

# Haldia Institute of Technology



**Academic Audit Report 2022-23**  
**of**  
**Department of Electrical Engineering**

## Internal Audit Committee

<b>Sl. No.</b>	<b>Name</b>	<b>Designation</b>	<b>Responsibility</b>
1	Prof. (Dr.) Dilip Dey	Professor and Head	Chairman
2	Prof. (Dr.) Palash Pal	Professor	Member
3	Dr. Sandip Kumar Ojha	Associate Professor	Member
4	Mr. Goutam Das	Assistant Professor	Member
5	Mr. Sourav 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 2022 to June 2023 to assess the performance of academic activity of the department.

Place: HIT, Haldia

Date: 18 September, 2023



Dr. Dilip Dey  
Chairman



Dr. Pratyay Konar  
Convener

<b>Criterion and Suggestions</b>				
<b>CRITERION 1: CURRICULUM</b>				
<b>Sl. No.</b>	<b>Items</b>	<b>Verification Yes / No</b>	<b>Comments</b>	<b>Suggestions for improvement</b>
1.	Steps followed in the designing of syllabus & curriculum	Yes	Followed by MAKAUT syllabus and <b>Autonomy Syllabus</b>	Not Applicable
2.	Contents of the Curriculum	Yes	Followed by MAKAUT syllabus and <b>Autonomy Syllabus</b>	Not Applicable
3.	Validation done	Yes	Followed by MAKAUT syllabus and <b>Autonomy Syllabus</b>	Not Applicable
4.	Credits allotted / distribution logic	Yes	Followed by MAKAUT syllabus and <b>Autonomy Syllabus</b>	Not Applicable
<b>CRITERION 2: CURRICULUM TRANSACTION</b>				
1.	Teaching methods & teaching aids	Yes	PPT, Project, seminar, Industrial training, ICT	Satisfactory
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	Satisfactory
5.	Student support – remedial coaching	Yes	Topic based discussion with prior notification from department	Satisfactory
6.	Parents meeting – evaluation of student's progress	Yes	Result published on University and Institute website	Parent meetings should be held regular basis and should be documented.
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	Satisfactory
<b>CRITERION 3: FACULTY PROFILE</b>				
<b>Sl. No.</b>	<b>Items</b>	<b>Verification Yes / No</b>	<b>Comments</b>	<b>Suggestions for improvement</b>
1.	Projects completed / ongoing	Yes	01	More project activity should be involved
2.	Seminars / conferences attended	Yes	90	Satisfactory
3.	Papers / articles / books published / Patent	Yes	16	Improved but further quality journal publication is required.
4.	FDP / RC / OC / Training Program / Workshop	Yes	02	Try to organize FDP in the department
5.	Preparation of E-learning materials / Content	Yes	Available on Institutional website	Satisfactory
6.	Acted as resource persons	Yes	02	More initiative should be taken in consideration
<b>CRITERION 4: PROFILE OF STUDENTS</b>				
1.	Sanctioned Strength	Yes	120 per year +10% Lateral	NA
2.	Actual Strength	Yes	382 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"> <li>● Active IEEE Student branch under IIT, KGP</li> <li>● Illuminate-Students Club</li> <li>● Annual sports etc.</li> </ul>	Outstanding
6.	Study tour / industrial visits / exhibitions / Internship / Training	Yes	Industrial visits, Exhibitions, Internship, Training	Satisfactory
7.	Achievements	Yes	● Awards from	Satisfactory

			various competitions ● 2 nos. GATE Qualified	
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<b>CRITERION 5: INFRASTRUCTURE IN THE DEPARTMENT</b>				
<b>Sl. No.</b>	<b>Items</b>	<b>Verification Yes / No</b>	<b>Comments</b>	<b>Suggestions for improvement</b>
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.	Incorporate some Journals
8.	Internet Connectivity	Yes	52 mbps	Satisfactory
<b>CRITERION 6: ACTIVITIES OF THE DEPARTMENT</b>				
1.	Consultancy	Yes	Nil	Upgradation needed
2.	Collaborations	Yes	Yes	Satisfactory
3.	Guest Lectures	Yes	Yes	Satisfactory
4.	Conference / Seminar / Workshop conducted	Yes	Yes	Satisfactory
5.	Interaction with Industry / Research Centres / Educational Institutions	Yes	Yes	Satisfactory

6.	Newsletters / Magazine	Yes	Yearly Newswire and Illuminate Magazine	Satisfactory
7.	Placement	Yes	90%	Excellent