



INSTITUTE OF AERONAUTICAL ENGINEERING

(Autonomous)

Dundigal, Hyderabad - 500 043

Date:

ACADEMIC AND ADMINISTRATIVE AUDIT OF THE DEPARTMENT

1	Name of the department	:	
2	Year of establishment	:	
3	Programs offered	:	
4	Academic year	:	
5	Programs introduced during last 3 years	:	
6	Does the department have Academic flexibility? If yes since when?	:	
7	Courses conducted in collaboration with other universities and Institutions	:	
8	Details of programs discontinued, if any, with reasons	:	
9	Examination System: Annual / Semester / Choice Based Credit System / Credit and Grading system / any other system, specify	:	
10	Participation of the department in the curriculum development for courses offered by the departments	:	
11	Number of teaching posts filled	:	

Designation	Count
Professors	
Associate Professors	
Assistant Professors	
Total	

1. Faculty profile with name, qualification, designation, experience, nature of appointment (Regular / temporary):
a) Appointments

S No	Name of Faculty	Designation	Qualification	Experience	Date of Joining	Remarks
1						
2						

2. List of Visiting Fellows / Teachers, Adjunct and Emeritus Professors:

3. Number of academic support staff (technical) and administrative staff filled:

S No.	Posts	Filled
1	Laboratory Assistant	
2	DTP operator	

4. Percentage of classes taken by temporary/visiting faculty (program- wise information)

5. Programme-wise Student Teacher Ratio

6. Thrust areas of research as identified by the department:

7. Information about research grants, projects completed and ongoing during the period of last 3 years

a) From National funding agencies (like UGC, CSIR, DST, DBT etc):

S No.	Name of the Principal Investigator (Co-investigator)	Title of the Project	Funding Agency, Duration & Date of Sanction	Amount (in Lakh)	Remarks if any

b) From International funding agencies:

S No.	Name of the Principal Investigator (Co-investigator)	Title of the Project	Funding Agency, Duration & Date of Sanction	Amount (in Lacs)	Remarks if any

8. Funds received at Departmental level through DST-FIST; CSIR, UGC-SAP / CAS, DAE, DBT, BRNS, ICSSR, AICTE, etc

S No.	Scheme and Funding Agency	Project Fellow	Recurring	Non- Recurring	Total

9. Research facilities available in the department and recognition received, if any?

10. Special research laboratories sponsored by / created by industry or corporate bodies.

11. Publications:

S No	Papers published in peer reviewed journals	Monographs, Books, Chapters in books	Citations	h-index	Impact factor range/Average Impact factor

12. Details of patents filed & granted and income generated:

13. Consultancy services provided, name of the teacher/s and income generated:

S No.	Year	Name of the Teacher	Nature of Consultancy	Funds generated (In Lakh)

14. Details of teachers invited as resource persons for Refresher courses, Orientation courses, Seminars, Workshops, Conferences at national and international levels.

S No	Details of the Resource Person	Topic	Event Name	Dates	No. of Participants

15. Details of teachers participated in Refresher courses, Orientation courses, Seminars, Workshops, Conferences at national and international levels.(participant, presented paper, chaired the session)

S No	Name of the faculty	Title	Event Name	Dates	Place

16. Participation of teachers in various academic activities as members of committees at University level, State level, National level, International level bodies. (give details)

17. Details of teachers appointed/nominated on Editorial Boards at university, state, national and international levels.

18. Awards / Prizes and recognitions received by teachers at university, state, national and international level:

S No	Name of the faculty	Title of the Event	Date	Place	Achievements and Awards

19. Awards and Prizes received by students at university, state, national and international level

S No	Name of the faculty	Title of the Event	Date	Place	Achievements and Awards

20. Details of Seminars/ Conferences/Workshops organized at university, state, national and international level and the source of funding with details

Name of Conference/ Seminars / Workshops	Funding agency	No. of Participants	University / State / National / International	Dates

21. Student profile programme-wise at UG and PG

UG / PG	Applications Received	No. of students Admitted	Seats Available	Male	Female	Total	Year

22. Year-wise results of students at UG and PG:

S No	Year & Sem	Total Number of admitted students		Total Number of students appeared	Number of students who have successfully completed without backlogs	Number of students who have successfully completed with backlogs	Total Number of students passed
		First year admitted	Lateral entry				

23. Diversity of Students: (Year-wise)

Academic year	Name of the Program	% of students from other universities within the State	% of students from universities outside the State	% of students from other countries
	UG			
	PG			

24. Number of students cleared Civil Services and Defense Services examinations, NET, SET, GATE and other competitive examinations? Give Category wise data.

Year	MPSC / UPSC	NET/ SET	GATE	Other Exams	Total

25. Student progression/ placement record: Number/ percentage of students proceeded for higher studies Number/percentage of students placed

S No	Roll number	Name of the student	Branch	Name of the Company	Date visited	Package

Year	% Proceeded for Higher Studies		% of students placed
	UG to PG	PG to Ph.D / M.Phil	

26. Diversity of Faculty:

Teaching faculty	%
within the State	
from other States	
from outside the country	

27. Number of faculty who were awarded Ph.D.

S No	Name of the faculty	Roll number	Name of the University	Name of the Guide, affiliation	Title	Award date

28. Present details of departmental infrastructural & other facilities with regard to

a	Central Library Books and Journals, etc, relevant to Department	:	
b	Departmental Library (books, journals etc.)	:	
c	Computers and Internet facilities for staff	:	
d	Total number of class rooms	:	
e	Class rooms with ICT facility	:	
f	Department laboratories	:	
g	Research laboratories	:	
h	Seminar Hall	:	
i	Smart class room	:	
j	Any other facility like LCDs etc.	:	

29. Number of post graduate students getting financial assistance from the university/state / central government

30. Curricular Aspects:

S. No	Description	Yes / No
1	Does the faculty take initiative in curriculum development process?	
2	Is curriculum suitable to make students globally competitive in the subject? If yes, substantiate.	
3	Does the department offer program with sufficient no. of electives options.	
4	While framing curriculum, is feed-back taken from stakeholder's viz. Students/Alumni/Parents/Employers considered?	
5	What is the frequency of curriculum revision? (2/3 years or more)	
6	Does the curriculum have emerging thrust areas, including interdisciplinary areas? (If yes, elaborate)	

31. **Teaching-Learning, Evaluation.**

- 1) Number of teachers preparing & following Academic Teaching plan
- 2) How many teachers use the following teaching methods?
 - a) Interactive lecture method using blackboard, Group discussions, Problem solving, Seminars.
 - b) Use ICT methods to support lectures.
- 3) Does the Department have Peer review processes? If yes, are the suggestions effectively used to improve the teaching quality?
- 4) Does the department have any mechanism to ensure that entire syllabus is completed?
- 5) Do you offer Bridge/Remedial courses? If yes, Give details.
- 6) What is the method for conducting internal evaluation?

32. Teacher Performance:

- 1) Whether the performance of the teacher assessed by the students? If yes, are the feedback reports analysed and suggestions communicated to teachers?
- 2) Number of teachers getting
 - a) Very Good ____
 - b) Good _____
 - c) Average _____
- 3) Whether suggestion boxes are kept in the department to get suggestions from students on infrastructural facilities available in the department?
- 4) Are the suggestions received from students used for improvement of facilities?
- 5) Do teachers submit Self-Appraisal Reports? Are these reports appraised by HOD and forwarded to the Principal with comments?
- 6) What is the Departmental average API _____
- 7) How many teachers have API > Average API
- 8) What is the individual faculty wise h index?
- 9) Give details of “beyond syllabus activities” of the department.

33. List the distinguished alumni of the department (maximum 10)

34. Give details of student enrichment programs (special lectures / workshops / seminar) involving external experts.
35. How does the department ensure that program objectives are constantly met and learning outcomes are monitored?
36. Highlight the Special facilities (if, any) of the Department.
37. Highlight the unique features of the department.
38. State the Innovative practices adopted in the department.
39. Highlight the participation of students and faculty in extension activities.
40. Detail five major Strengths, Weaknesses, Opportunities and Challenges (SWOC) of the department.
 - a. Strengths :
 - b. Weaknesses :
 - c. Opportunities :
 - d. Challenges :
41. Future plans of the department:
 - a. Long term plans :
 - b. Short term plans :

Declaration by the Head of the Department / Institution:

I am aware that the above information provided by the department will be validated by the Academic and Administrative Audit committee during the visit.

Date:

Head of Department