



DR. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING

The Society For Collegiate Education

(Affiliated to Andhra University & Approved by AICTE)

52-14-75, Resapuvanipalem, Visakhapatnam - 530 013.

Ph : Off : 0891-2703293, 2703296

Email : principal@lbce.edu.in Website : www.lbce.edu.in

Internal Quality Assurance Cell
ACADEMIC AND ADMINISTRATIVE AUDIT
ACADEMIC YEAR: 2019-2020

Date of Audit: 12/10/2020

Audit Member-1: Dr.K.V.Raman Rao

Audit Member-2: Dr.GSK.Chakravarthi

(The activities are to be graded on the following scale)

Excellent	Good	Satisfactory	Needs improvement
4	3	2	1

Details of Programmes in the institution:

S.No	Name of the Programme	Sanctioned Seats	Students Admitted	EWS Seats filled	Total Students Admitted
1	Civil Engineering	60	6	0	6
2	Computer Science and Engineering	120	119	6	125
3	Electronics and Communication Engineering	120	53	0	53
4	Electrical and Electronics Engineering	60	5	0	5
	Total	360	183	6	189



Criterion 1 – Curricular Aspects

S. No	Metric No	Description	Weightage	HEIs Input	Grade Points
1	1.1.1	The Institution ensures effective curriculum delivery through a well-planned and documented process	10	Institution has implemented the effective curriculum delivery through a well-planned and documented process.	4
2	1.1.2	The institution adheres to the academic calendar including for the conduct of CIE	5	Institution adheres to the academic calendar for the conduct of Continuous Internal Examinations	4
3	1.1.3	Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies. <ol style="list-style-type: none"> 1. Academic council/BoS of Affiliating university 2. Setting of question papers for UG/PG programs 3. Design and Development of Curriculum for Add on/ certificate/ Diploma Courses 4. Assessment /evaluation process of the affiliating University 	5	Faculty of the institution participate in Design and Development of Curriculum for Add on Courses, Evaluation process of the Andhra University	4
4	1.2.1	Percentage of Programmes in which Choice Based Credit System (CBCS)/ Elective course system has been implemented	10	Elective course system has been implemented for all the Programmes.	4
5	1.2.2	Number of Add on /Certificate programs offered.	10	7 Add-on Courses conducted	4
6	1.2.3	Students enrolled in Certificate/ Add-on programs as against the total number of students.	10	837 Students enrolled in Add- on courses and also completed these courses	4
7	1.3.1	Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	10	Institution has imparted the courses relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability as per the University Curriculum	4
8	1.3.2	Courses that include experiential learning through project work/field work/internship during Academic year	10	Courses include experiential learning through project work.	4

9	1.3.3	Students undertaking project work/field work/ internships (Data for the latest completed academic year)	10	Students have completed the project works. Students have completed Industrial Visits, field work. Students have completed internships.	4
10	1.4.1	Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders 1) Students 2) Teachers 3) Employers 4) Alumni	10	Institution obtained feedback from the stakeholders	3
11	1.4.2	Feedback process of the Institution may be classified as follows: Options: A. Feedback collected, analysed and action taken and feedback available on website B. Feedback collected, analysed and action has been taken C. Feedback collected and analysed D. Feedback collected E. Feedback not collected	10	Feedback collected, analysed, and action taken.	4

Criterion 2- Teaching- Learning and Evaluation					
S. No	Metric No	Description	Weightage	HEIs Input	Grade Points
12	2.1.1	Enrolment percentage	20	students enrolled: 183	3
13	2.1.2	Seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy. (exclusive of supernumerary seats)	20	Seats filled against seats reserved for various categories: 133	4
14	2.2.1	The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners	30	The faculty members assessed the learning levels of the students in the Mid Examinations and conducted Remedial Classes for the slow Learners. Few GATE Classes were conducted for advanced learners	4
15	2.2.2	Student- Full time teacher ratio (Data for the latest completed academic year)	20	Faculty members are appointed as per 20: 1 Ratio	4
16	2.3.1	Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences	20	Faculty Members have implemented different Student centric Methods to enhance learning experiences to students.	4
17	2.3.2	Teachers use ICT enabled tools for effective teaching-learning process.	15	Teaching using ICT Tools such as LCD Projectors, Google Class Room, Zoom implemented for effective teaching-learning process.	4
18	2.3.3	Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)	15	Mentor to students Ratio is 1:20	3
19	2.4.1	Full time teachers against sanctioned posts.	20	Full time teachers:74	4
20	2.4.2	Full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. (consider only highest degree for count)	20	Twenty Six Faculty members have Ph. D/NET/SET/SLET	4

21	2.4.3	Average teaching experience of full time teachers in the same institution	20	Average teaching experience of full-time teachers in the same institution 8.7	4,
22	2.5.1	Mechanism of internal assessment is transparent and robust in terms of frequency and mode	15	Internal assessment Mechanism is transparent.	4
23	2.5.2	Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient	15	Grievance redressal system is transparent, time- bound and efficient	4
24	2.6.1	Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.	15	Course Outcomes (COs) of all the courses were prepared by Teachers. Course Outcomes and Programme Outcomes are displayed on the Institute website for the awareness of students.	4
25	2.6.2	Attainment of Programme outcomes and course outcomes are evaluated by the institution.	15	Attainment of Course Outcomes (COs) are evaluated by the Course Instructors and Programme Outcomes Attainment has also been evaluated.	4
26	2.6.3	Average pass percentage of Students during last Academic Year.	30	Number of final year students who appeared:361 Number of final year students who passed the university examination: 318	4
27	2.7.1	Online student satisfaction survey regarding to teaching learning process. (online survey to be conducted)	60	Online student satisfaction survey not Conducted	0

Criteria 3- Research, Innovations and Extension					
S. No	Metric No	Description	Weightage	HEIs Input	Grade Points
28	3.1.1	Grants received from Government and non-governmental agencies for research projects / endowments in the institution. (INR in Lakhs)	5	No Grants Received	0
29	3.1.2	Percentage of departments having Research projects funded by government and non-government agencies.	5	No department has received the Research funding.	0
30	3.1.3	Number of Seminars/conferences/workshops conducted by the institution	5	Conducted Nine Workshops on Seminars including on Research Methodology, Intellectual Property Rights (IPR) and Entrepreneurship	4
31	3.2.1	Number of papers published per teacher in the Journals notified on UGC website .	5	Seven Research papers published	3
32	3.2.2	Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the Academic Year	10	six books and chapters and Papers published in national/ international conference proceedings	3
33	3.3.1	Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof.	10	Eight Extension activities are carried out in the neighborhood community	3
34	3.3.2	Number of awards and recognitions received for extension activities from government / government recognized bodies.	10	Eight Awards and recognitions received for extension activities from government bodies	4
35	3.3.3	Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those Organised in collaboration with industry, community and NGOs).	20	Eight Extension activities are carried out in the neighborhood community	3
36	3.3.4	Students participating in extension activities	20	Students have participated in various extension activities	4
37	3.4.1	The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc.	10	Number of collaborations: 8	2

38	3.4.2	Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc.	10	Number of MoUs: 4	1
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Criterion 4 - Infrastructure and Learning Resources					
S. No	Metric No	Description	Weightage	HEIs Input	Grade Points
39	4.1.1	The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.	5	Infrastructure and physical facilities are adequately available	4
40	4.1.2	The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga center etc.	5	Institution has facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga center.	4
41	4.1.3	Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.	10	Classrooms and Seminar Halls are provided with ICT facilities	2
42	4.1.4	Expenditure, excluding salary for infrastructure augmentation (INR in Lakhs)	10	Expenditure, excluding salary for infrastructure augmentation 24.64453 Lakhs	4
43	4.2.1	Library is automated using Integrated Library Management System (ILMS)	4	ILMS Software is available	4
44	4.2.2	The institution has subscription for the following e-resources 1. e-journals 2. e-Shodh Sindhu 3. Shodhganga Membership 4. e-books 5. Databases 6. Remote access to e-resources	6	Library subscribed Print and Online Journals, E-Books	4
45	4.2.3	Average annual expenditure for purchase of books/e-books and subscription to journals/e-journals. (INR in Lakhs)	5	Average annual expenditure for purchase of books RS 1,899	4
46	4.2.4	Percentage per day usage of library by teachers and students (foot falls and login data for online access)	5	Teachers and students uses the Library and login data available	4
47	4.3.1	Institution frequently updates its IT facilities including Wi-Fi	5	Institution updates its IT facilities and Wi-Fi	4
48	4.3.2	Student – Computer ratio (Data for the latest completed academic year)	10	Student – Computer ratio 1219:260	4
49	4.3.3	Bandwidth of internet connection in the Institution	15	Internet Bandwidth: 8 MBps	4

50	4.4.1	Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component (INR in Lakhs)	10	Rs.109.42423Lakhs spent for on maintenance of infrastructure	4
51	4.4.2	There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.	10	College has established Procedures for Maintaining and utilizing Physical, Academic and Support facilities include Classrooms, Laboratory, Computers, Library, Sports facilities.	4

Criterion 5- Student Support and Progression					
S. No	Metric No	Description	Weightage	HEIs Input	Grade Points
52	5.1.1	Students benefited by scholarships and freeships provided by the Government	20	709 Students received Government Scholarship	4
53	5.1.2	Students benefitted by scholarships, freeships etc. provided by the institution / non- government agencies	5	No students received Scholarship from non-government agencies	0
54	5.1.3	Capacity building and skills enhancement initiatives taken by the institution include the following 1. Soft skills 2. Language and communication skills 3. Life skills (Yoga, physical fitness, Health and Hygiene) 4. ICT/computing skills	10	Organized One Training Program on Soft Skills, Language and communication skills, ICT/Computing skills	4
55	5.1.4	Students benefitted by guidance for competitive examinations and career counselling offered by the Institution.	10	Conducted Training Programme for Competitive Examinations. Students participated: 321 Conducted Career counseling Programme Students participated: 284	4
56	5.1.5	The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases 1. Implementation of guidelines of statutory/regulatory bodies 2. Organisation wide awareness and undertakings on policies with zero tolerance 3. Mechanisms for submission of online/offline students' grievances 4. Timely redressal of the grievances through appropriate committees	5	Conducted Awareness Programme on Anti Ragging. Conducted the Meeting of Student Grievances Redressal Committee. Conducted the Meeting of Internal Complaints Committee. Conducted the Meeting of Anti Ragging and Discipline Committee.	4
57	5.2.1	Placement of outgoing students.	10	Students Placed: 18	3
58	5.2.2	Students progressing to Higher Education.	15	Student Admitted to Higher Education: 07	1

59	5.2.3	Students qualifying in state/national/international level examinations. (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)	5	Students Qualified in Examinations: 7	1
60	5.3.1	Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one)	20	Number of Awards: 3	2
61	5.3.2	Institution facilitates students representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)	10	Institution has encouraged the Students to participate in various co-curricular and extracurricular activities. Student's representation is visible in various Institutional Committees.	4
62	5.3.3	Average number of sports and cultural events/competitions in which students of the Institution participated.	20	Number of sports and cultural programs in which students participated: 11	2
63	5.4.1	There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services.	5	Conducted Alumni Association Meetings	3
64	5.4.2	Alumni contribution. (INR in Lakhs)	5	Nil	0

Criterion 6- Governance, Leadership and Management					
S. No	Metric No	Description	Weightage	HEIs Input	Grade Points
65	6.1.1	The governance of the institution is reflective of and in tune with the vision and mission of the institution	5	The governance and leadership is in accordance with vision and mission of the institution.	4
66	6.1.2	The effective leadership is visible in various institutional practices such as decentralization and participative management.	5	The institution has implemented decentralization in administration and functioning.	4
67	6.2.1	The institutional Strategic/ perspective plan is effectively deployed	2	Institutional Strategic/ Perspective Plan has been in practice.	4
68	6.2.2	The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.	4	Institute has established the different institutional committees. Institute has formulated the Administrative Manual, appointment and service rules, Policies.	4
69	6.2.3	Implementation of e-governance in areas of operation 1. Planning and Development 2. Administration 3. Finance and Accounts 4. Student Admission and Support 5. Examination	4	Institution has Implemented E-Governance in different areas of its operation. Tally Software is used for preparation of Staff Salaries. Students were provided with Online Fee Payment facility. MS Office and E-mails are used for regular Administration purpose.	2
70	6.3.1	The institution has effective welfare measures for teaching and non-teaching staff	5	Staff Members provided with EPF, ESIC, Medical Leaves. Women faculty are provided with	4
71	6.3.2	Number of Teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies.	10	Number of Teachers provided with financial support: 45	4
72	6.3.3	Average number of professional development /administrative training programs organized by the institution for teaching and nonteaching staff.	5	Non-Teaching Staff participated in ATPs: 33	4

73	6.3.4	Teachers undergoing online/face-to-face Faculty development Programmes (FDP).	5	Teaching Staff participated in FDPs: 65	4
74	6.3.5	Institutions Performance Appraisal System for teaching and non-teaching staff	5	Institution has Performance Appraisal System for teaching and non-teaching staff	4
75	6.4.1	Institution conducts internal and external financial audits regularly	6	Institution has conducted Internal financial audit. External financial audit has been conducted by M/S. Avasarala Associates, Visakhapatnam	4
76	6.4.2	Funds / Grants received from non-government bodies, individuals, and philanthropies.	8	No funds Received	0
77	6.4.3	Institutional strategies for mobilization of funds and the optimal utilization of resources	6	Institute has constituted a Finance Committee, which looks after optimal utilization of resources	4
78	6.5.1	Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes	10	IQAC has contributed significantly for institutionalizing the quality assurance strategies and processes	4
79	6.5.2	The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities	10	IQAC has implemented Quality initiatives on Teaching Learning, Skill Development.	4
80	6.5.3	Quality assurance initiatives of the institution include: 1. Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements 2. Collaborative quality initiatives with other institution(s) 3. Participation in NIRF 4. any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	10	Internal Quality Assurance Cell Committee has conducted the Meetings Quarterly. Institution has applied for NIRF Ranking. Audit on Quality Management System has been conducted by External Agency.	3

Criterion 7 - Institutional Values and Best Practices					
S. No	Metric No	Description	Weightage	HEIs Input	Grade Points
81	7.1.1	Measures initiated by the Institution for the promotion of gender equity.	5	Institution has conducted the Women's Day and programs related to Women Empowerment	4
82	7.1.2	The Institution has facilities for alternate sources of energy and energy conservation measures <ol style="list-style-type: none"> 1. Solar energy 2. Biogas plant 3. Wheeling to the Grid 4. Sensor-based energy conservation 5. Use of LED bulbs/ power efficient equipment 	5	The Institution has facilities for Energy conservation measures. LED bulbs have been provided in the campus	1
83	7.1.3	Facilities in the Institution for the management of the following types of degradable and non-degradable waste	4	The Institution has facilities for the Management of the degradable and non-degradable waste.	4
84	7.1.4	Water conservation facilities available in the Institution: <ol style="list-style-type: none"> 1. Rain water harvesting 2. Borewell /Open well recharge 3. Construction of tanks and bunds 4. Waste water recycling 5. Maintenance of water bodies and distribution system in the campus 	4	Water Conservation facilities available. Rain water harvesting facilities are available. Borewell is available Overhead Water Tanks are available Maintenance of water bodies (Tanks, Bore wells) has been conducted regularly. Maintenance of Water distribution system has been conducted regularly.	3
85	7.1.5	The institutional initiatives for greening the campus are as follows: <ol style="list-style-type: none"> 1. Restricted entry of automobiles 2. Battery-powered vehicles 3. Pedestrian-friendly pathways 4. Ban on the use of Plastics 5. Landscaping with trees and plants 	4	Institute has implemented green campus initiatives	4
86	7.1.6	Quality audits on environment and energy regularly undertaken by the Institution.	5	Quality Audits not conducted	0

87	7.1.7	<p>The Institution has disabled-friendly, barrier free environment</p> <ul style="list-style-type: none"> Built environment with ramps/ lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading 	4	<p>College has constructed ramps for easy access to classrooms for Disabled students.</p> <p>Disabled-friendly washrooms available</p> <p>Display boards and signposts are available in the campus.</p> <p>Wheel Chair is available for Divyangjan.</p> <p>Human assistance for Divyangjan has been provided.</p> <p>Reader, scribe has been provided.</p> <p>Soft copies of reading material has been provided.</p>	4
88	7.1.8	Describe the Institutional efforts/ initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal, socioeconomic and other diversities	5	Institute has organized the programs on providing an inclusive environment and diversity.	4
89	7.1.9	Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens	4	Institute has sensitized the students and employees towards the constitutional obligations, values, rights, duties and responsibilities of citizens	4
90	7.1.10	<p>The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard.</p> <ol style="list-style-type: none"> The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff Annual awareness programmes on Code of Conduct are organized 	5	<p>Code of Conduct has been displayed on the website</p> <p>Institution has constituted a committee to monitor adherence to the Code of Conduct</p> <p>Institution has organized programs on Professional ethics for Teachers, administrators and other staff.</p> <p>Teachers have been guiding the students on professional ethics and Human Values</p>	3

91	7.1.11	Institution celebrates / organizes national and international commemorative days, events and festivals	5	Institution has celebrated different national and international commemorative days, events and festivals.	4
92	7.2.1	Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.	30	Best Practice 1: Implementing Teaching Learning Methods and Conducting Remedial Classes to enhance the Performance of Students Best Practice 2: Involving Students as active practitioners of Green Initiatives and Environmental Conservation both within the Campus and beyond.	4
93	7.3.1	Portray the performance of the Institution in one area distinctive to its priority and thrust	20	The College has to a great extent achieved its set objective of institutional distinctiveness using women empowerment as a tool for Societal improvement.	4

19-20
12/10/2020

Criteria		Weightage	Grade Points
Criterion 1	Curricular Aspects	100	390
Criterion 2	Teaching- Learning and Evaluation	350	1125
Criterion 3	Research, Innovations and Extension	110	351
Criterion 4	Infrastructure and Learning Resources	100	360
Criterion 5	Student Support and Progression	140	385
Criterion 6	Governance, Leadership and Management	100	318
Criterion 7	Institutional Values and Best Practices	100	361
Total		1000	3291
Overall CGPA : 82.0			

Suggestions:

1. Need to conduct Online Student Satisfaction survey for students.
2. Need to encourage the faculty members to publish the papers in reputed Journals and Conferences
3. Need to Apply for Funds / Grants from non-government bodies.
4. Institute should provide more facilities for alternate source of energy.
5. Need to improve the Admission of Students into Higher education.

Dr.K.V.Ramana Rao
Associate Professor of ECE,
Vignan's Institute of Engineering For Women,
Visakhapatnam-530049

Dr.GSK.Chakravarthi
Principal,
Dr.Lankapalli Bullayya college,
Visakhapatnam-530013

COORDINATOR
Internal Quality Assurance Cell
Dr. Lankapalli Bullayya College of Engineering
D.No. 52-14-75, Resapuvanipalem
Visakhapatnam-530013
Andhra Pradesh

Principal
Dr. Lankapalli Bullayya College of Engineering
D.No.52-14-75, Resapuvanipalem
Visakhapatnam-530013. Andhra Pradesh

