Srishyla Educational Trust (R), Bheemasamudra.
**GM INSTITUTE OF TECHNOLOGY**
Affiliated to Visvesvaraya Technological University, Belagavi, Approved by AICTE, New Delhi
and Government of Karnataka, Post Box No. 4, P. B. Road, Davangere – 577 006 KARNATAKA, INDIA
Ph: 08192 - 233345 / 233377 / 252777 / 252560 Fax: 08192 – 233344
Website: www.gmit.ac.in E-mail: info@gmit.ac.in, principal@gmit.ac.in

**Name of the Program:- ECE/CSE/ISE/ME/CV/BT/MBA** Date: 02/12/21

**Program Administration Audit Form**

| Sl. No. | Description | Remarks |
|---|---|---|
| 1 | Display of department details in HoD chamber:<br>• Vision and Mission statement<br>• Programs offered and their approved intake<br>• Department organization chart<br>• Updated faculty, technical staff, and office bearers list<br>• Details of funds/grants/projects, etc<br>• Department committees and their coordinator<br>• Student strength semester wise (male, female student strength and total)<br>• Classroom details with facilities provided | <br>✓<br>✓<br>✓<br>✓<br>✓<br>✓<br>✓<br>✓ |
| 2 | Department website (Vision and Mission statement, Program wise POs, PEOs and PSOs, Updated achievements of faculty, technical staff, and student, Expert talk, Field visits, MoUs, details of funds/grants/consultancy, etc) | Not updated |
| 3 | Department faculty meeting minutes and their compliance | ✓ |
| 4 | Details of dept. committee and their responsibilities | ✓ |
| 5 | Records of the meetings related to conduction of department level activities/events | ✓ |
| 6 | Professional clubs/societies activity details | ✓ |
| 7. | General Record/File maintenance | ✓ |
| 8. | Housekeeping of the faculty cabins, classrooms, and laboratories | ✓ |

Any other suggestions/comments/observations ----

* Faculty List to be updated in website.
* Revised PSO's are not displayed/ also in website

Name and signature of the auditor: TS KS VARUN TS Varun 2/12/21

Name and signature of the program head:

Dept. of Co... ...nce & Engg
GM Institute of Technology
DAVANGERE - 577 006

NBA Chief Coordinator
NBA Chief Co-ordinator
GMIT, Davangere-06

Director IQAC
Dr. Praveen J
IQAC Director
GM Institute of Technology
Davangere - 577 006.

Principal

Srishyla Educational Trust (R), Bheemasamudra

# GM INSTITUTE OF TECHNOLOGY, DAVANGERE

Affiliated to VTU Belagavi, Approved by AICTE, New Delhi, Accredited by NBA New Delhi, & Govt. of Karnataka, Post Box No.4, P B Road, Davangere-577006.

## Documents Verified in Course File for Program Academic Audit

**Program Name:** E&CE/CS&E/ME/BT/CV ✓

**Academic Year:** 2021-22

**Season:** Odd/Even ✓

**Course Name with Code:** ATC 18CS54

**Sem.:** 5th

| Sl. No. | Content | Check List |
|---|---|---|
| 1 | Institute - Vision and Mission | ☑ |
| 2 | Dept. - Vision, Mission, PEOs , PSOs & POs | ☑ |
| 3 | Calendar of Events | |
| | University | ☑ |
| | Institute | ☑ |
| | Program | ☑ |
| 4 | Time Table | ☑ |
| 5 | Individual Time Table / Workload | ☑ |
| 6 | Course Syllabus | ☑ |
| 7 | Course lesson plan | ☑ |
| 8 | Course objectives and Course Outcomes | ☑ |
| 9 | Course Outcomes - Program Outcome Matrix with justification | ☑ |
| 10 | Students attendance | ☑ |
| 11 | IA question papers & Scheme of evaluation | ☑ |
| 12 | IA Analysis, Identifying Slow learners/Bright students, Remedial Classes | ☑ |
| 13 | Course feedback / Faculty feedback | ☑ |
| 14 | Library books / NPTEL / Web resource/MOOCs, etc, Usage | ☐ |
| 15 | Co-curricular/ Beyond syllabus activities, etc, report | ☑ |
| 16 | Resource Material - Notes / Presentations | ☑ |
| 17 | VTU Question Papers | ☐ |
| 18 | Result analysis of previous semester with CO-PO, CO-PSO attainment sheet | ☐ |

***Random verification of IA marks on Blue books with IA marks sheet submitted to VTU: Correct/Incorrect***

**Remarks (if & any):**
* L.P. is in ERP please take the hard copy.
* All the documents are well maintained & furnished

27/11/21
[TSK VARUN]

30/11/21

**NBA Chief Coordinator:** GMIT, Davangere-577006.

**Chairperson IQAC:**

Pls. attend NC's immediately.

**Dean Academic:** 29/11

**Chief Coordinator:**

Srishyla Educational Trust (R), Bheemasamudra

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## Documents Verified in Course File for Program Academic Audit

**Program Name: E&CE/CS&E/ME/BT/CV**

**Academic Year:** 2020-21 **Season: Odd/Even**

**Course Name with Code:** 18CS641 **Sem.:** 6th

| Sl. No. | Content | Check List |
|---|---|---|
| 1 | Institute - Vision and Mission | ☑ |
| 2 | Dept. - Vision, Mission, PEOs , PSOs & POs | ☑ |
| 3 | Calendar of Events | |
| | University | ☑ |
| | Institute | ☑ |
| | Program | ☑ |
| 4 | Time Table | ☑ |
| 5 | Individual Time Table / Workload | ☑ |
| 6 | Course Syllabus | ☑ |
| 7 | Course lesson plan | ☑ |
| 8 | Course objectives and Course Outcomes | ☑ |
| 9 | Course Outcomes - Program Outcome Matrix with justification | ☑ |
| 10 | Students attendance | ☑ |
| 11 | IA question papers & Scheme of evaluation | ☑ |
| 12 | IA Analysis, Identifying Slow learners/Bright students, Remedial Classes | ☑ |
| 13 | Course feedback / Faculty feedback | ☑ |
| 14 | Library books / NPTEL / Web resource/MOOCs, etc, Usage | ☑ |
| 15 | Co-curricular/ Beyond syllabus activities, etc, report | ☑ |
| 16 | Resource Material - Notes / Presentations | ☑ |
| 17 | VTU Question Papers | ☑ |
| 18 | Result analysis of previous semester with CO-PO, CO-PSO attainment sheet | ☑ |

***Random verification of IA marks on Blue books with IA marks sheet submitted to VTU: Correct/Incorrect***

Remarks (if & any):

* L.P. is in ERP please maintain a hard copy
* All documents are well maintained & presented so I would request the departments to continue the same.

NBA Chief Coordinator: 27/11/21

Chairperson IQAC: 27/11/21

APPROVED by IQAC GMIT

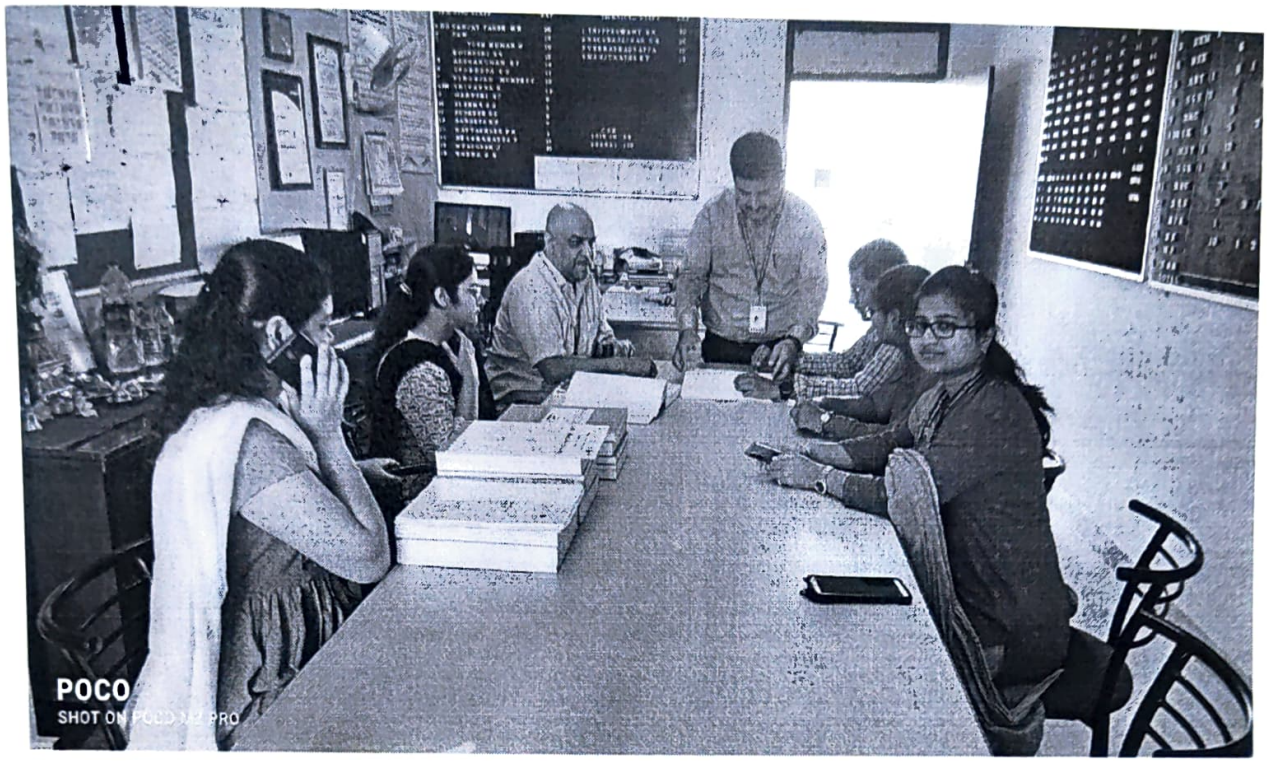
Dean Academic: [B K VARUN] A.P. Dept of Civil GMIT

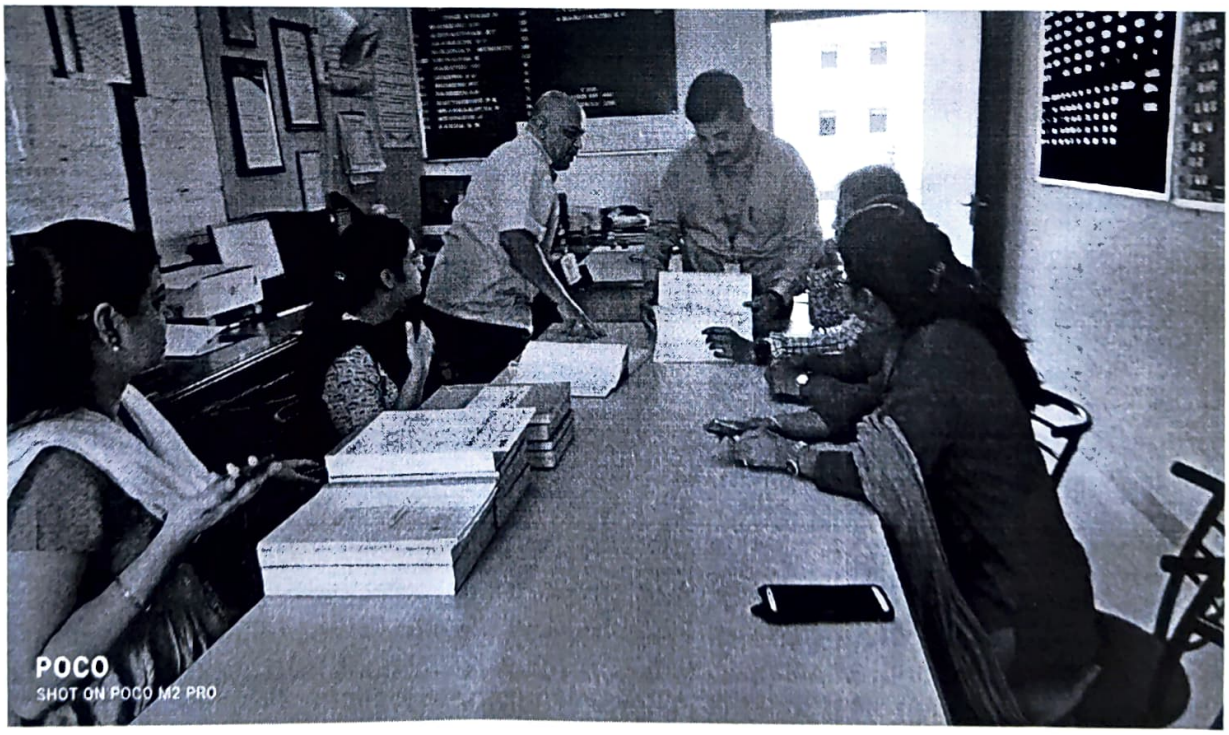
Chief Coordinator:

Dr. Sunil Kumar B.S.
DEAN ACADEMICS
G.M. Institute Of Technology
DAVANGERE-577006.

27/11/21
NBA Chief Co-ordinator
GMIT, Davangere-06.

PRINCIPAL
GM Institute of Technology
Davangere - 577006.




**Mr. Varun B K, Assistant Professor in Civil Department is verifying all the NBA documents of CSE Department**

**Mr. Varun B K, Assistant Professor in Civil Department is verifying all the NBA documents of CSE Department**

## Suggestion given by internal auditor:

1. Lesson plan should be in hard copies to be maintained in the course file (Earlier it was maintained in GMIT - ERP
2. List of faculties to be updated in website

## Action Taken

1. The program coordinator and all the staff members of programme has conducted the meeting and made a resolution that is from now onwards the lesson plan should be taken in the hard copies and to be maintained in the course file.
2. The website coordinator has informed to update the list of faculty in the website

S M. Mahendrakar
NBA Coordinator

Programme Coordinator

Head of the Department
Dept. of Computer Science & Engg
GM Institute of Technology
DAVANGERE - 577 006