

Proceeding of the Academic Audit of the academic year 2014-15 of the various Academic Departments of B.C.E.T Gurdaspur

As per the office order no. BCET/1592-1594 dated 11/5/2015, the committee for the academic audit of the of the various academic departments was constituted. The committee prepared the proforma for the audit of various department. The proforma was based on the academic activities of the department like Faculty profile, admission statement, students strength, infrastructure and laboratory details, seminar/ workshops/FDP organized by the department, publications by the faculty, research grants received and the various records maintained by the department . The details of students intake quality as well as their outcome was also evaluated by the team.

The committee visited the various departments on 28/7/2015 and 29/7/2015 and verified the various information provided by the departments on the prescribed proforma, **by taking some sample cases**. The observations are listed as below:

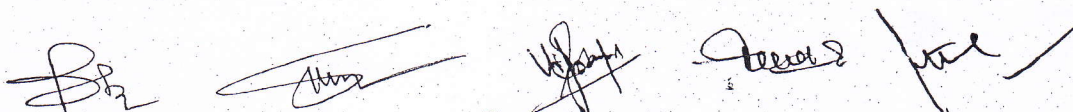
1. Department of Electronics and Communications Engineering:

Observations: The department has well qualified faculty and rich infrastructure. The publications of faculty and academic performance of students was found to be satisfactory. However, the department should enhance the academic activities like seminar/symposium/workshops/FDP etc . It has been observed that the admission intake of the students in ECE is reduced which needs to be taken care by the department.

2. Department of Applied science and Humanities:

Observations: The department has well qualified faculty and rich infrastructure along with good publications. It has been observed that the actual admissions in M.Sc. (Applied Physics) is quite low against the sanctioned strengths. The committee observed that in some cases the maintenance of student records including evaluation was not proper and the department was asked to ensure that all the faculty members must maintain proper records.

The committee also discussed the poor transition rate of the 1st year students in the subjects related with the department of applied science and was asked to submit a suitable strategy to overcome this problem. Accordingly, the department submitted their proposal for the same which is enclosed vide Annexure-8.



3. **Department of Chemical Engineering:**

Observations: The department has well qualified faculty and rich infrastructure. The publications of faculty and academic performance of students was found to be satisfactory. However, the department needs to enhance the academic activities like seminar/symposium/workshops/FDP etc .

4. **Department of Bio-Technology:**

Observations: The department has well qualified faculty and rich infrastructure. It has been observed that the faculty of department is under loaded and hence they should contribute more in research and other various academic activities of the department. It is suggested that the interdisciplinary common subject like Human values being offered in various departments may be assigned to the faculty of Bio-technology, so as to justify their load.

5. **Department of Computer Science & Engineering:**

Observations: The department has well qualified faculty. However, the computer systems in the labs are of old configurations which need to be upgraded. The department needs to enhance the academic activities like seminar/symposium/workshops/FDP etc .

6. **Department of IT:**

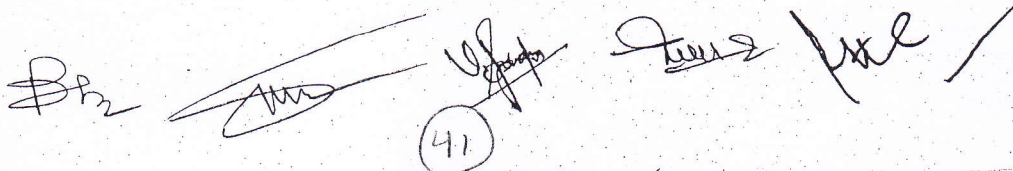
Observations: The department has well qualified faculty with adequate infrastructure. However, the department needs to enhance the academic activities like seminar/symposium/workshops/FDP etc .

7. **Department of Mechanical Engineering:**

Observations: The department has well qualified faculty and rich infrastructure. The publications of faculty and academic performance of students was found to be satisfactory. The department is continuously organizing seminars/workshops/symposiums/FDP.

In additions to the above observations, there are some common observations in all the departments which are as follows:

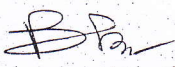
1. From the sample cases of the academic records of the various departments, it has been observed that there has been some discrepancies in the award of sessionals and detention criteria adopted and hence norms for the bifurcation of internal marks of the sessionals needs to be applied uniformly in all the department. It has been observed that the 'moderation' of internal marks is non uniform in various subjects.

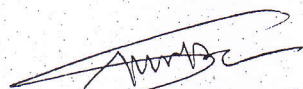



The committee is of the opinion that the guidelines for the moderation of internal marks, if any, needs to be circulated in all the departments so that the same could be applied uniformly.

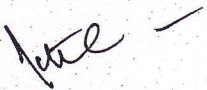
2. It has been observed that minimum number of lectures/tutorials periods held in the semester in some cases is even less than 10 weeks. It is suggested that all the departments must ensure that the minimum number of classes must be held in every subject as per norms approved in the academic council/ academic calendar.
3. It has been observed that all the departments are lacking of research grants which need to be taken care.
4. The placement scenario in all the departments is poor and needs to be taken care urgently.
5. The intake quality of the students is continuously deteriorating which is affecting the transition rate, placement, and student's success rate in competitive exams like GATE/GMAT/GRE etc.
6. All the departments were suggested to prepare a plan for the academic activities of the department for the year 2015-16 and display it in their office.
7. It has been observed that the students qualifying the national examinations like GATE are in few numbers. The departments were asked to formulate the plan to enhance the success rate for such kind of exams.

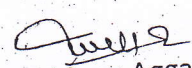
Enclosure: Proforma of various Departments (Annexure 1-7), Annexure-8

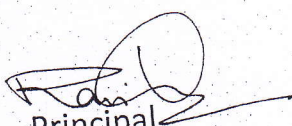

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