



# CMR ENGINEERING COLLEGE

## UGC AUTONOMOUS

Approved by AICTE | Affiliated to JNTUH | Accredited by NAAC & NBA

Date: 22/08/2023

### ACADEMIC ADMINISTRATIVE AUDIT REPORT 2023 – 2024

#### About CMREC Institution

CMR Engineering College (CMREC), Hyderabad, established in 2010, is a premier autonomous engineering institution approved by AICTE and affiliated to JNTUH. The institution is accredited by NBA and NAAC and continuously strives for academic excellence, research innovation, and industry collaboration. The college has been recognized for its contribution towards innovation through the Institution Innovation Council (IIC) and ARIIA rankings. CMREC provides quality technical education through outcome-based education (OBE), industry-oriented curriculum, skill development programs, and strong research culture.

#### ➤ Academic Audit Meeting 2023 – 2024 (Audit Dates 16 to 18/08/2023)

The Academic Administrative Audit (AAA) meeting for the academic year 2023 – 2024 was conducted in the Principal's Board Room under the leadership of the Principal. The meeting was coordinated by the Dean – IQAC with the presence of Dean Academics, Dean R&D, Heads of various Departments.

During the audit meeting, detailed discussions were held regarding the effective implementation of the academic calendar, teaching-learning processes, and quality enhancement practices adopted by various departments. The departments presented comprehensive reports covering academic activities, research contributions, student achievements, and administrative practices.

#### ➤ Key Areas Reviewed During the Audit

- Implementation and monitoring of Academic Calendar across all departments.
- Adherence to Outcome Based Education (OBE) framework including CO-PO attainment analysis.
- Effective utilization of ICT tools in teaching-learning processes.
- Student performance analysis and implementation of remedial classes for slow learners and enrichment activities for advanced learners.

- Industry collaborations through MoUs to enhance practical exposure and employability skills.
- Organization of workshops, seminars, Faculty Development Programs (FDPs), and guest lectures.
- Faculty publications in reputed journals, conference participation, and patent filing activities.
- Active functioning of student clubs, professional bodies, and innovation activities under IIC.
- Monitoring placement activities, skill development training, and career guidance initiatives.
- Implementation of add-on certification courses aligned with Industry 4.0 technologies such as AI, Data Science, Cybersecurity, and IoT.
- Regular collection and analysis of feedback from students, faculty, alumni, and employers for curriculum improvement.
- Effective functioning of institutional committees including Grievance Redressal Cell, Women Empowerment Cell, Anti-Ragging Committee, and Career Guidance Cell.
- Maintenance of departmental records including result analysis, meeting minutes, student profiles, and academic documentation.
- Library automation, digital resource accessibility, and continuous updating of academic resources.
- Financial transparency through internal and external audits conducted periodically.
- Implementation of Green Audit, Energy Audit, and Environmental sustainability initiatives.

➤ **Department Presentations Covered the Following Aspects**

- Vision, Mission, Program Educational Objectives (PEOs), and Program Specific Outcomes (PSOs).
- Academic planning and adherence to the academic calendar.
- Course Outcomes (COs) and Program Outcomes (POs) attainment analysis.
- Student profile, admissions, and progression.
- Student achievements in academics, sports, cultural activities, and technical competitions.
- Result analysis and action taken reports.
- Identification of slow and advanced learners and mentoring practices.
- Faculty research publications, funded projects, and patents.
- Seminars, workshops, FDPs attended and organized by faculty members.
- Departmental meetings, academic monitoring, and continuous improvement practices.

## ➤ **Monitoring of Institutional Committees – Audit Observations**

- The Academic Administrative Audit Committee reviewed the composition, functioning, progress, and achievements of all statutory and institutional committees constituted in CMR Engineering College. The following aspects were examined:
- The proper constitution of all statutory and non-statutory committees as per AICTE, JNTUH, NAAC, NBA, and institutional requirements.
- Verification of committee composition including Chairperson, Coordinator, faculty members, student representatives, and external members wherever applicable.
- Review of the roles and responsibilities assigned to each committee and their alignment with institutional quality objectives.
- Examination of committee meeting records, minutes of meetings, and action taken reports to ensure effective functioning.
- Monitoring of the periodicity of meetings conducted by various committees and adherence to institutional policies.
- Evaluation of the implementation status of decisions taken in committee meetings.
- Review of annual activity plans prepared by committees and their execution during the academic year.
- Monitoring of progress reports submitted by committees to the IQAC and Principal.
- Assessment of student support and welfare committees including mentoring system, grievance redressal, and career guidance activities.
- Evaluation of the effectiveness of committees in organizing academic, professional, and student development activities.
- Review of achievements and outcomes of committee initiatives, including workshops, seminars, skill development programs, and outreach activities.
- Monitoring of documentation and record maintenance by committees to ensure transparency and accountability.
- Review of the functioning of student clubs and professional bodies operating under departmental and institutional committees.
- Assessment of awareness programs, training sessions, and campaigns conducted by various committees for students and staff.
- Evaluation of institutional mechanisms for addressing student grievances, gender sensitization, anti-ragging measures, and discipline maintenance.
- Monitoring the activities of research and innovation related committees including R&D Cell, IPR Cell, and Institution Innovation Council.
- Review of placement, internship, and industry interaction activities coordinated through Training & Placement Cell.

- Evaluation of community engagement and extension activities conducted through NSS and other outreach committees.
- Monitoring of environmental sustainability initiatives through Green Audit, Energy Audit, and campus environmental committees.
- Assessment of continuous improvement measures taken by committees based on feedback from stakeholders.

❖ **Committees Reviewed During the Audit**

The audit committee reviewed the functioning of the following institutional committees:

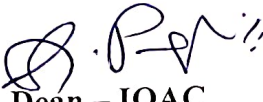
- Internal Quality Assurance Cell (IQAC)
- Academic Council and Board of Studies
- Research and Development Cell
- Institution Innovation Council (IIC)
- Training and Placement Cell
- Career Guidance Cell
- Grievance Redressal Cell
- Women Empowerment / Internal Complaints Committee
- Anti-Ragging Committee
- Discipline Committee
- NSS and Extension Activities Committee
- Library Committee
- Examination Cell
- Student Mentoring Committee
- Alumni Association
- IIC Cell

The Academic Administrative Audit concluded that CMREC continues to maintain strong academic standards through systematic planning, effective monitoring, and continuous improvement mechanisms. The institution demonstrates commitment towards quality education through Outcome-Based Education practices, research promotion, industry collaborations, and student skill development initiatives.

The IQAC recommended further strengthening interdisciplinary research, industry-supported laboratories, and innovation-driven learning practices. The institution will continue to implement the suggestions provided by the audit committee to enhance academic excellence and institutional quality.

The following Members were attended the meeting for 2024-2025:

S.No.	Name of the Person	Nature
1.	Dr. A. Srinivasula Reddy	Chairman
2.	Dr. S.Poongodi	Dean – IQAC
3.	Dr.C.N.Ravi	Dean – Academics
4.	Dr.Suman Mishra	Member
5.	Dr.C.Shyam Sundar	Member
6.	Dr. Sheo Kumar	Member
7.	Dr. K.V.Reddy	Member
8.	Dr.P.Madhavi	Member
9.	Dr. M. Laxmaiah	Member
10.	Dr.M.Ashwitha	Member
11.	Dr.M.Kumaraswamy	Member

  
Dean – IQAC

  
Principal