15040000	A	Satisfactory
11.2	Expenditure incurred on maintenance of physical facilities and academic Support facilities excluding Salary component	1500000	A	Good
11.3	Established systems and procedures for maintaining and utilizing physical, academic and support facilities -laboratory, library, sports complex, computers, Classrooms etc.	YES	A	Fully equipped with need tool.
11.4	Students benefited by scholarships and free ships provided by the Government.	YES	A	Students are benefited by A.P. Government Fees Reimbursement Scheme & Central Gov't fees.
11.5	Students benefited by scholarships, free ships, etc. provided by the institution besides government schemes	YES	A	Meritorious students are given Cash Prizes.
11.6	Support to differently abled students	YES	A	Lift and ramp are existing in college
11.7	Transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases	YES	A	Ragging Free Campus.
11.8	Presence of an active Student Council & representation of students on academic & administrative bodies/committees	YES	B	Improved
11.9	Professional development /administrative training programs organized by the Institution for teaching and non- teaching staff	YES	A	FDP'S OBE'S were conducted.

12. Governance, Leadership and Management

S.No.	Item	HEIs Input	Grade	Remarks
12.1	Governance of the institution is reflective of an effective leadership in tune with the vision and mission of the Institution	YES	A	Governing Body meetings are conducted Twice in a year to ensure Institute activities.
12.2	Decentralization and participative management	YES	A	Proactive and participative Management is in place. Administrative hierarchy is ensured by governing Body
12.3	Perspective/Strategic plan and deployment documents	Selective agenda items of strategic plan are discussed in governing body meeting and decisions are circulated to all the departments.	A	As per the college policy head of the institution and department hod's will implement
12.4	Organizational structure of the Institution including governing body, administrative setup, and functions of various bodies, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism	YES	A	Service Rules Book is Provided.
12.5	Implementation of e-governance in are as of operation 1. Administration 2. Finance and Accounts 3. Student Admission and Support 4. Examination	All 4 YES YES YES YES	A	Good
12.6	Effectiveness of various bodies/ cells/ committees is evident through minutes of meetings and Implementation of the irresolution	YES	A	Good

12.7	Welfare measures for teaching and non-teaching staff	YES	A	EPF facility, Health Insurance, Concessional Transport, Free medical facility are provided.
12.8	Performance Appraisal System for teaching and non-teaching staff.	YES	A	Every year it will be followed
12.9	Institutional strategies for mobilization and understand the optimal utilization of resources	YES	A	Good
12.10	Teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies	YES	A	T.A &D. A is given for attending the workshops, fees also paid for memberships.

13. Best Practices of the Institution

S.No.	Item	HEI Input	Grade	Remarks
13.1	Number of gender equity promotion programs organized by the institution	YES	B	Need to conduct more activities.
13.2	Power requirement of the Institution met by their new able Energy sources	YES	A	Solar system established and power generator.
13.3	Percentage of lighting power requirements met through LED bulbs	85%	B	Good
13.4	Waste Management steps	YES	B	Need to be improved
13.5	Rain water harvesting structures and utilization in the campus	YES	B	Bunds to be constructed
13.6	Green Practices	YES	B	Good
13.7	Expenditure on green initiatives and waste management (Excluding salary component)	YES	C	Need to be improved.
13.8	Initiatives to address location advantages and disadvantages	YES	B	Signboards are arranged
13.9	Code of conduct handbook exists for students, teachers, governing body, administration including Principal/Officials and support staff	YES	B	Good

13.10	Display of core values in the institution and on its website	YES	B	Displayed at all the places
13.11	Activities to increase consciousness about nation identities and symbols; Fundamental Duties and Rights of Indian citizens obligations and other constitutional obligations	YES	A	Nation and international days are celebrated
13.12	Functioning is as per professional code of prescribed / suggested by statutory bodies / regulatory authorities for different Professions.	YES	B	Good
13.13	Organizes national festivals and birth/death anniversaries of the Great Indian personalities.	YES	A	Followed
13.14	Transparency in its financial, academic, administrative and Auxiliary functions	YES	B	Good
	<ol style="list-style-type: none"> 1. Value addition by certification programs as well as technology training is focused through Skill Development Centre (APSSDC, IITB-RC, NPTEL, Spoken tutorial, Swayam Prabha). 2. Student participation in Innovation, Incubation and Entrepreneurship activities through CIIE. 3. Departmental initiative for placements in core domains of the central Training and Placement cell. 4. Alumni involvement in placement drive. 5. The course coordinator system has been continued. 6. Conduct of subject based Seminars and workshops have been continued. Involvement of students in various committees has been increased. 7. The practice of conducting Guest lectures, Industrial visits and Industrial training has been enhanced. 8. The functioning of Research groups to promote better quality research and publications has been strengthened. 9. More Practical orientation is supported through Mini-projects, technical seminars. 10. Industry Internships made mandatory for all students 11. Program electives, Open electives and Mandatory courses as well as MOOCs are incorporated. 12. Continuous inputs from all stakeholders like Alumni, 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 	Yes		<p>A</p> <p>A</p> <p>A.(More students should be involved)</p> <p>A</p> <p>B</p> <p>A</p> <p>A</p> <p>A</p> <p>A</p> <p>A</p> <p>B</p> <p>A</p> <p>B</p>

14. Additional Training on communication skills and soft skills is further increased.	YES	B
15. Research aptitude among the students is inculcated through project implementations.	YES	B
16. An Advisory Committee has been formulated for every department with suitable external members.	YES	A
17. A regular monitoring of Academic growth is taken care by the College Advisory Board (CAB)	YES	A
18. Improved Membership in various professional bodies like IEEE, CSI, ISTE, IE, IETE, ISHRE	YES	B
19. Institute has assigned some MOUs and established Tieups/collaborations with reputed organizations and institutions	YES	A
20. Improved class room facilities with ICT tools.	YES	A
21. Participation of students in Sports, Games at National and International level, NCC, NSS activities.	YES	A

14. IQAC				
S.No.	Item	HEIs Input	Grade	Remarks
14.1	Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance Strategies and processes	YES	A	More interactive sessions with students and faculty must be improved
14.2	The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC Set up as per norms	YES	A	Follows the University structure.
14.3	Quality initiatives by IQAC for promoting quality culture	YES	A	Has to be improved in coming years.

Suggestions for improvement:

1. Individual faculty has explained the importance of Po's Co's and Pso's in the class rooms, as well as displayed in the prominent places of the campus and well maintained.
2. Need to encourage the Students participate in various activities like National and International events
3. Need to Organize Guest lectures and Workshops for improving the industrial oriented knowledge to the students
4. Though the IQAC was introduced, it worked to conduct Faculty and Student improvement programs in the college and advised to continue the same in the coming years.
5. Faculty are encouraged to do Ph.D by giving incentives.
6. Faculty are suggested to improve in research and innovative programs.



Signature of AAA Member 1

Name: Dr. M. Poorna Kishore
Designation: Assoc. Professor.
Address: KKR & KSR Institute
of Technology & Science,
Guntur.



Signature of AAA Member 2

Name: Dr. K. Prathyusha
Designation: Assoc. Professor
Address: NRI Institute of Science
& Technology, Agiripalli



Principal

PRINCIPAL
Amrita Sai Institute of Science and Technology,
Amrita Sai Nagar, Paritala
Krishna Dist 521 180



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Date: 08/12/2020

CIRCULAR

The IQAC would like to remind the HOD's of all the departments to submit the Action Taken Report of the External Academic Administrative Audit report which was conducted on 7th and 8th December, 2020 for the A.Y 2019-20. Hence the HOD's are requested to submit the same within a week to the IQAC.


IQAC Coordinator
Amrita Sai Institute of Science & Technology
Amrita Sai Nagar, Paritala -521180

Copy to: The Chairperson

**The Principal office
All the members of the IQAC.**


Principal

PRINCIPAL
Amrita Sai Institute of Science and Technology
Amrita Sai Nagar, Paritala
Krishna Dist 521180



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Department of Electronics and communications & Engineering

Date: 14/12/2020

CIRCULAR

All staff members of the department are requested to attend the meeting on 14th of December at the department seminar hall at 1.00PM without fail.

Agenda:

1. Discussion on suggestions give by Auditors (External Academic Administrative Audit)

The following are the remarks/suggestions identified by the Auditors:

1	External	2019-2020	Student activities need to be improved	With the encouragement of our staff the students are participated in various activities conducted by other institutions
2	External	2019-2020	Conduction of Guest lectures and Workshops need to organize.	We have conducted workshops and seminars of various topics.
3	External	2019-2020	Improve results pass percentage	Department is conducting extra classes and students are insisted to do more practice
4	External	2019-2020	Faculty are suggested to improve in research and innovative programs	The faculty are participated in various FDP programs, OBE's for updating skills as per present industrial requirements.


DAQIC Coordinator

Copy to:

The teaching.

Non-teaching staff.


Head of The Department

Head of the Department
Electronics and Communication Engineering
Amrita sai institute of Science and Technology
PARITALA (Post), Kanchikacherla(M),
Krishna District A.P.. 521180



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DEPARTMENT OF ELECTRONICS AND COMMUNICATIONS ENGINEERING

Action Taken Report on External Academic and Administrative Audit Report

For The A.Y 2019-20

Date: 15/12/20

As orders received from the IQAC the department of ECE has successfully completed the External academic audit on 8th December 2020.

After the Audit the department conducted a meeting and discussed thoroughly about the suggestions given by the auditors and took necessary steps to implement them.

The following steps of actions are taken as per the suggestions given by the auditors

The action taken report on the made by the auditors.

S.No	Audit Type	Audit Year	Suggestion	Action Taken
1	External	2019-2020	1.Add more interdisciplinary elective subjects in curricula 2. Improve curricula to take care of slow and fast learning simultaneously 3. Good in curricula content and sufficiently added practical content.	HOD discussed the issue with internal BOS meeting and it will be adopted for the next academic year.
2	External	2019-2020	Student activities need to be improved	1.With the encouragement of our staff the students are participated in various activities conducted by other institutions
3	External	2019-2020	Conduction of Guest lectures and Workshops need to organize.	1.We have conducted workshops and seminars of various topics.
4	External	2019-2020	Improve results pass percentage	Department is conducting extra classes and students are insisted to do more practice
5	External	2019-2020	Faculty are suggested to improve in research and innovative programs	The faculty are participated in various FDP programs, OBE's for updating skills as per present industrial requirements.


HOD

Head of the Department
Electronics and Communication Engineering
Amrita sai Institute of Science and Technology
PARITALA (Post), Kanchikacherla(M),
Krishna District, A.P. 521180.



IQAC Coordinator
IQAC Coordinator
Amrita Sai Institute of Science & Technology
Amrita Sai Nagar, Paritala -521180



Principal
Principal
Amrita Sai Institute of Science and Technology
Amrita Sai Nagar, Paritala
Krishna Dist 521180.



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DEPARTMENT OF ELECTRONICS AND COMMUNICATIONS ENGINEERING

INTERNAL

ACADEMIC AUDIT REPORTS

Academic year: 2019-20



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Ref: ASIST/ IQAC/CIR/2019/20

Date: 09/11/2020

CIRCULAR

The meeting of IQAC for the academic year 2019-20 is scheduled to be held on 10th November, 2020 at 11AM in Principal's chamber to discuss about internal audit of academic year 2019-20 at ASIST.

AGENDA

1. Internal Audit for the Academic Year 2019-20.
2. Selection of dates
3. Deputation of staff for internal audit.

I would like all the IQAC Members, HOD's and senior staff of the college to attend the meeting and deliberate upon the Agenda.

IQAC Coordinator
IQAC Coordinator
Amrita Sai Institute of Science & Technology
Amrita Sai Nagar, Paritala -521180

Principal

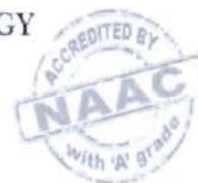
PRINCIPAL
Amrita Sai Institute of Science and Technology
Amrita Sai Nagar, Paritala
Krishna Dist 521 180

Copy to: The Chairperson
The Principal Office File
All Members of the IQAC.



AMRITA SAI INSTITUTE OF SCIENCE & TECHNOLOGY
(AUTONOMOUS)

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Paritala, Kanchikacherla, Krishna Dist. Andhra Pradesh- 521180.
www.amritasai.edu.in, Phone: 0866 2428399.



Ref: ASIST/IQAC/CIR/2019/20

Date: 10/11/2020

**ACADEMIC AND ADMINISTRATIVE
INTERNAL AUDIT.**

At the outset convener of IQAC welcomed Dr. Dr. M. Sasidhar, Hod's senior faculty and other members. The agenda points were taken up for discussion with permission of the principal.

The following points were discussed and deliberated upon in the meeting.

1. Principal discussed with the IQAC coordinator, senior faculty and HOD's about Academic calendar. College Activities, Conduction of Regular class promptly.
2. As per the office order from the principal dated November, 10th 2020, the following committees have been constituted by IQAC to carry out the internal audit of the departments in the Month of November 2019-2020 as on 17/11/2020 to 19/11/2020
3. After discussion with IQAC Coordinator and HOD'S the Principal has finalized the below faculty to carry out their Assigned department Internal Audit.
4. All the HOD's were asked to depute the allotted faculty to carry out the duty.
5. IQAC coordinator Mr.Ch.Chinna veeraiah thanked the principal and the HOD'S for their cooperation .The meeting ended with vote of thanks.

ALLOTTED FACULTY TO CARRY OUT THE INTERNAL AUDIT.



The committee that audits the Department of CSE.

Name	Designation	Department	Signature
Dr. B.Jaya chandran	Professor	ECE	
Dr.K.Murali Babu	Professor	ECE	



The committee that audits the Department of ECE.

Name	Designation	Department	Signature
Dr. G. Sainba Sivarao	Professor	CSE	
Dr.M. Pavan Kumar	Professor	CSE	

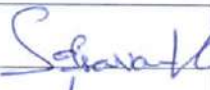

The committee that audits the Department of Civil

Name	Designation	Department	Signature
Dr.T. Elango	Professor	MECH	
Sri. B.Praneeth	Assistant Professor	MECH	


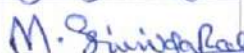
The committee that audits the Department of EEE.

Name	Designation	Department	Signature
Dr.V.Gajendra Kumar	Professor	ECE	
Dr.S. Vasantha Swaminathan	Professor	ECE	

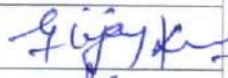

The committee that audits the Department of Mechanical.

Name	Designation	Department	Signature
Dr.S. Sravan Kumar	Professor	EEE	
Sri.CH. ChinnaVeeraiah	Assistant Professor	EEE	



The committee that audits the Department of S & H

Name	Designation	Department	Signature
Dr.S.Siva Lingam	Professor	ECE	
Dr.M. Srinivasulu	Professor	CSE	

The committee that audits the Department of Examination Cell.

Name	Designation	Department	Signature
Dr.G.Vijaya Kumar	Professor	CSE	
Sri.B.RamaRao	Assistant Professor	ECE	

The committee that audits the Department of Library.

Name	Designation	Department	Signature
Dr.D Dayakar Rao	Professor	ECE	
Dr.M.Sreedevi	Professor	CSE	


IQAC Coordinator

IQAC Coordinator
Amrita Sai Institute of Science & Technology
Amrita Sai Nagar, Paritala -521180


Principal

PRINCIPAL
Amrita Sai Institute of Science and Technology
Amrita Sai Nagar, Paritala
Krishna Dist. 521 180



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The following members are appointed for Internal Quality Assurance Cell (IQAC) for the Academic year 2019-2020

S.No	Name	Designation	Designation in Committee	Signature
1	Dr. M. Sasidhar	Principal ,ASIST	Chairperson	
2	Mr.Ch.Chinna veeraiah	Office incharge Examinations	Coordinator	
3	Dr.P.Durga Bhavani	Coordinator Women Empowerment cell	Member	
4	Dr. P. Chiranjeevi	Director of Academics	Member	
5	Dr.D.DayakarRao	HOD,ECE	Member	
6	Dr. Shaik Rafi	Director EDC	Member	
7	Dr.S.VijayaVardhini	Director ,R&D	Member	
8	Sri.D.PavanKumar	HOD,S&H	Member	
9	Sri.P.RameshBabu	Placement Officer	Member	
10	Dr.M.Thiyagarajan	HOD,CIVIL	Member	
11	Sri.B.Praneeth	HOD ,Mech	Member	
12	Sri.K.AppaRao	Librarian	Member	
13	Sri.E.Sateesh	Asst. Professor CSE	Member	
14	Sri.K.VRao	Office Manager	Member	
15	Mrs.T.Suhasini	Asst.Professor EEE	Member	
16	Sri.K.Ramya	Vice-president Syncreon Technology	Member	
17	Sri.D.Balaji	Asst Prof. S&H	Member	
18	Ms. B. Sirisha	Student/Alumni	Member	

IQAC Coordinator

IQAC Coordinator

Copy to: The Chairperson

The Principal Office File

All Members of the IQAC.

Principal

PRINCIPAL
Amrita Sai Institute of Science and Technology
Amrita Sai Nagar, Paritala
Krishna Dist . 521 180



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Electronics and communications Engineering

Ref: CIR/ECE/2019/2020

Date: 13/11/2020

CIRCULAR

All the teaching and non-teaching of the department of ECE are here by informed that the Internal Audit team will inspect department to audit for the Academic Year 2019-2020 on 17th of November 2020. Hence all the staff are suggested to get ready to submit the documents as and when they ask.

The following staff members are allotted as internal auditors for the Department of ECE.

Name	Designation	Department
Dr. G. Samba Sivarao	Professor	CSE
Dr.M. Pavan Kumar	Professor	CSE


DAQIC Coordinator


Head of Department

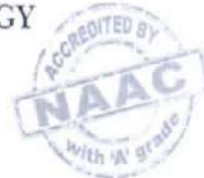
Copy to:
The teaching.
Non-teaching staff.

Head of the Department
Electronics and Communication Engineering
Amrita sai Institute of Science and Technology
PARITALA (Post), Kanchikacherla(M),
Krishna District, A.P., 521180



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Department: ECE

Date : 17/11/2020

**ACADEMIC AND ADMINISTRATIVE
INTERNAL AUDIT**

As per the office order from the Ref: ASIST/IQAC/CIR/2020/21, dated 10/11/2020, ECE Department has completed Academic and Administrative Audit successfully on 17/11/2020

The following staff members are allotted as internal auditors for the Department of ECE.

Name	Designation	Department
Dr. G. Samba Sivarao	Professor	CSE
Dr.M. Pavan Kumar	Professor	CSE

IQAC Coordinator



IQAC Coordinator

Amrita Sai Institute of Science & Technology
Amrita Sai Nagar, Paritala -521180

Principal

PRINCIPAL

Amrita Sai Institute of Science and Technology
Amrita Sai Nagar, Paritala
Krishna Dist . 521 180



DEPARTMENT OF ELECTRONICS AND COMMUNICATIONS & ENGINEERING
PROCEDURE AND FORMAT OF INTERNAL AUDIT REPORT FOR THE
A.Y.2019-20

The activities are to be graded on the following scale

GOOD	Average	Satisfactory	Needs Improvement
A	B	C	D

S.NO.	PERTICULARS	AUDITOR'S INPUT	GRADE	AUDETORS REPORT
1	Implementation of academic calendar	YES	A	Good
2	Certification Programs	YES	A	Good
3	No. of students undertaking field Projects/ internship	YES	B	Average
4	Organization of industrial visits	YES	B	Average
5	Feedback collection from stakeholders	YES	A	Good
6	Maintenance of faculty student ratio in the department	1:15	A	Good
7	Procedure followed in the allotment of subjects to the faculty.	As Per Experience	A	Good
8	Course files maintained by the subject teachers and is updated periodically	YES	A	Good
9	Mentoring system	YES	A	Good
10	Student professional society chapter and association activities		D	Need To Improvement
11	Allotment of additional responsibilities to faculty	YES	A	Good
12	ICT techniques adopted in teaching and learning	YES	B	Average
13	Pass percentage of outgoing students		C	Satisfactory
14	Dissemination of PEOs, POs, PSOs, COs	YES	A	Good
15	No. of faculty participated in conferences and symposia		C	Satisfactory
16	Organization of Guest lectures, Workshops, etc	YES	D	Need To Improvement

17	Extension activities in the neighborhood community in terms of impact and sensitizing students to social issues and holistic development	YES	C	Satisfactory
18	Adequate facilities for teaching — learning, viz. class rooms, laboratories, computing equipment, etc.	YES	A	Good
19	Number of students participating in extension activities	105	D	Need to Improvement
20	Established systems and procedures for maintaining and utilizing physical, academic and support facilities laboratory, library, sports complex, computers, classrooms etc.	YES	B	Average
21	Expenditure incurred on maintenance of physical facilities excluding salary component	YES	B	Average
22	Linkages with institutions/ industries for internship, on-the-job training, project work, sharing of research facilities etc.	YES	C	Satisfactory
23	Per day usage of library by teachers and students	125	B	Average
24	Bandwidth of Internet	1000mbps	A	Good
25	Management merit scholarships	YES	D	Need to Improvement
26	Skill Enhancement initiatives	YES	D	Need to Improvement
27	Number of placements of outgoing students	YES	C	Satisfactory
28	Student qualified in competitive examinations	YES	D	Need to Improvement
29	Students admitted in higher studies	YES	B	Average
30	Awards/medals for outstanding performance in sports, yoga/ cultural activities national/international level.	YES	A	Good
31	Alumni association/chapters meetings conducted	YES	D	Need to Improvement
32	Organization of professional development programs	YES	B	Average
33	Teachers attending professional development programs	YES	A	Good
34	Effectiveness of various bodies/ cells/ committees is evident through minutes of meetings and implementation of their resolutions	YES	A	Good

Suggestions for Improvement:

1. Need to encourage the Students participate in various activities like National and International events
2. Need to Organize Guest lectures and Workshops for improving the industrial oriented knowledge to the students.
3. Need to improve the Pass percentage of students in every semester.
4. Need to conduct more Number of special classes for outgoing Students getting through in competitive examinations



Signature of the HOD



Signature of Auditor 1



Signature of Auditor 2

Head of the Department
Electronics and Communication Engineering
Amrita sai Institute of Science and Technology
PARITALA (Post), Kanchikacherla(M).
Krishna District. A.P. 521 180



Signature of the Principal.

PRINCIPAL

Amrita Sai Institute of Science and Technology
Amrita Sai Nagar, Paritala
Krishna Dist 521 180

Copy to: The Chairperson

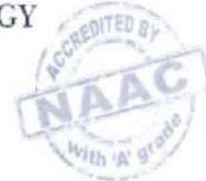
The Principal Office File

All Members of the IQAC.



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Date: 20/11/2020

CIRCULAR

The IQAC would like to remind to submit the Action Taken Report of the internal Academic Administrative Audit report which was conducted on 17th November 2020 for the A.Y 2019-20. Hence the HOD of ECE are requested to submit the same within two days to the IQAC.


IQAC Coordinator

IQAC Coordinator
Amrita Sai Institute of Science & Technology
Amrita Sai Nagar, Paritala -521180

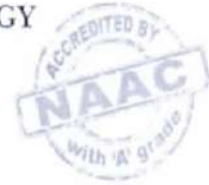

Principal

PRINCIPAL
Amrita Sai Institute of Science and Technology
Amrita Sai Nagar, Paritala
Krishna Dist 521180



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Electronics and communications Engineering

Date: 21/11/2020

CIRCULAR

All staff members of the department are requested to attend the meeting on 3rd of December 2020 at the department seminar hall at 1.00PM

Agenda:

1. Discussion on suggestions give by Auditors (internal Academic Administrative Audit) For the Academic year 2019-20.

The following are the Remarks/suggestions Identified by the Auditors:

S.No	Audit Type	Audit Year	Suggestion
1	Internal	2019-2020	Student activities need to be improved
2	Internal	2019-2020	Conduction of Guest lectures and Workshops need to organize.
3	Internal	2019-2020	Pass percentage need to be improved.
4	Internal	2019-2020	Students should improve in getting through competitive exams
5	Internal	2019-2020	Management merit scholarships
6	Internal	2019-2020	Skill Enhancement initiatives
7	Internal	2019-2020	Student professional society chapter and association activities
8	Internal	2019-2020	Alumni association/chapters meetings conducted
9	Internal	2019-2020	Number of placements of outgoing students


DAQIC Coordinator


Head of the Department

Copy to:
The teaching.
Non-teaching staff.

Head of the Department
Electronics and Communication Engineering
Amrita sai Institute of Science and Technology
PARITALA (Post), Kanchikacherla(M),
Krishna District, A.P., 521180.



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DEPARTMENT OF ELECTRONICS AND COMMUNICATION ENGINEERING

Action Taken Report on Internal Academic And Administrative Audit Report For The

A.Y: 2019-20

Date: 30-11-20

As orders received from the IQAC the department of ECE has successfully completed the internal academic audit on 17th November 2020.

After the Audit the department conducted a meeting and discussed thoroughly about the suggestions given by the auditors and took necessary steps to implement them

The Action Taken Report On The Made By The Auditors.

S.No	Audit Type	Audit Year	Suggestion	Action Taken
1	Internal	2019-2020	Student activities need to be improved	1. With the encouragement of our staff the students are participated in various activities conducted by other institutions 2. Two Students won in the competition of paper presentation and Two are won in coding challenge, Two are own in Quize competitions, one is won in sports, one is won in Skit competition.
2	Internal	2019-2020	Conduction of Guest lectures and Workshops need to organize.	1. We have conducted 5 workshops and 7 seminars of various topics.
3	Internal	2019-2020	Pass percentage need to be improved.	We have conducted remedial classes for those who have secured less than 50% marks in mid examinations such that some of those have passed in semester examination
4	Internal	2019-2020	Students should improve in getting through competitive exams	We have conducted training programmes on aptitude training and GATE training.


HOD ECE


IQAC Coordinator


principal

IQAC Coordinator

Amrita Sai Institute of Science & Technology
Amrita Sai Nagar, Paritala -521180

PRINCIPAL

Head of the Department
Electronics and Communication Engineering
Amrita Sai Institute of Science and Technology
PARITALA (Post), Kanchikacherla (Dist)
Krishna District, A.P., 521180

Amrita Sai Institute of Science and Technology
Amrita Sai Nagar, Paritala
Krishna Dist 521180

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ACADEMIC AND ADMINISTRATIVE
INTERNAL AUDIT FOR THE A.Y.2019-20

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DEPARTMENT OF COMPUTER SCIENCE & ENGINEERING

Ref: CIR/CSE/2019/2020

Date: 14/11/2020

CIRCULAR

All the teaching and non-teaching of the department are here by informed that the Internal Audit team will inspect department to audit for the Academic Year 2019-2020 on 16th of November 2020. Hence all the staff are suggested to get ready to submit the documents as and when they ask.

The following staff members are allotted as Internal Auditors for the Department of CSE:

Name	Designation	Department
Dr. Jayachandran	Professor	ECE
Dr.K.Murali Babu	Professor	ECE


DAQIC Coordinator


Head of Department

Professor & HOD, Dept. of CSE
Amrita Sai Institute of Science & Technology,
Amrita Sai Nagar, PARITALA (PO)-52118
Kanchikacherla Mdl, Krishna D.

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DEPARTMENT OF COMPUTER SCIENCE & ENGINEERING

PROCEDURE AND FORMAT OF INTERNAL AUDIT REPORT FOR THE A.Y.2019-20

The activities are to be graded on the following scale

GOOD	Average	Satisfactory	Needs Improvement
A	B	C	D


S.NO	PARTICULARS	AUDITOR'S INPUT	GRADE	AUDITOR'S REPORT
1	Implementation of academic calendar	YES	A	GOOD
2	Certification Programs	YES	A	GOOD
3	No. of students undertaking field Projects/ internships.	YES	B	AVERAGE
4	Organization of industrial visits.	YES	B	AVERAGE
5	Feedback collection from stakeholders	YES	A	GOOD
6	Maintenance of faculty student ratio in the department.	1:15	A	GOOD
7	Procedure followed in the allotment of subjects to the faculty.	YES	A	GOOD
8	Course files maintained by the subject teachers and is updated periodically.	YES	A	GOOD
9	Mentoring system	YES	A	GOOD
10	Student professional society chapter and association activities.	YES	B	AVERAGE
11	Allotment of additional responsibilities to faculty.	YES	A	GOOD
12	ICT techniques adopted in teaching and	YES	A	GOOD

13	Pass percentage of outgoing students.	YES	A	GOOD
14	Dissemination of PEOs, POs, PSOs, COs.	YES	A	GOOD
15	No. of faculty participated in conferences and symposia.	YES	B	AVERAGE
16	Organization of Guest lectures, Workshops, etc.	YES	D	Need improvement
17	Extension activities in the neighbourhood community in terms of <i>impact</i> and sensitizing students to social issues and holistic development.	YES	B	AVERAGE
18	Adequate facilities for teaching — learning, viz. class rooms, laboratories, computing equipment, etc.	YES	A	GOOD
19	Number of students participating in extension activities.	YES	A	GOOD
20	Established systems and procedures for maintaining and utilizing physical, academic and support facilities laboratory, library, sports complex, computers, classrooms etc.	YES	A	GOOD
21	Expenditure incurred on maintenance of physical facilities excluding salary component	YES	A	GOOD
22	Linkages with institutions/ industries for internship, on-the-job training, project work, sharing of research facilities etc.	YES	A	GOOD
23	Per day usage of library by teachers and students	300	A	GOOD
24	Bandwidth of Internet	1000Mbps	A	GOOD
25	Management merit scholarships		C	Satisfactory
26	Skill Enhancement initiatives		C	Satisfactory


27	Number of placements of outgoing students.	YES	A	GOOD
28	Student qualified in competitive examinations.	YES	A	GOOD
29	Students admitted in higher studies.	YES	A	GOOD
30	Awards/medals for outstanding performance in sports, yoga/ cultural activities national/international level.	YES	A	GOOD
31	Alumni association/chapters meetings conducted.	NO	B	AVERAGE
32	Organization of professional development programs.	YES	A	GOOD
33	Teachers attending professional development programs.	YES	A	GOOD
34	Effectiveness of various bodies/ cells/ committees is evident through minutes of meetings and implementation of their resolutions.	YES	A	GOOD


Suggestions if any:

1. Student Participation in internships and field-projects should be improve.
2. Management scholarships can be increased a little more than present giving.
3. Organization of Guest Lectures should be improve..


Signature of the HOD

Professor & HOD, Dept. of CSE
Amrita Sai Institute of Science & Technology
Amrita Sai Nagar, PARITALA (PO)-521118
Krishna Dist., Andhra Pradesh


Signature of Auditor 1


Signature of Auditor 2


Signature of the Principal.

PRINCIPAL

Amrita Sai Institute of Science and Technology
Amrita Sai Nagar, Paritala
Krishna Dist., 521 180

Copy to:

The Chairperson

The Principal Office File

All Members of the IQAC.

AMRITA SAI INSTITUTE OF SCIENCE & TECHNOLOGY

(AUTONOMOUS)



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DEPARTMENT OF COMPUTER SCIENCE AND ENGINEERING

Ref: CIR/CSE/2019/2020

Date:18/11/2020

CIRCULAR

All staff members of the department are requested to attend the meeting on 18th of November 2020 at the department seminar hall at 1.00PM


Agenda:

Discussion on suggestions given by the Auditors (Internal Academic Administrative Audit)

The following are the remarks / suggestions identified by the Auditors:

S.No	Audit Type	Audit year	Suggestions
1	Internal	2019-20	Student Participation in internships and field-projects should be improved.
2	Internal	2019-20	Management scholarships can be increased a little more than present giving.
3	Internal	2019-20	Organization of Guest Lectures should be improved.
4	Internal	2019-20	Alumni association/chapters meetings should be improved.
5	Internal	2019-20	Extension activities in the neighbourhood community in terms of <i>impact</i> and sensitizing students to social issues and holistic development should be improved.
6	Internal	2019-20	No. of faculty participated in conferences and symposia should be improved.
7	Internal	2019-20	Student professional society chapter and association activities should be improved.
8	Internal	2019-20	No. of students undertaking field Projects/ internships should be improved.


DAQIC Coordinator


Head of the Department
Professor & HOD, Dept. of CSE
Amrita Sai Institute of Science & Technology
Amrita Sai Nagar, PARITALA (PO)-521180
Kanchikacherla- Mdl., Krishna D

AMRITA SAI INSTITUTE OF SCIENCE & TECHNOLOGY (AUTONOMOUS)



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DEPARTMENT OF COMPUTER SCIENCE & ENGINEERING

Date: 30/11/20

Action taken report on Internal Academic And Administrative Audit Report for A.Y.2019-20

As orders received from the IQAC the department of CSE has successfully completed the internal academic audit on 16th November 2020 for the A.Y.2019-20. After the audit the department conducted a meeting and discussed thoroughly about the suggestions given by the Auditors and took necessary steps to implement them.

The action taken report on the suggestions made by the Auditors.

S.No	Audit Type	Audit Year	Suggestions	Action Taken
1	Internal	2019-20	Student Participation in internships and field-projects should be improved.	Students are instructed to participate in internships and field projects.
2	Internal	2019-20	Management scholarships can be increased a little more than present giving.	Management scholarships are increased.
3	Internal	2019-20	Organization of Guest Lectures should be improved.	Conducted Guest Lectures.
4	Internal	2019-20	Alumni association/chapters meetings conducted should be improved.	Alumni meetings conducted.
5	Internal	2019-20	Extension activities in the neighbourhood community in terms of impact and sensitizing students to social issues and holistic development should be improved.	Extension activities conducted

7	Internal	2019-20	Student professional society chapter and association activities should be improved.	Conducted Student professional society chapter and association activities.
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HOD

Professor & HOD, Dept. of CSE
 Amrita Sai Institute of Science & Technology
 Amrita Sai Nagar, PARITALA (PO)-521180
 Kanakacherry, M.D. Krishna Dist.

Copy to:
 The Chairman,
 Principal's Office,
 All the IQAC Members.



IQAC Coordinator

IQAC Coordinator

Amrita Sai Institute of Science & Technology
 Amrita Sai Nagar, Paritala -521180



Principal

PRINCIPAL

Amrita Sai Institute of Science and Technology
 Amrita Sai Nagar, Paritala
 Krishna Dist. - 521 180

1	CYBER-ATTACK DETECTION IN NETWORK USING MACHINE LEARNING TECHNIQUES	Ch. Sowjanya N. Anusha D. Srikanth M. Aadil Sk. shehnaz	Vol-13, No.06,	Issue-04,	ISSN: 2278- 4632	UGC	April : 2023
2	DISEASE PREDICTION MACHINE LEARNING BIG DATA	Ch. Sowjanya S. Kavaya sri, Sk. Haseena, M. Devendhar, M. Angel Chesmitha	Vol-13, Issue-4, No. 20		ISSN : 2347- 7180	UGC	April : 2023
3	INTELLIGENT SYSTEM FOR DRIVER DROWSINESS DETECTION	E.Sateesh V.Karthik Reddy P.Naga Karthik P.Pavan Kalyan P.Bhoomika P.Anuradha	Vol-13, No.06	Issue-04,	ISSN: 2278- 4632	UGC	April : 2023
4	The Role of Logistic Regression and Local Outlier Factor for Credit Card Fraud Identification	Kanasani Nagamani, Sateesh Enapakurthi	IJRTI Volume 8, Issue 3		ISSN: 2456- 3315	UGC	2023
5	CROP RECOMMENDATION SYSTEM USING MACHINE LEARNING ALGORITHMS	E. Sateesh Bhanusri, Sk. Khaja Mohiddin Pasha, Sk. Sameer, P. Gopala krishna, A. Sunitha	Vol-13, Issue-4, No. 20,		ISSN : 2347- 7180	UGC	April : 2023
6	A FLOOD PREDICTION SYSTEM DEVELOPED USING VARIOUS MACHINE LEARNING ALGORITHMS	Mr. K. SUBHASH CHANDRA P.GAYATHRI V SAI JAHNAVI V SAI KRISHNA	Vol-13, No.06	Issue-04,	ISSN: 2278- 4632	UGC	April : 2023

7	MISSING CHILD IDENTIFICATION SYSTEM USING DEEP LEARNING AND MULTI-CLASS SUPPORT VECTOR MACHINE	P ESWAR RAO	Mr. K. SUBHASH CHANDRA G. RAKESH, K.SAI VENNELA, A. NAGA THIRUMALA REDDY, L. HYMAVATHI,	Vol-13, Issue-4, No. 20	ISSN : 2347-7180	UGC	April : 2023
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www.amritasai.org.in, Phone: 0866 2428399.



Ref: ASIST/ IQAC/2019/20

Date: 09/11/2020

CIRCULAR

All the HOD'S and members of IQAC are here by informed that there will be a meeting with principal on 10th November 2020 at 11.00 am in Principal chamber.

AGENDA:

1. Internal Audit for the Academic Year 2019-20.
2. Selection of dates
3. Deputation of staff for internal audit.

I would like to invite you all to attend the meeting and discuss upon the Agenda.

IQAC Coordinator

IQAC Coordinator

Amrita Sai Institute of Science & Technology
Amrita Sai Nagar, Paritala -521180

Principal

PRINCIPAL

Amrita Sai Institute of Science and Techno
Amrita Sai Nagar, Paritala
Krishna Dist 521 180

Copy to: The Chair Person

The Principal Office File

All Members of the IQAC.

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Ref: ASIST/ IQAC/2019/20

Date: 10/11/2020

ACADEMIC AND ADMINISTRATIVE INTERNAL AUDIT FOR A.Y.2019-20.

Minutes of the meeting held on 10th August, 2019-2020

At the outset Coordinator of IQAC welcomed Dr M.Sasidhar, Chairman of the committee, HODs, senior faculty and other members. The agenda points were taken up for discussion with the permission of the chair.

The following points were discussed and deliberated upon in the meeting.

1. As per the office order from the principal dated 9/11/2020, the following committees have been constituted by IQAC to carry out the internal audit of the departments for the Academic Year 2019-2020 in the Month of November 2020 from 11/11/2020 to 19/11/2020
 2. After discussion with IQAC Coordinator and HOD'S the Principal has finalized the below faculty to carry out their Assigned department Internal Audit.
 3. All the HODs were asked to depute the allotted faculty to carry out the duty. IQAC coordinator thanked the principal and the HOD'S for their cooperation .The meeting ended with vote of thanks.
- ALLOTTED FACULTY TO CARRY OUT THE INTERNAL AUDIT.

The committee that audits the Department of CSE.

Name	Designation	Department	Signature
Dr.B.Jaya Chandran	Professor	ECE	<i>Jaya</i>
Dr.K.Murali Babu	Professor	ECE	<i>Murali</i>


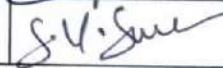
The committee that audits the Department of ECE.

Name	Designation	Department	Signature
Dr.G.Sambasiva Rao	Professor	CSE	<i>G. Sambasiva Rao</i>
Dr.M.Pavan Kumar	Professor	CSE	<i>M. Pavan Kumar</i>

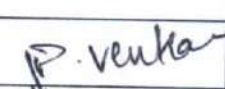
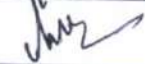
The committee that audits the Department of Civil

Name	Designation	Department	Signature
Dr.T.Elango	Professor	MECH	<i>T. Elango</i>
Mr.B.Praneeth	Assistant Professor	MECH	<i>B. Praneeth</i>

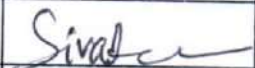
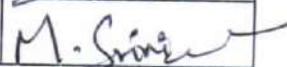
The committee that audits the Department of EEE.

Name	Designation	Department	Signature
Dr.V.Gajendra Kumar	Professor	ECE	
Dr.S.Vasantha Swaminatham	Professor	ECE	

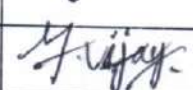
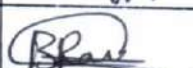
The committee that audits the Department of Mechanical.

Name	Designation	Department	Signature
Mr.P.Venkateswara Rao	Associate Professor	EEE	
Mr.Ch.Chinna Veeraiah	Assistant Professor	EEE	



The committee that audits the Department of B & SH

Name	Designation	Department	Signature
Dr.S.Sivalingam	Professor	ECE	
Dr.M.Srinivasulu	Professor	CSE	

The committee that audits the Department of Examination Cell.

Name	Designation	Department	Signature
Dr.G.Vijay Kumar	Professor	CSE	
B.Rama Rao	Assistant Professor	ECE	

The committee that audits the Department of Library.

Name	Designation	Department	Signature
Dr.D.Dyayakarara Rao	Professor	ECE	
Dr.M.Sreedevi	Professor	CSE	


IQAC Coordinator
 IQAC Coordinator
 Amrita Sai Institute of Science & Technology
 Amrita Sai Nagar, Paritala -521180


Principal
 PRINCIPAL
 Amrita Sai Institute of Science and Technology
 Amrita Sai Nagar, Paritala
 Krishna Dist 521 180

Copy to: The Chairperson

Principal Office File

All Members of IQAC, Staff, Notice board, Exam Cell, Library.

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www.amritasai.org.in, Phone: 0866 2428399.



S.No.	Name	Designation	Designation in Committee	Signature
1	Dr.M.Sasidhar	Principal ,ASIST	Chairman	
2	Mr.Ch.Chinna Veeraiah	Office in charge Examinations	Coordinator	
3	Sri.K.V.Rao	Office Manager	Member	
4	Dr.Shaik Rafi	Director EDC	Member	
5	Dr S.Vijaya Vardhini	Director, R&D	Member	
6	Dr.P.Chiranjeevi	Director of Academics	Member	
7	Dr.P.Durga Bhavani	Coordinator Women Empowerment cell	Member	
8	Sri.P.Ramesh Babu	Placement Officer	Member	
9	Sri.K.Ramya	Vice-president Syncreon Technology	Member	
10	Dr.D.Dayakar Rao	HOD,ECE	Member	
11	Sri.D.Pavan Kumar	HOD,S&H	Member	
12	Sri.B.Praneeth	HOD, Mech	Member	
13	Dr.M.Thiyagarajan	HOD,CE	Member	
14	Sri.E.Sateesh	Assistant Professor CSE	Member	
15	Sri.D.Balaji	Assistant Professor S&H	Member	
16	Mrs.T.Suhasini	Assistant Professor EEE	Member	
17	Sri.K.Appa Rao	Librarian	Member	
18	Ms.B.Sirisha	Student/Alumni	Member	

IQAC Coordinator

IQAC Coordinator

Amrita Sai Institute of Science & Technology
Amrita Sai Nagar, Paritala -521180

Principal
PRINCIPAL

Amrita Sai Institute of Science and Technology
Amrita Sai Nagar, Paritala
Krishna Dist - 521 180

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www.amritasai.org.in, Phone: 0866 2428359.



Ref: ASIST/IQAC/2019/20

Date: 18/11/2020

CIRCULAR

The IQAC would like to remind to submit the Action Taken Report of the internal Academic Administrative Audit report which was conducted on 16th November 2020 for the A.Y 2019-20. Hence the HOD of CSE are requested to submit the same within a week to the IQAC.

IQAC Coordinator

Amrita Sai Institute of Science & Technology
Amrita Sai Nagar, Paritala -521180

Copy to:
The Chairman,
Principal's Office,
All the IQAC Members.

Principal

PRINCIPAL
Amrita Sai Institute of Science and Technology
Amrita Sai Nagar, Paritala
Krishna Dist. 521 180

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Ref: ASIST/IQAC/2019/20

Date: 02/12/2020

CIRCULAR

All the HODs and Staff members are requested to attend the meeting with Principal on 03/12/20 at 11 am in principal chamber to discuss about External audit for the academic year 2019-20.

AGENDA:

1. External Audit process and procedure for the Academic Year 2019-20.
2. Selection of external auditors.
3. Date of audit.

IQAC Coordinator
IQAC Coordinator

Amrita Sai Institute of Science & Technology
Amrita Sai Nagar, Paritala -521180

Copy to: The Chairperson

The Principal office

All the members of the IQAC.

Principal

PRINCIPAL
Amrita Sai Institute of Science and Technology
Amrita Sai Nagar, Paritala
Krishna Dist 521180

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Ref: ASIST/IQAC/2019/20

Date: 03/12/2020

ACADEMIC AND ADMINISTRATIVE EXTERNAL AUDIT.

Minutes of the meeting held on 3rd December, 2019-2020

At the outset Coordinator of IQAC welcomed Dr.M.Sasidhar, Chairman of the Committee, Hods, Senior Faculty and other members. The agenda points were taken up for discussion with the permission of the Chair.

The following points were discussed and deliberated upon in the meeting.

1. Chairperson discussed with the IQAC Coordinator, senior faculty and HODs about External Academic and Administrative Audit for the Academic Year 2019-20.
2. The committees have been constituted by IQAC to carry out the External audit of the Departments for the academic year 2019-2020 in the Month of December from 07/12/2020 to 09/12/2020.
3. Chairperson asking for the convenient date of the department the HOD'S proposed to finish within a week.
4. Principal suggested the HODs to prepare the departments for the Audit.

IQAC Coordinator Mr.Ch.Chinna Veeraiah garu thanked the Principal and HOD'S and staff for their active participation of the meeting.

iQAC Coordinator

Amrita Sai Institute of Science & Technology
Paritala - 521180

Copy to: The Chairperson
Principal Office File
All Members of IQAC, Staff, Notice board,
Exam Cell, Library.


Principal

PRINCIPAL

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Amrita Sai Nagar, Paritala
Krishna Dist - 521 180

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www.amritasai.org.in, Phone: 0866 2428399.



S.No.	Name	Designation	Designation in Committee	Signature
1	Dr.M.Sasidhar	Principal ,ASIST	Chairman	
2	Mr.Ch.Chinna Veeraiah	Office in charge Examinations	Coordinator	
3	Sri.K.V.Rao	Office Manager	Member	
4	Dr.Shaik Rafi	Director EDC	Member	
5	Dr S.Vijaya Vardhini	Director, R&D	Member	
6	Dr.P.Chiranjeevi	Director of Academics	Member	
7	Dr.P.Durga Bhavani	Coordinator Women Empowerment cell	Member	
8	Sri.P.Ramesh Babu	Placement Officer	Member	
9	Sri.K.Ramya	Vice-president Syncreon Technology	Member	
10	Dr.D.Dayakar Rao	HOD,ECE	Member	
11	Sri.D.Pavan Kumar	HOD,S&H	Member	
12	Sri.B.Praneeth	HOD, Mech	Member	
13	Dr.M.Thiyagarajan	HOD,CE	Member	
14	Sri.E.Sateesh	Assistant Professor CSE	Member	
15	Sri.D.Balaji	Assistant Professor S&H	Member	
16	Mrs.T.Suhasini	Assistant Professor EEE	Member	
17	Sri.K.AppaRao	Librarian	Member	
18	Ms.B.Sirisha	Student/Alumni	Member	

IQAC Coordinator
IQAC Coordinator

Amrita Sai Institute of Science & Technology
Amrita Sai Nagar, Paritala -521180

Principal

Amrita Sai Institute of Science and Technology
Amrita Sai Nagar, Paritala
Krishna Dist 521 180

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Ref: ASIST/ IQAC/2019/20

Date: 08-12-2020

CIRCULAR

The IQAC would like to remind the HOD's of all the Departments to submit the Action Taken Report of the External Academic Administrative Audit which was conducted in the month of December from 07/12/2020 to 09/12/2020 for the A.Y.2019-20. Hence the HODs are requested to submit the same within a week to the IQAC.

IQAC Coordinator

IQAC Coordinator

Amrita Sai Institute of Science & Technology
Amrita Sai Nagar, Paritala -521180

Copy to:
The Chairman,
Principal's Office,
All the IQAC Members.


Principal

PRINCIPAL
Amrita Sai Institute of Science and Technology
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Krishna Dist . - 521 180

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Ref: ASIST/IQAC/2021/22

Date: 12/09/2022

CIRCULAR

All the HODs and Staff members are requested to attend the meeting with Principal on 13/09/22 at 11 am in Principal chamber to discuss about External Audit for the academic year 2021-22.

AGENDA:

1. External Audit process and procedure for the Academic Year 2021-22.
2. Selection of external auditors.
3. Date of audit.


IQAC Coordinator

Amrita Sai Institute of Science & Technology
Amrita Sai Nagar, Paritala - 521180
Copy to: The Chairperson
The Principal office
All the members of the IQAC.


Principal

PRINCIPAL
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Krishna Dist - 521180

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Ref: ASIST/IQAC/2021/22

Date: 13/09/2022

ACADEMIC AND ADMINISTRATIVE EXTERNAL AUDIT.

Minutes of the meeting held on 13th September, 2021-2022

At the outset Coordinator of IQAC welcomed Dr.M.Sasidhar, Chairman of the Committee, Hods, Senior Faculty and other members. The agenda points were taken up for discussion with the permission of the Chair.

The following points were discussed and deliberated upon in the meeting.

1. Chairperson discussed with the IQAC Coordinator, senior faculty and HODs about External Academic and Administrative Audit for the Academic Year 2021-22.
2. The committees have been constituted by IQAC to carry out the External audit of the Departments for the academic year 2022-2023 in the Month of September from 17/09/2022 to 21/09/2022.
3. Chairperson asking for the convenient date of the department the HOD'S proposed to finish within a week.
4. Principal suggested the HODs to prepare the departments for the Audit.

IQAC Coordinator Dr.P.Chiranjeevi thanked the Principal and HOD'S and staff for their active participation of the meeting.


IQAC Coordinator
IQAC Coordinator

Amrita Sai Institute of Science & Technology
Amrita Sai Nagar, Paritala, 521180
Copy to: The Chairperson,
Principal Office File,
All Members of IQAC,
Staff, Notice board.


Principal
Principal

Amrita Sai Institute of Science and Technology
Amrita Sai Nagar, Paritala
Krishna Dist 521180

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www.amritasai.org.in, Phone: 0866 2428399.



The following are the IQAC Members:

S.No	Name	Designation	Designation in Committee	Signature
1	Dr.M.Sasidhar	Principal, ASIST	Chairman	
2	Dr.P.Chiranjeevi	Director of Academics	Coordinator	<i>P.Chiranjeevi</i>
3	Sri.K.V.Rao	Office Manager	Member	<i>K.V.Rao</i>
4	P.Venkateswara Rao	Director EDC	Member	<i>P.Venka</i>
5	Dr.Y.Jyotsna Sirisha Rani	Director, R&D	Member	<i>Y.J.S. Rani</i>
6	Sri.B.Rama Rao	HOD,ECE	Member	<i>B.Rao</i>
7	Sri.D.Pavan Kumar	HOD,S&H	Member	<i>D.Pavan</i>
8	Sri.B.Praneeth	HOD, Mech	Member	<i>B.P</i>
9	Dr.M.Thiyagarajan	HOD,CE	Member	<i>M.T</i>
10	Mrs.M.Prameela	Assistant Professor CSE	Member	<i>M.Prameela</i>
11	Sri.Sk.Jaffrullah	Assistant Professor S&H	Member	<i>S.K.Jaffrullah</i>
12	Sri.BTirumala Rao	Assistant Professor EEE	Member	<i>B.T. Rao</i>
13	Sri.B.Sai Rama Krishna	Assistant Professor Mech	Member	<i>B.Sai</i>
14	Mrs.T.Sudhasini	Coordinator Women Empowerment cell	Member	<i>T.Sudhasini</i>
15	Sri.G.Naresh	Vice-president Syncreon Technology	Member	<i>G.Naresh</i>
16	Sri.Ch.Chinna Veeraiah	Office in-charge Examinations	Member	<i>Ch</i>
17	Sri.P.Ramesh Babu	Placement Officer	Member	<i>P.Ramesh</i>
18	Sri.K.Appa Rao	Librarian	Member	<i>K.Appa</i>
19	Ms.Y.Kalyani	Student/Alumni	Member	<i>Y.Kalyani</i>

[Signature]
IQAC Coordinator
Amrita Sai Institute of Science & Technology
Amrita Sai Nagar, Paritala -521180

[Signature]
Principal
PRINCIPAL
Amrita Sai Institute of Science and Technology
Amrita Sai Nagar, Paritala
Krishna Dist 521180

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www.amritasai.org.in, Phone: 0866 2428399.



Ref: ASIST/IQAC/2021/22

Date: 21-09-2022

CIRCULAR

The IQAC would like to remind the HOD's of all the Departments to submit the Action Taken Report of the External Academic Administrative Audit which was conducted in the Month of September from 17/09/2022 to 21/09/2022 for the A.Y.2021-22. Hence the HOD's are requested to submit the same within a week to the IQAC.

IQAC Coordinator

IQAC Coordinator
Amrita Sai Institute of Science & Technology
Amrita Sai Nagar, Paritala - 521180

Copy to:
The Chairman,
Principal's Office,
All the IQAC Members.


Principal

PRINCIPAL
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Krishna Dist . - 521 180

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Ref: ASIST/ IQAC/CIR/2022/23

Date: 07/08/2023

CIRCULAR

All the HODs and members of IQAC are here by informed that there will be a meeting with principal on 8th August 2023 at 11.00 am in Principal chamber.

AGENDA:

1. Internal Audit for the Academic Year 2022-23.
2. Selection of dates
3. Deputation of staff for internal audit.

I would like to invite you all to attend the meeting and discuss upon the Agenda.


IQAC Coordinator

IQAC Coordinator

Amrita Sai Institute of Science & Technology
Amrita Sai Nagar, Paritala -521180

Copy to: The Chairman,

The Principal Office File,
All Members of the IQAC.


Principal

PRINCIPAL

Amrita Sai Institute of Science and Technology
Amrita Sai Nagar, Paritala
Krishna Dist 521180

AMRITA SAI INSTITUTE OF SCIENCE & TECHNOLOGY
(AUTONOMOUS)



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www.amritasai.org.in, Phone: 0866 2428399.



Ref: ASIST/IQAC/2022/23

Date: 08/08/2023

ACADEMIC AND ADMINISTRATIVE

INTERNAL AUDIT.

Minutes of the meeting held on 8th August, 2022-2023

At the outset Coordinator of IQAC welcomed Dr M.Sasidhar, Chairman of the committee, Hods, senior faculty and other members. The agenda points were taken up for discussion with the permission of the chair.

The following points were discussed and deliberated upon in the meeting.

1. The following committees have been constituted by IQAC to carry out the internal audit of the Departments for the academic year 2022-2023 in the Month of August from 16/08/2023 to 18/08/2023.
2. After discussion with IQAC Coordinator and HOD'S the Principal has finalized the below faculty to carry out their Assigned department Internal Audit.
3. All the HOD's were asked to depute the allotted faculty to carry out the duty.

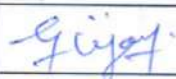

IQAC Coordinator Dr P.Chiranjeevi thanked the Principal and HODs and staff for their active participation of the meeting.

ALLOTTED FACULTY TO CARRY OUT THE INTERNAL AUDIT.



The committee that audits the Department of CSE.

Name	Designation	Department	Signature
Dr. Samiran Chatterjee	Professor	ECE	
Dr.D.DayakarRao	Professor	ECE	



The committee that audits the Department of ECE.

Name	Designation	Department	Signature
Dr.G.Vijay Kumar	Professor	CSE	
Dr.M.Srinivasulu	Professor	CSE	

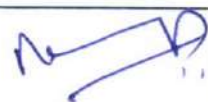
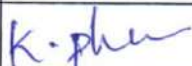
The committee that audits the Department of Civil

Name	Designation	Department	Signature
Mr.Abdul Firoz	Assistant Professor	MECH	
Mr.T.Gopala Rao	Assistant Professor	MECH	


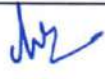
The committee that audits the Department of EEE.

Name	Designation	Department	Signature
Dr.G.Samba Siva Rao	Professor	CSE	
Mr.P.Ramesh Babu	Assistant Professor	CSE	


The committee that audits the Department of Mechanical.

Name	Designation	Department	Signature
Mr.B.Balaji	Assistant Professor	ECE	
Dr.K.Phani Srinivas	Professor	ECE	

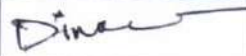

The committee that audits the Department of B & SH

Name	Designation	Department	Signature
Dr.D.Hema	Associate Professor	ECE	
Ch.Chinna Veeraiah	Assistant Professor	EEE	

The committee that audits the Department of Examination Cell.

Name	Designation	Department	Signature
Dr.T.Elango	Professor	MECH	
Dr.M.Thiyagarajan	Professor	CIVIL	M.TL

The committee that audits the Library.

Name	Designation	Department	Signature
Dr.R.Dinesh Kumar	Professor	ECE	
Dr. D.Pavan Kumar	Assistant Professor	S & H	


IQAC Coordinator
IQAC Coordinator
Amrita Sai Institute of Science & Technology
Amrita Sai Nagar, Paritala -521180


Principal
PRINCIPAL
Amrita Sai Institute of Science and Technology
Amrita Sai Nagar, Paritala
Krishna Dist 521 180

Copy to: The Chairperson
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Exam Cell, Library.

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www.amritasai.org.in, Phone: 0866 2428399.



S.No.	Name	Designation	Designation in Committee	Signature
1	Dr.M.Sasidhar	Principal, ASIST	Chairman	
2	Dr.P.Chiranjeevi	Director of Academics	Coordinator	
3	Sri.K.V.Rao	Office Manager	Member	
4	P.Venkateswara Rao	Director EDC	Member	
5	DrY.Jyotsna Sirisha Rani	Director, R&D	Member	
6	Sri.B.Rama Rao	HOD,ECE	Member	
7	Sri.D.Pavan Kumar	HOD,S&H	Member	
8	Sri.B.Praneeth	HOD, Mech	Member	
9	Dr.M.Thiyagarajan	HOD,CE	Member	
10	Mrs.M.Prameela	Assistant Professor CSE	Member	
11	Sri.Sk.Jaffrullah	Assistant Professor S&H	Member	
12	Sri.BTirumala Rao	Assistant Professor EEE	Member	
13	Sri.B.Sai Rama Krishna	Assistant Professor Mech	Member	
14	Mrs.T.Subhasini	Coordinator Women Empowerment cell	Member	
15	Sri.G.Naresh	Vice-president Syncreon Technology	Member	
16	Sri.Ch.Chinna Veeraiah	Office in-charge Examinations	Member	
17	Sri.P.Ramesh Babu	Placement Officer	Member	
18	Sri.K.Appa Rao	Librarian	Member	
19	Ms.Y.Kalyani	Student/Alumni	Member	

IQAC Coordinator

IQAC Coordinator

Amrita Sai Institute of Science & Technology
Amrita Sai Nagar, Paritala -521180

Principal
PRINCIPAL

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Ref: ASIST/IQAC/2022/23

Date: 19/08/2023

CIRCULAR

The IQAC would like to remind to submit the Action Taken Report of the internal Academic Administrative Audit report which was conducted on 18th August 2023 for the A.Y 2022-23. Hence the HOD of CSE is requested to submit the same within a week to the IQAC.

IQAC Coordinator

Amrita Sai Institute of Science & Technology
Amrita Sai Nagar, Paritala - 521180

Copy to:

The Chairman,
Principal's Office,
All the IQAC Members.

Principal

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Ref: ASIST/IQAC/CIR/2021/22

Date: 08/08/2022

CIRCULAR

All the HODs and members of IQAC are here by informed that there will be a meeting with principal on 9th August 2022 at 11.00 am in Principal chamber to discuss about the internal audit for the academic year 2021-22.

Proposed Agenda:

1. Internal Audit Format and Procedure for the Academic Year 2021-22.
2. Deputation of staff to Audit Internal Departments.
3. Proposed dates of submission.
4. Any other with permission of the Principal.

I would like to invite all the IQAC members, Hods and senior staff of the college to attend this meeting and deliberate upon the Agenda.


IQAC Coordinator

Amrita Sai Institute of Science & Technology
Amrita Sai Nagar, Paritala -521180

Copy to: The Chairperson,

The Principal Office File,
All Members of the IQAC.


Principal

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Amrita Sai Nagar, Paritala
Krishna Dist - 521180

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Ref: ASIST/IQAC/2021/22

Date: 09/08/2022

ACADEMIC AND ADMINISTRATIVE

INTERNAL AUDIT.

Minutes of the meeting held on 9th August, 2021-2022

At the outset Coordinator of IQAC welcomed Dr M.Sasidhar, Chairman of the committee, HODs, senior faculty and other members. The agenda points were taken up for discussion with the permission of the chair.

The following points were discussed and deliberated upon in the meeting.

1. As per the office order from the principal dated 8th August 2022, the following committees have been constituted by IQAC to carry out the internal audit of the departments for the Academic Year 2021-2022 in the Month of August 2022 from 10/08/2022 to 18/08/2022.
2. After discussion with IQAC Coordinator and HOD'S the Principal has finalized the below faculty to carry out their assigned department Internal Audit.
3. All the HOD's were asked to depute the allotted faculty to carry out the duty.


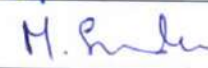
IQAC Coordinator Dr P.Chiranjeevi thanked the Principal and HOD'S and staff for their active participation of the meeting.

ALLOTTED FACULTY TO CARRY OUT THE INTERNAL AUDIT.



The committee that audits the Department of CSE.

Name	Designation	Department	Signature
Dr.V.Gajendra Kumar	Professor	ECE	
Dr.S.Sivalingam	Associate Professor	ECE	



The committee that audits the Department of ECE.

Name	Designation	Department	Signature
Dr.Chiranjeevi Paritala	Professor	CSE	
Dr.M.Sreedevi	Professor	CSE	

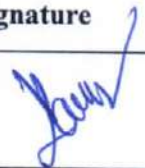

The committee that audits the Department of Civil

Name	Designation	Department	Signature
Ch.Chinna Veeraiah	Assistant Professor	EEE	
Mrs.T.Suhasini	Assistant Professor	EEE	


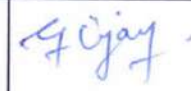
The committee that audits the Department of EEE.

Name	Designation	Department	Signature
Dr. M.Thiyagarajan	Professor	CIVIL	
B.Koteswara Rao	Assistant Professor	CIVIL	


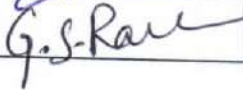
The committee that audits the Department of Mechanical.

Name	Designation	Department	Signature
P.Ramesh Babu	Assistant Professor	CSE	
K.Subhash Chandra	Assistant Professor	CSE	



The committee that audits the Department of B & SH

Name	Designation	Department	Signature
Dr A.Vijaya Lakshmi	Associate Professor	ECE	
Dr.G.Vijay Kumar	Associate Professor	CSE	


The committee that audits the Department of Examination Cell.

Name	Designation	Department	Signature
Dr. V. Ramesh Babu	Professor	ECE	
Dr. G. Samba Siva Rao	Professor	CSE	

The committee that audits the Department of Library.

Name	Designation	Department	Signature
Dr. S. Vijaya Vardini	Professor	S & H	
Dr. T. Elango	Professor	MECH	


IQAC Coordinator
IQAC Coordinator
Amrita Sai Institute of Science & Technology
Amrita Sai Nagar, Paritala -521180


Principal
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Copy to:

The Chairperson

Principal Office File

All Members of IQAC,

Exam Cell, Library, Staff, Notice board.

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CIRCULAR

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IQAC coordinator,
IQAC Coordinator

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Amrita Sai Nagar, Paritala -521180
Copy to:

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Principal's Office,
All the IQAC Members.

Principal

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DEPARTMENT OF ELECTRICAL & ELECTRONICS ENGINEERING

**7.2 Academic Audit and actions taken during the
period of Assessment**

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Types of audits conducted during the Academic Years 2019-20, 2021-22 & 2022-23:

S.No	Type of Audit	Academic Year
1	Internal Academic & Administrative Audit	2019-20
2	External Academic & Administrative Audit	2019-20
3	Internal Academic & Administrative Audit	2021-22
4	External Academic & Administrative Audit	2021-22
5	Internal Academic & Administrative Audit	2022-23



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DEPARTMENT OF ELECTRICAL & ELECTRONICS ENGINEERING

7.2 Academic Audit and actions taken during the period of Assessment

Academic Audit Report

INTERNAL AUDIT

ACADEMIC YEAR : 2019-2020

7.2 Academic Audit and actions taken thereof during the period of Assessment (10)

ACADEMIC AUDIT

The academic audit is a faculty driven model of self-reflection, collaboration, team work and peers feedback. It is based on reviews to improve quality in teaching learning and to enhance the success rate of the students.

Objectives of the IQAC cell

- To enhance the teaching and learning process and to ensure quality of technical education throughout the system
- To take care functionalities of technical education
- To motivate teachers to adopt and use of ICT in teaching, learning process
- To provide feedback mechanism used for assessing the performance of teachers by students and for curricular development

Functions of the Cell

- Development and application of quality benchmarks/parameters for the various academic and administrative activities of the Institute.
- Facilitating the creation of a learner-centric environment conducive for quality education and faculty maturation to adopt the required knowledge and technology for participatory teaching and learning process
- Arrangement for feedback responses from students, parents and other stakeholders on quality-related institutional processes
- Dissemination of information on the various quality parameters of higher education.
- Organization of inter and intra institutional workshops, seminars on quality related themes and promotion of quality circles.
- Documentation of the various programmes/activities of the Institute, leading to quality improvement.
- Acting as a nodal agency of the Institute for coordinating quality-related activities, including adoption and dissemination of good practices
- Development and maintenance of Institutional database through MIS for the purpose of maintaining /enhancing the institutional quality
- Development of Quality Culture in Institute
- Preparation of the Annual Quality Assurance Report (AQAR) of the Institute based on the quality parameters/assessment criteria developed by the relevant quality assurance body (like NAAC, NBA) in the prescribed format
- Bi-annual development of Quality Radars (QRs) and Ranking of Integral Units of Institute based on the AQAR

S.No	Audit Parameter	Frequency	Documents to be verified	Expected Outcome
1	Course File	Three times per Semester	Phase-I, Phase-II, Phase- III List Provided	Phase-I - Gaps to be identified Phase II – Remedial and Make up classes for Weak Students Phase III – Analyzation of Question paper Qualities
2	Syllabus Monitoring	Monthly Once	As per Instruction Plan in course File	Up to date
3	Faculty Development Programmes	Yearly Twice	Participation Certificates	Every Faculty should Participate
4	Faculty Development Programmes conducted	Yearly Twice	As per the year planner	To be Conducted
5	Guest lecturers & work shops	Yearly Twice	As per the year planner	To be Conducted
6	Audit on selection of electives courses	Yearly Twice	Students request forms for their interested electives	Minimum two Electives courses from the university curriculum are to be selected.
7	Review on up gradation of syllabus	Yearly once	University Syllabus books	To find the gaps if any in the curriculum and mapping with CO & PO

1. COURSE FILE AUDIT

Phase- I - One week before class work commencement

Phase-II - First Mid examinations Time

Phase-III - After II- Mid examinations

Members to Audit

Two members from other departments

IQAC members

Methodology

- The filled sheets of Phase-I, Phase-II, and Phase-III after verification in respective departments as per the schedule mentioned above will be return to the IQAC cell with in a week.
- The IQAC coordinator consolidates all the data of respective departments and with a consolidated report send to the HOD of respective departments for their verifications if any.
- After a thorough study of the IQAC Report the Head of the department with his Comments if any will be sent back to the IQAC cell.

- Then the IQAC coordinator with Final Audit report will be submitted to the principal for further actions if any

1. Month wise Syllabus coverage monitoring Audit Type – **Monthly**

- Internal Team with Three Members along with IQAC member
- Collected Data summarized in IQAC cell and the Audit report is to be sent to HOD
- The Head of the department will take necessary actions if any

2. Faculty Development Programmes (Attended) Audit Type – **Half -Yearly**

- Internal Team with HOD and IQAC member
- Collected Data summarized in IQAC cell and the Audit report is to be sent to HOD.
- The Head of the department will take necessary actions if any

3. Faculty Development Programmes (Conducted) Audit Type – **Half-Yearly**

- Internal Team with HOD and IQAC member
- Collected Data summarized in IQAC cell and the Audit report is to be sent to HOD.
- The Head of the department will take necessary actions if any

4. Guest Lectures & work shops Audit Type – **Half -Yearly**

- Internal Team with HOD and IQAC member
- Collected Data summarized in IQAC cell and the Audit report is to be sent to HOD.
- The Head of the department will take necessary actions if any

5. Selection of electives courses

Audit Type – Once in Semester

- Internal Team with HOD and IQAC member
- Collected Data summarized in IQAC cell and the Audit report is to be sent to HOD.
- The Head of the department will take necessary actions if any

6. Review on up gradation of syllabus Audit Type – **Yearly**

- Internal Team with HOD and IQAC member
- Collected Data summarized in IQAC cell and the Audit report is to be sent to HOD.
- The Head of the department will take necessary actions if any

- The Head of the department will take necessary actions if any

6. Selection of electives courses

Audit Type – Once in Semester

- Internal Team with HOD and IQAC member
- Collected Data summarized in IQAC cell and the Audit report is to be sent to HOD.
- The Head of the department will take necessary actions if any

7. Review on up gradation of

syllabus Audit Type – Yearly

- Internal Team with HOD and IQAC member
- Collected Data summarized in IQAC cell and the Audit report is to be sent to HOD.
- The Head of the department will take necessary actions if any

Action taken by the members:

- Faculty members incorporate changes suggested by the academic committee, if any gaps are found, to ensure quality deliverables.
- Faculty members must match the pace of their deliverables as per the student requirements as well as they have to schedule the lecture plans in such a way that the syllabus is completed on time. To achieve this, they can arrange extra lectures and cope-up the syllabus
- Remedial classes are scheduled in reference to academic progress of the student
- Faculty members attend FDP as required for the overall development of teaching skills in terms of communication, methods and technical
- The academic audit is carried out at the beginning of the semester as soon as the faculty members are ready with their course files.
- The academic observation is carried out considering two criteria – feedback from students (requested to the authorities) and randomized observation
- FDP for communication skill development and improving methods of teaching-learning are being carried out regularly by the learning and development department.
- Technical FDP, expert lectures, seminars etc. are being arranged by the individual departments at least once in a semester.

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Ref: ASIST/IQAC/2019/20

Date: 09/11/2020


CIRCULAR


All the HOD'S and members of IQAC are here by informed that there will be a meeting with principal on 10th November 2020 at 11.00 am in Principal chamber.

AGENDA:

1. Internal Audit for the Academic Year 2019-20.
2. Selection of dates
3. Deputation of staff for internal audit.

I would like to invite you all to attend the meeting and discuss upon the Agenda.


IQAC Coordinator


Principal

PRINCIPAL

Amrita Sai Institute of Science and Techno
Amrita Sai Nagar, Paritala
Krishna Dist - 521180

Copy to: The Chair Person

The Principal Office File

All Members of the IQAC.

AMRITA SAI INSTITUTE OF SCIENCE & TECHNOLOGY

(AUTONOMOUS)



Approved by AICTE, New Delhi, Permanently Affiliated to JNTUK, Kakinada, SBTET,

Recognized by UGC under 2(f) & 12(B) of 1956 Act.,

ISO 9001:2015 Certified Institution, Accredited by NAAC "A" Grade,

Paritala, Kanchikacherla, Krishna Dist, Andhra Pradesh- 521180.

www.amritasai.org.in, Phone: 0866 2428399.



S.No.	Name	Designation	Designation in Committee	Signature
1	Dr.M.Sasidhar	Principal .ASIST	Chairman	
2	Mr.Ch.Chinna Veeraiah	Office in charge Examinations	Coordinator	
3	Sri.K.V.Rao	Office Manager	Member	
4	Dr.Shaik Rafi	Director EDC	Member	
5	Dr S.Vijaya Vardhini	Director, R&D	Member	
6	Dr.P.Chiranjeevi	Director of Academics	Member	
7	Dr.P.Durga Bhavani	Coordinator Women Empowerment cell	Member	
8	Sri.P.Ramesh Babu	Placement Officer	Member	
9	Sri.K.Ramya	Vice-president Syncreon Technology	Member	
10	Dr.D.Dayakar Rao	HOD.ECE	Member	
11	Sri.D.Pavan Kumar	HOD,S&H	Member	
12	Sri.B.Praneeth	HOD, Mech	Member	
13	Dr.M.Thiyagarajan	HOD,CE	Member	
14	Sri.E.Sateesh	Assistant Professor CSE	Member	
15	Sri.D.Balaji	Assistant Professor S&H	Member	
16	Mrs.T.Suhasini	Assistant Professor EEE	Member	
17	Sri.K.AppaRao	Librarian	Member	
18	Ms.B.Sirisha	Student/Alumni	Member	

IQAC Coordinator

Principal IPAI

Amrita Sai Institute of Science and Technology
Amrita Sai Nagar, Paritala
Krishna Dist - 521180

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Ref: ASIST/ IQAC/2019/20

Date: 10/11/2020

ACADEMIC AND ADMINISTRATIVE INTERNAL AUDIT FOR A.Y.2019-20.

Minutes of the meeting held on 10th August, 2019-2020

At the outset Coordinator of IQAC welcomed Dr M.Sasidhar, Chairman of the committee, HODs, senior faculty and other members. The agenda points were taken up for discussion with the permission of the chair.

The following points were discussed and deliberated upon in the meeting.

1. As per the office order from the principal dated 9/11/2020, the following committees have been constituted by IQAC to carry out the internal audit of the departments for the Academic Year 2019-2020 in the Month of November 2020 from 11/11/2020 to 19/11/2020
2. After discussion with IQAC Coordinator and HOD'S the Principal has finalized the below faculty to carry out their Assigned department Internal Audit.
3. All the HODs were asked to depute the allotted faculty to carry out the duty. IQAC coordinator thanked the principal and the HOD'S for their cooperation .The meeting ended with a vote of thanks.

ALLOTTED FACULTY TO CARRY OUT THE INTERNAL AUDIT.

The committee that audits the Department of CSE.

Name	Designation	Department	Signature
Dr.B.Jaya Chandran	Professor	ECE	
Dr.K.Murali Babu	Professor	ECE	


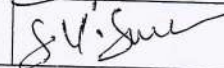
The committee that audits the Department of ECE.

Name	Designation	Department	Signature
Dr.G.Sambasiva Rao	Professor	CSE	
Dr.M.Pavan Kumar	Professor	CSE	

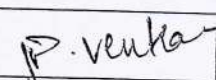
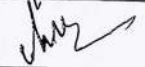
The committee that audits the Department of Civil

Name	Designation	Department	Signature
Dr.T.Elango	Professor	MECH	
Mr.B.Praneeth	Assistant Professor	MECH	

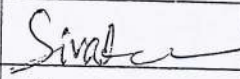
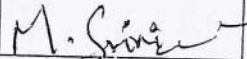
The committee that audits the Department of EEE.

Name	Designation	Department	Signature
Dr.V.Gajendra Kumar	Professor	ECE	
Dr.S.Vasantha Swaminatham	Professor	ECE	

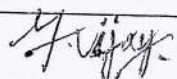
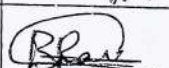
The committee that audits the Department of Mechanical.

Name	Designation	Department	Signature
Mr.P.Venkateswara Rao	Associate Professor	EEE	
Mr.Ch.Chinna Veeraiah	Assistant Professor	EEE	

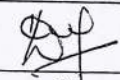

The committee that audits the Department of B & SH

Name	Designation	Department	Signature
Dr.S.Sivalingam	Professor	ECE	
Dr.M.Srinivasulu	Professor	CSE	


The committee that audits the Department of Examination Cell.

Name	Designation	Department	Signature
Dr.G.Vijay Kumar	Professor	CSE	
B.Rama Rao	Assistant Professor	ECE	

The committee that audits the Department of Library.

Name	Designation	Department	Signature
Dr.D.Dyayakarara Rao	Professor	ECE	
Dr.M.Sreedevi	Professor	CSE	


IQAC Coordinator


Principal
PRINCIPAL
Amrita Sai Institute of Science and Technology
Amrita Sai Nagar, Puttalad
Krishna Dist 521 187

Copy to: The Chairperson

Principal Office File

All Members of IQAC, Staff, Notice board, Exam Cell, Library.



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PROCEDURE AND FORMAT OF INTERNAL AUDIT

The activities are to be graded on the following scale

GOOD	Average	Satisfactory	Needs Improvement
A	B	C	D

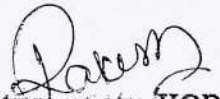
S.NO.	PETICULARS	AUDIT ORS INPUT	GRADE	AUDETORS REPORT
1	Implementation of academic calendar	YES	A	GOOD
2	Certification Programs	YES	A	GOOD
3	No. of students undertaking field Projects/ internship	YES	A	GOOD
4	Organization of industrial visits	YES	A	GOOD
5	Feedback collection from stakeholders	YES	A	GOOD
6	Maintenance of faculty student ratio in the department	1:15	A	GOOD
7	Procedure followed in the allotment of subjects to the faculty.	YES	A	GOOD
8	Course files maintained by the subject teachers and is updated periodically	YES	A	GOOD
9	Mentoring system	YES	A	GOOD
10	Student professional society chapter and association activities	YES	A	GOOD
11	Allotment of additional responsibilities to faculty	YES	A	GOOD
12	ICT techniques adopted in teaching and learning	YES	A	GOOD
13	Pass percentage of outgoing students		A	GOOD
14	Dissemination of PEOs, POs, PSOs, COs	YES	A	GOOD
15	No. of faculty participated in conferences and symposia	YES	A	GOOD

16	Organization of Guest lectures, Workshops, etc	YES	A	GOOD
17	Extension activities in the neighborhoods community in terms of impact and sensitizing students to social issues and holistic development	YES	A	GOOD
18	Adequate facilities for teaching learning, viz. class rooms, laboratories, computing equipment. etc	YES	A	GOOD
19	Number of students participating in extension activities	YES	A	GOOD
20	Established systems and procedures for maintaining and utilizing physical, academic and support facilities laboratory, library, sports complex, computers, classrooms etc.	YES	A	GOOD
21	Expenditure incurred on maintenance of physical facilities excluding salary component	YES	A	GOOD
22	Linkages with institutions/ industries for internship, on-the-job training, project work, sharing of research facilities etc.	YES	A	GOOD
23	Per day usage of library by teachers and students	YES	A	GOOD
24	Bandwidth of Internet	1000M BPS	A	GOOD
25	Management merit scholarships	..	A	GOOD
26	Skill Enhancement initiatives	YES	A	GOOD
27	Number of placements of outgoing students	YES	A	GOOD
28	Student qualified in competitive examinations	YES	A	GOOD
29	Students admitted in higher studies	YES	B	AVERAGE
30	Awards/medals for outstanding performance in sports, yoga/ cultural activities national/international level.		D	NEED TO IMPROVEMENT
31	Alumni association/chapters meetings conducted		D	NEED TO IMPROVEMENT
32	Organization of professional development programs	YES	A	GOOD
33	Teachers attending professional development programs	YES	A	GOOD
34	Effectiveness of various bodies/ cells/ committees is evident through minutes of meetings and implementation of their resolutions	YES	A	GOOD

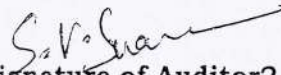
	internship, on-the-job training, project work, sharing of research facilities etc.			
23	Per day usage of library by teachers and students	350	A	GOOD
24	Bandwidth of Internet	1000MBPS	A	GOOD
25	Management merit scholarships	YES	A	GOOD
26	Skill Enhancement initiatives	YES	A	GOOD
27	Number of placements of outgoing students	YES	D	Need To Improvement
28	Student qualified in competitive examinations	YES	D	Need To Improvement
29	Students admitted in higher studies		D	Need To Improvement
30	Awards/medals for outstanding performance in sports, yoga/ cultural activities national/international level.		D	Need To Improvement
31	Alumni association/chapters meetings conducted		D	Need To Improvement
32	Organization of professional development programs		A	GOOD
33	Teachers attending professional development programs	YES	A	GOOD
34	Effectiveness of various bodies/ cells/ committees is evident through minutes of meetings and implementation of their resolutions	YES	A	GOOD


Suggestions:

1. Encourage the all the students admitted in higher studies.
2. Improve the placements in outgoing students.3.


Signature of the HOD


Signature of Auditor 1


Signature of Auditor 2


Signature of the Principal

PRINCIPAL
Amrita Sai Institute of Science and Technology
Amrita Sai Nagar, Paritala
Krishna Dist 521 140

Copy to: The Chairperson

The Principal Office File

All Members of the IQAC

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Paritala, Kanchikacharla, Krishna Dist, Andhra Pradesh- 521130
www.amritasa.org.in Phone: 0995 2428339

Ref: ASIST/IQAC/2019/20

Date: 18/11/2020

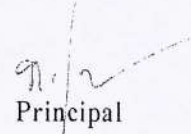
CIRCULAR

The IQAC would like to remind to submit the Action Taken Report of the internal Academic Administrative Audit report which was conducted on 16th November 2020 for the A.Y 2019-20. Hence the HOD of CSE are requested to submit the same within a week to the IQAC.



IQAC Coordinator

Copy to:
The Chairman,
Principal's Office,
All the IQAC Members.



Principal

PH.D., I.P.A.I
Amrita Sai Institute of Science and Technology
Amrita Sai Nagar, Paritala
Krishna Dist., 521130



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www.amritasai.edu.in, Phone: 0866 2428399.



Ref: CIR/EEE/2019/2020

Date. 14/11/2020

DEPARTMENT OF ELECTRICAL AND ELECTRONIC ENGINEERING

CIRCULAR

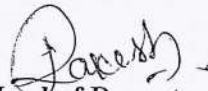
All the teaching and non-teaching of the department are here by informed that the Internal Audit team will inspect the department on 19th of november 2020. Hence all the staff are suggested to get ready to submit the documents as and when they ask.

The following staff members are allotted as internal auditors for the department of Electrical and Electronic Engineering.

The committee that audits the Department of EEE.

Name	Designation	Department
Dr. V.Gajendra Kumar	Professor	ECE
Dr.S. Vasantha Swaminathan	Professor	ECE

DAQIC Coordinator


Head of Department

Copy to: The teaching.

Non-teaching staff.



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Ref: ASIST/EEE/CIR/2019/20

Date: 20/11/2020

CIRCULAR

All staff members of the department are requested to attend the meeting on 20th of November 2020 at the department seminar hall at 1.00PM


Agenda:

Discussion on suggestions gives by Auditors (internal Academic Administrative Audit)

The flowing are the remarks /suggestions are identified by the Auditors.

AUDIT TYPE	AUDIT YEAR	SUGGESSTIONS
INTERNAL	2019-2020	Encourage the all the students admitted in higher studies.
INTERNAL	2019-2020	Improve the placements in outgoing students.3.
INTERNAL	2019-2020	Number of placements of outgoing students
INTERNAL	2019-2020	Student qualified in competitive examinations
INTERNAL	2019-2020	Students admitted in higher studies
INTERNAL	2019-2020	Awards/medals for outstanding performance in sports, yoga/ cultural activities national/international level.
INTERNAL	2019-2020	Alumni association/chapters meetings conducted

DAQIC coordinators


Head of the Department

Head of the Department
Electrical Engineering Department
Amrita SAI Institute of Science & Technology
Paritala (PO) Kanchikacherla, Krishna Dist, Andhra Pradesh- 521180



DEPARTMENT OF ELECTRICAL AND ELECTRONIC ENGINEERING

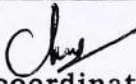
Date: 30/11/2020

Action Taken Report on internal Academic Administrative Audit Report for the A.Y 2019-20

As orders received from the IQIC department of EEE has successfully completed the internal academic audit on 16th November 2020.

After the audit the department conducted a meeting and discussed thoroughly about the suggestions given by the Auditors and took necessary steps to implement them.

S.No	AUDIT TYPE	AUDIT YEAR	SUGGESTION	ACTION TAKEN
1	Internal	2019-2020	Students Activities need to be improved	We have conducted workshops, seminars, Quiz and paper presentation in various topics
2	Internal	2019-2020	Industrial visits are required	We have facilitate for the students two industrial visits in every semester for developing industrial knowledge
3	Internal	2019-2020	Placements need to be improved	We have conducted seminars and training programme in various topics
4	Internal	2019-2020	All the students admitted in higher studies.	Encourage the all the students admitted in higher studies.
5	Internal	2019-2020	Placements need to be improved in outgoing students.	Improve the placements in outgoing students.
6	Internal	2019-2020	Outstanding performance in sports, yoga/ cultural activities national/international level need to be improved.	Awards/medals for outstanding performance in sports, yoga/ cultural activities national/international level
7	Internal	2019-2020	Alumni association/ chapters meetings conducted	Alumni meetings conducted


IQAC coordinator


Head of the Department

Copy to: The Chairperson
The Principal Office File
All Members of the IQAC

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Krishna Dist 521180



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DEPARTMENT OF ELECTRICAL & ELECTRONICS ENGINEERING

7.2 Academic Audit and actions taken during the period of Assessment

Academic Audit Report

EXTERNAL AUDIT

ACADEMIC YEAR : 2019-2020

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Ref: ASIST/IQAC/2019/20


Date: 02/12/2020

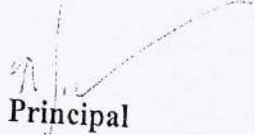
CIRCULAR

All the HODs and Staff members are requested to attend the meeting with Principal on 03/12/20 at 11 am in principal chamber to discuss about External audit for the academic year 2019-20.

AGENDA:

1. External Audit process and procedure for the Academic Year 2019-20.
2. Selection of external auditors.
3. Date of audit.


IQAC Coordinator


Principal

PRINCIPAL

Amrita Sai Institute of Science and Technology
Amrita Sai Nagar, Paritala
Krishna Dist - 521 180

Copy to: The Chairperson

The Principal office

All the members of the IQAC.



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Ref: NIT/IQAC/MOM-21/-2019/20

Date: 14/12/2020

PROCEDURE AND FORMAT OF EXTERNAL ACADEMIC AND ADMINISTRATIVE AUDIT REPORT

AY 2019-20

Date of Audit: on 22nd and 23rd Dec2020

Name and Designation of Audit Member-1: Dr.VSNL Lalitha, professor
EEE department, KLU

Name and Designation of Audit Member-2: Mrs.Dr. saradha, professor
EEE department, KLU

(The activities are to be graded on the following scale)

Excellent	Good	Satisfactory	Needs improvement
A	B	C	D

Details of Programmes in the college: A.Y: 2019- 2020

S.No	Name of the Programme	Sanctioned Strength	Actual Strength
UG			
1	B.Tech in Computer Science Engineering	120	108
	CSE(Data science)	60	53
	CSE(Big data analytics)	30	29
	CSE(Artificial intelligence and machine learning)	60	56
	CSE(IOT and Cyber security)	60	57
2	B.Tech in Electronics and Communication Engineering	180	163
3	B.Tech in Civil Engineering	30	13
4	B.Tech in Mechanical Engineering	60	17
5	B.Tech in Electrical and Electronic Engineering	60	26
UG Total		560	522
PG			
1	M.Tech (Computer Science and Engineering)	18	10
2	M.Tech (VLSI & Embedded Systems)	18	11
3	MBA	120	57
4	M.Tech (power Electronics)	18	4
5	MCA	60	25
6	M.Tech(Structure Engineering)	24	14
PG Total		258	121
UG and PG Total		918	643

1. Curricular Aspects				
S.No.	Item	HEIs i/p	Grade	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 the Institution	AR-20	A	<ol style="list-style-type: none"> 1. Stake holders feedback sent to university by NIT Assessment Committee. 2. JNTUK has revised the curriculum for the Academic year 2019-20 on the regular intervals by the recommendations of AICTE and APSHE. 3. NIT Assessment Committee has asked the Stakeholders to identify the gaps, those gaps have been analyzed and the same recommended to the University.
1.2	Percentage of new courses introduced of the total number of courses across all programs	NOT APPLIED	C	The College Academic Committee (CAC) recommended the new courses for the Academic Year 20201/22
1.3	Percentage of programs in which Choice Based Credit System (CBCS) /Elective course system has been implemented	100%	A	As per the university NIT implemented Elective Course System in all the programmes
1.4	Institution integrates cross cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum	100%	A	<ol style="list-style-type: none"> 1. JNTUK has included the Human values and Ethics and Environmental Science as part of curriculum for the programmes. 2. Through ICC Cell conducted programmes. 3. Conducted more programmes on all crosscutting issues.
1.5	Number of Value-added courses imparting transferable and life skills offered	85%	A	A large numbers of students were enrolled into value added courses.
1.6	Feedback on curriculum and other aspects from stake holders	YES	A	Being collected in regular intervals

2. Teaching-Learning and Evaluation

S.No	Item	HEIs i/p	Grade	Remarks
2.1	Demand Ratio (%of students admitted)	U.G: 522(75.85) P.G: 38(63)	B	U.G. Admissions is good. P.G. Admissions are to be improved
2.2	Number of full-time teachers	Professor-3 Associate Professors-1 Assistant Professors -27	A	
2.3	Number of students enrolled		A	Copy enclosed
2.4	Student –Full time teacher ratio	1:20	A	Copy enclosed
2.5	No. of permanent faculty With PhD	Doctorates 5	A	
2.6	Average teaching experience of full time teachers in years	85%	A	
2.7	Total No. of teaching days	126	A	University Calendar enclosed
2.8	Preparation and adherence to Academic Calendar and Teaching plans	YES	A	A copy enclosed
2.9	Innovative processes adopted in Teaching and Learning	YES	A	Following Out Come Based Education System
2.10	Teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources, MOODLES etc.	YES	A	All the class rooms are provided Wi-Fi connectivity and LCD Projectors.
2.11	Remedial Classes for slow learners and backlog students	GATE/GRE classes are conducted for advanced learners.	A	Very good initiative is taken towards slow learners and backlog students by providing extra inference
2.12	GATE Classes for Advanced Learners	YES	A	Class for Advanced Learners
2.13	Mentoring System	1:15	A	Individual attention is taken by the Mentor
2.14	Adequate facilities for teaching – learning, viz., classrooms, laboratories, computing equipment	YES	A	New teaching Methodologies have to be adopted All the Facilities are available

2.15	Advanced Research Centers	YES	A	IOT LAB,provided
2.16	Teachers attending professional development programs	70% Faculty attended the programmes	A	Encourage Assistant Professor to attend the FDP'S
2.17	Organization of Guest Lectures, Industrial Visits, Workshops, etc.	Yes, ALITE	A	More workshops conducted for teaching and non-teaching
2.18	Online Certification Programmers	70% the faculty completed the certificate courses from nation and international.	A	Swayam
2.19	Student Professional Society Chapter and Association Activities	YES	B	
2.20	No. of Students undertaking field projects /internships	YES	A	Recommended to all the students
2.21	Dissemination of PEOs, POs, PSOs, COs	YES	A	They are displayed in all the prominent places and locations.
2.22	Attainment of COs, POs, PSOs	YES	A	A systematic procedure has been followed in maintain the attainment.
2.23	Online student satisfaction survey	YES	A	In 2021 almost Students have participated in the survey.

3. Research and Innovation

S.No.	Item	HEIs i/p	Grade	Remarks
3.1	The institution has a well-defined policy for promotion of research	YES	A	Service rules are provided
3.2	The institution provides seed money to its teachers	YES	B	Encourage faculty to publish Journals. 3000 rupees have been provided for each publication
3.3	Teachers recognized as research guides	YES	B	Faculty are interested to guide the students and applied for permission, yet to be received from the university.
3.4	Sponsored research Projects and consultancy	YES	D	To be improved
3.5	Workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices	YES	D	To be improved
3.6	Research Publications	YES	A	Faculty is encouraged to publish papers in reputed journals.
3.7	No. of Faculty participated in conferences and symposia	Conferences: 3	B	Encouragement has been given to the faculty to present their papers in the symposiums and conferences.
3.8	Books and chapters in edited volumes / books published, and papers in national/international Conference-proceedings.	2	A	Faculty is asked to publish their papers in national and international journals.
3.9	Revenue generated from Consultancy	YES	C	To be improved
3.10	Linkages with institutions/industries for internship, on-the-job training, project work, sharing of research Facilities etc.	YES	A	Improved
3.11	Functional MoUs	YES	A	Need to increase MOUS

4. Central library Facility				
S.No.	Item	HEIs i/p	Grade	Remarks
4.1	Library is automated using Integrated Library Management System (ILMS)	YES	A	
4.2	Collection of rare books, manuscripts, special reports or any other knowledge resource for library enrichment	YES	A	NDLI Registered
4.3	Does the institution have the following: e - journals, e-Shodh Sindhu, Shodh ganga membership, e-books, Databases	YES	A	
4.4	Expenditure for purchase of books and journals	186179	A	
4.5	Availability of digital library with a provision for remote access on intranet	YES	A	15 Systems have remote access on internet.
4.6	Per day usage of library by teachers and students	350	A	

5. Examination Section				
S.No.	Item	HEIs i/p	Grade	Remarks
5.1	Number of days from the date of last semester-end/ year- end examination till the declaration of results	126	A	For the Academic Year 2020-21
5.2	Percentage of student complaints/grievances about evaluation against total number appeared in the examinations	1	A	Nil
5.3	Percentage of applications for revaluation leading to change in marks	1%	A	Good
5.5	Status of automation of Examination division along with approved Examination Manual	YES	A	Good
5.6	Pass percentage of outgoing students	62	A	

6.Amenities and Sports Facilities

S.No.	Item	HEIs i/p	Grade	Remarks
6.1	The institution has adequate facilities for sports, games (indoor, outdoor, gymnasium, yoga centre etc.) and cultural activities	YES	A	
6.2	Awards/medals for outstanding performance in sports, Yoga /cultural activities at national/international level	YES	A	No event was attended because of Covid-19
6.3	Number of sports, Yoga and cultural activities/competitions organized the institution level.	7	A	No event was attended because of Covid-19

7.Internet Connectivity

S.No.	Item	HEIs i/p	Grade	Remarks
7.1	Institution frequently updates its IT facilities including Wi-Fi	YES	A	
7.2	Student-Computer ratio	1:4	A	Adequate numbers of computers have been facilitated in all the computer labs.
7.3	Available bandwidth of internet connection in the Institution	1000MBPS	A	
7.4	Facilities for e-content development such as Media centre, recording facility, Lecture Capturing System(LCS)	YES	A	

8.Placements and Higher Education

S.No	Item	HEIs i/p	Grade	Remarks
8.1	Capability enhancement and development schemes	YES	A	
8.2	No of students benefited by guidance for competitive examinations and career counseling Offered by the institution	2	A	
8.3	Number of placements of outgoing students	37	A	Placed in MNC'S ,IT &Core companies
8.4	Students Qualified in Competitive Examinations	2	B	Need to be improved

9.Alumni Engagement				
S.No.	Item	HEIs i/p	Grade	Remarks
9.1	The Alumni Association /Chapters	YES	A	NIT Alumni Association
9.2	Alumni contributions	YES		Registered
9.3	Alumni Association / Chapters meetings Conducted	YES	A	Not conducted due to Covid-19

10.Social service and Extension activities				
S.No.	Item	HEIs i/p	Grade	Remarks
10.1	Initiatives taken to engage with and contribute to local community	YES	A	NSS Unit is involved and adopted a village and conducted more programmes.
10.2	No. of Activities conducted for promotion of universal values(Truth, Righteous conduct, Love, Non-Violence and peace);national values, human values, national social cohesion as well as for observance of fundamental duties integration And communal harmony	YES	A	Activities conducted on Independence days. Republic Day.
10.3	Extension activities in the neighborhood community in terms of impact and sensitizing students to social issues and holistic development	YES	A	
10.4	Awards and recognition received for extension activities	YES	A	Recognized as Government Founded Unit
10.5	Extension and outreach programs conducted in collaboration Government Organizations, Non-Government Organizations	YES	A	Mega covid-19 tests were conducted. Mega vaccination camp was organized
10.6	Number of students participating in extension activities	107	A	--
10.7	Village adaptation	YES	A	Gani athakur
10.8	NCC(Awards)	YES	A	Government Founded Unit

11. Administrative Procedures

S.No	Item	HEIS Input	Grade	Remarks
11.1	Budget allocation, excluding salary for infrastructure augmentation	19040000	A	
11.2	Expenditure incurred on maintenance of physical facilities and academic Support facilities excluding Salary component	1500000	A	
11.3	Established systems and procedures for maintaining and utilizing physical, academic and support facilities -laboratory, library, sports complex, computers, Classrooms etc.	YES	A	Fully equipped with need tool.
11.4	Students benefited by scholarships and free ships provided by the Government.	YES	A	Students are benefited by A.P. Government Fees Reimbursement Scheme & Central Gov't fees.
11.5	Students benefited by scholarships, free ships, etc. provided by the institution besides government schemes	YES	A	Meritorious students are given Cash Prizes
11.6	Support to differently abled students	YES	A	
11.7	Transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases	YES	A	Ragging Free Campus.
11.8	Presence of an active Student Council & representation of students on academic & administrative bodies/committees	YES	B	Average
11.9	Professional development /administrative training programs organized by the Institution for teaching and non- teaching staff	YES	A	FDP'S OBE'S were conducted.

12.Governance, Leadership and Management				
S.No.	Item	HEIs Input	Grade	Remarks
12.1	Governance of the institution is reflective of an effective leadership in tune with the vision and mission of the Institution	YES	A	Governing Body meetings are conducted Twice in a year to ensure Institute activities.
12.2	Decentralization and participative management	YES	A	Proactive and participative Management is in place. Administrative hierarchy is ensured by governing Body.
12.3	Perspective/Strategic plan and deployment documents	Selective agenda items of strategic plan are discussed in governing body meeting and decisions are circulated to all the departments.	A	
12.4	Organizational structure of the Institution including governing body, administrative setup, and functions of various bodies, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism	YES	A	Service Rules Book is Provided.
12.5	Implementation of e-governance in areas of operation	All	A	
	1. Administration	YES		
	2. Finance and Accounts	YES		
	3. Student Admission and Support	YES		
	4. Examination	YES		
12.6	Effectiveness of various bodies/ cells/ committees is evident through minutes of meetings and Implementation of the irresolution	YES	A	
12.7	Welfare measures for teaching and non-teaching staff	YES	A	EPF facility, Health Insurance, Concessional Transport, Free medical facility is provided.
12.8	Performance Appraisal System for teaching and non-teaching staff	YES	A	Every year it is maintained
12.9	Institutional strategies for mobilization and understand the optimal utilization of resources	YES	A	
12.10	Teachers provided with			T.A &D.A is given for

	financial support to attend conferences/workshops and towards membership fee of professional bodies	YES	A	attending the workshops, fees also paid for memberships.
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13. Best Practices of the Institution				
S.No.	Item	HEIs Input	Grade	Remarks
13.1	Number of gender equity promotion programs organized by the institution	YES	A	Good
13.2	Power requirement of the Institution met by their new able Energy sources	YES	A	Solar system established.
13.3	Percentage of lighting power requirements met through LED bulbs	92%	A	
13.4	Waste Management steps	YES	B	Good
13.5	Rain water harvesting structures and utilization in the campus	YES	A	Bunds constructed
13.6	Green Practices	YES	B	
13.7	Expenditure on green initiatives and waste management (Excluding salary component)	YES	A	Good
13.8	Initiatives to address location al advantages and disadvantages	YES	A	Signboards are arranged
13.9	Code of conduct handbook exists for students, teachers, governing body, administration including Principal/Officials and support staff	YES	B	Average
13.10	Display of core values in the institution and on its website	YES	A	Displayed at all the places
13.11	Activities to increase consciousness about nation identities and symbols; Fundamental Duties and Rights o f Indian citizens obligations and other constitutional obligations	YES	A	Nation and international days are celebrated
13.12	Functioning is as per professional code of prescribed / suggested by statutory bodies / regulatory authorities for different Professions.	YES	A	
13.13	Organizes national festivals and birth/death	YES	A	Followed

	anniversaries of the Great Indian personalities.			
13.14	Transparency in its financial, academic, administrative and Auxiliary functions	YES	A	
13.15	1. Value addition by certification programs as well as technology training is focused through Skill Development Centre (APSSDC, IITB RC, NPTEL, Spoken tutorial, Swayam Prabha).	YES	A	
	2. Student participation in Innovation, Incubation and Entrepreneurship activities through CIIE.	YES	A	
	3. Departmental initiative for placements in core domain in other than central Training and Placement cell.	YES	A	
	4. Alumni involvement in placement drive.	YES	A	
	5. The course coordinator system has been continued.	YES	A	
	6. Conduct of subject based Seminars and workshops have been continued. Involvement of students in various committees has been increased.	YES	A	
	7. The practice of conducting Guest lectures, Industrial visits and Industrial training has been enhanced.	YES	A	
	8. The functioning of Research groups to promote better quality research and publications has been strengthened.	YES	A	
	9. More Practical orientation is supported through Mini-projects, Technical seminars.			
	10. Industry Internships made mandatory for all students	YES	A	
	11. Program electives, Open electives and Mandatory courses as well as MOOCs are incorporated.	YES		
	12. Continuous inputs from all stakeholders like Alumni, Academicians and Industry experts are taken to improve the curriculum on regular basis.	YES	A	
	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	YES	A	
	14. Additional Training on communication skills and soft skills is further increased.	YES	A	
	15. Research aptitude among the students is inculcated through project implementations.	YES	A	
	16. An Advisory Committee has been formulated for every department with suitable external members.	YES	A	

17. A regular monitoring of Academic growth is taken care by the College Advisory Board(CAB)	YES	A
18. Improved Membership in various professional bodies like IEEE, CSI, ISTE, IE, IETE, ISHRE	YES	A
19. Institute has signed some MOUs and established Tie ups/collaborations with reputed organizations and institutions	YES	A
20. Improved class room facilities with ICT tools.	YES	A
21. Participation of students in Sports, Games at National and International level NSS activities.	YES	A


14. IQAC				
S.No.	Item	HEIs Input	Grade	Remarks
14.1	Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance Strategies and processes	YES	A	
14.2	The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC Set up as per norms	YES	A	Follows the University structure.
14.3	Quality initiatives by IQAC for promoting quality culture	YES	A	Has to be improved in coming years.

Suggestions for improvement:

1. Improve the functional MOU'S
2. Sponsored research projects and consultancy system should be improved.
3. Encourage the Students Qualified in Competitive Examinations.



Signature of AAA Member 1



Signature of AAA Member 2

Address:

Address:



**AMRITA SAI INSTITUTE OF SCIENCE & TECHNOLOGY
(AUTONOMOUS)**

Approved by AICTE, New Delhi, Permanently Affiliated to JNTUK, Kakinada,
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www.amritasai.edu.in, Phone: 0866 2428399.



DEPARTMENT OF ELECTRICAL AND ELECTRONIC ENGINEERING

Ref: CIR/EEE/2019/2020

Date.:5/12/2020

CIRCULAR

All the teaching and non-teaching of the department are here by informed that the External Audit team will inspect the department to audit for the Academic year 2021-22 on 7th December 2020. Hence all the staff are suggested to get ready to submit the documents as and when they ask.

The following staff members are allotted as external auditors for the department of Electrical and Electronic Engineering.

The committee that audits the Department of EEE.

Name	Designation	Department
DR.VSNL Lalitha	Professor	EEE
Dr.Saradha	Professor	EEE

DAQIC Coordinator

**Copy to: The teaching Staff
Non-teaching Staff**

Head of the department

HEAD OF DEPARTMENT
Electrical and Electronic Engineering
Paritala, Kanchikacherla, Krishna Dist, Andhra Pradesh- 521180.
www.amritasai.edu.in, Phone: 0866 2428399.



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DEPARTMENT OF ELECTRICAL AND ELECTRONIC ENGINEERING

Date: 14/12/20

Action Taken Report on External Academic Administrative Audit Report for the A.Y 2019-20

As orders received from the IQIC department of EEE has successfully completed the external academic audit on 7th Dec2020. After the audit the department conducted a meeting and discussed thoroughly about the suggestions given by the Auditors and took necessary steps to implement them.

Action Taken Report on the made by the Auditors.

S.No	AUDIT TYPE	AUDIT YEAR	SUGGESTION	ACTION TAKEN
1	External	2019-2020	Student Extinction activities need to be improved	We have conducted Extinction Activities
2	External	2019-2020	Student activities need to be improved	1. We have conducted workshops and seminar of various topics 2. students won in the competition of paper presentation
3	External	2019-2020	Students placements need to be improved	1. We have conducted training program on aptitude training and communication skills 2. We have conducted Technical quiz and sports
4	External	2019-2020	Improve the functional MOU'S	We have improved the functional MOU'S
5	External	2019-2020	Sponsored research projects and consultancy system should be improved	We have sponsored the research projects and consultancy system
6	External	2019-2020	Encourage the Students Qualified in Competitive Examinations	Encouraged the students to qualified in competitive exams

IQIC coordinator

HOD

PRINCIPAL

Amrita Sai Institute of Science and Technology
Amrita Sai Nagar, Paritala
Krishna Dist 521180

Copy to: The Chairperson
The Principal Office File
All Members of the IQAC