

Haldia Institute of Technology



Academic Audit Report 2021-22
of
Department of Electrical Engineering

Internal Audit Committee

Sl. No.	Name	Designation	Responsibility
1	Prof. (Dr.) Dilip Dey	Professor and Head	Chairman
2	Prof. (Dr.) Palash Pal	Professor	Member
3	Dr. Santigopal Pain	Associate Professor	Member
4	Dr. Sandip Kumar Ojha	Assistant Professor	Member
5	Mr. Goutam Das	Assistant Professor	Member
6	Dr. Pratyay Konar	Associate Professor	Convener

ACADEMIC AUDIT CERTIFICATE

(Internal Audit)

This to certify that an Academic Audit for Electrical Engineering Department of Haldia Institute of Technology Haldia (HIT), ICARE Complex, Hatiberia, Haldia, Dist.: Purba-Medinipur, W.B., Pin: 721657 has been conducted in July 2021 to June 2022 to assess the performance of academic activity of the department.

Place: HIT, Haldia

Date: 16 September, 2022



Dr. Dilip Dey
Chairman



Dr. Pratyay Konar
Convener

Criterion and Suggestions				
CRITERION 1: CURRICULUM				
Sl. No.	Items	Verification Yes / No	Comments	Suggestions for improvement
1.	Steps followed in the designing of syllabus & curriculum	Yes	Followed by MAKAUT old & new syllabus and Autonomy Syllabus	Not Applicable
2.	Contents of the Curriculum	Yes	Followed by MAKAUT old & new syllabus and Autonomy Syllabus	Not Applicable
3.	Validation done	Yes	Followed by MAKAUT old & new syllabus and Autonomy Syllabus	Not Applicable
4.	Credits allotted / distribution logic	Yes	Followed by MAKAUT old & new syllabus and Autonomy Syllabus	Not Applicable
CRITERION 2: CURRICULUM TRANSACTION				
1.	Teaching methods & teaching aids	Yes	PPT, Project, seminar, Industrial training, ICT	More ICT based system should be involved
2.	E-learning modules	Yes	Lecture material uploaded on college website	More modules need to be developed
3.	Project work UG/PG	Yes	UG	Publication needed
4.	Internal assessment – components – Uniqueness	Yes	Class test, Assignment, Technical Quiz, Mini Project, Attendance	Questions should be mapped with CO as far as possible
5.	Student support – remedial coaching	Yes	Topic based discussion with prior notification from department	Frequent remedial classes needed for weak students
6.	Parents meeting – evaluation of student's progress	Yes	Result published on University and Institute website	Parent meetings should be held regular basis
7.	Feedback from students	Yes	Offline and Online feedback taken through feedback form	Satisfactory
8.	Steps taken on the feedback	Yes	As per student feedback remedial action have been taken	Not Applicable

CRITERION 3: FACULTY PROFILE				
Sl. No.	Items	Verification Yes / No	Comments	Suggestions for improvement
1.	Projects completed / ongoing	Yes	Nil	Involve in the project activity
2.	Seminars / conferences attended	Yes	07	Satisfactory
3.	Papers / articles / books published / Patent	Yes	08	Good quality journal publication is required.
4.	FDP / RC / OC / Training Program / Workshop	Yes	03	Try to organize FDP in the department
5.	Preparation of E-learning materials / Content	Yes	Available on Institutional website	Sufficient
6.	Acted as resource persons	Yes	1	Take initiative for the same
CRITERION 4: PROFILE OF STUDENTS				
1.	Sanctioned Strength	Yes	120 per year +10% Lateral	NA
2.	Actual Strength	Yes	373 nos.	Excellent
3.	Mentor Allocation	Yes	Well maintained students mentorship	Excellent
4.	Mentor allocation ratio	Yes	20:1	Excellent
5.	Students involvement in extra-curricular & Co-curricular activities	Yes	<ul style="list-style-type: none"> ● Active IEEE Student branch under IIT, KGP ● Annual sports etc. 	Outstanding
6.	Study tour / industrial visits / exhibitions / Internship / Training	Yes	Industrial visits, Exhibitions, Internship, Training	Everything is fine
7.	Achievements	Yes	<ul style="list-style-type: none"> ● Awards from various competitions ● 2 GATE Qualified 	Satisfactory

CRITERION 5: INFRASTRUCTURE IN THE DEPARTMENT				
Sl. No.	Items	Verification Yes / No	Comments	Suggestions for improvement
1.	No. of Class Rooms	Yes	5	Satisfactory
2.	No. of Laboratories	Yes	10	Satisfactory
3.	No. of computers – for Teachers	Yes	21	Satisfactory
4.	No. of computers – for students	Yes	30	Satisfactory
5.	No. of Experimental Setups	Yes	As per MAKAUT and Autonomous Syllabus	Excellent
6.	No. of Instruments	Yes	As per MAKAUT and Autonomous Syllabus	Excellent
7.	Departmental Library	Yes	No. of Title: 525 nos. No. of Books: 1337 nos.	Add Journals
8.	Internet Connectivity	Yes	52 mbps	Satisfactory
CRITERION 6: ACTIVITIES OF THE DEPARTMENT				
1.	Consultancy	Yes	Nil	Upgradation needed
2.	Collaborations	Yes	Nil	Upgradation needed
3.	Guest Lectures	Yes	Nil	Upgradation needed
4.	Conference / Seminar / Workshop conducted	Yes	Nil	Upgradation needed
5.	Interaction with Industry / Research Centres / Educational Institutions	Yes	Nil	Upgradation needed
6.	Newsletters / Magazine	Yes	Yearly Newswire and Illuminate Magazine	Upgradation needed
7.	Placement	Yes	98.5%	Excellent