



Date: 16/9/24

ACADEMIC ADMINISTRATIVE AUDIT REPORT 2024 – 2025

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 2024 – 2025 (Audit dates: 12/09/24 to 13/09/24)

The Academic Administrative Audit (AAA) meeting for the academic year 2024 – 2025 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, and external academic experts.

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.

- 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 Review (2024–2025)**

- During the Academic Administrative Audit for the academic year 2024–2025, the audit committee carried out a comprehensive review of the institutional committees, their operational efficiency, and the outcomes achieved during the academic year. The following aspects were examined:

- Verification of the updated constitution of statutory and institutional committees in accordance with AICTE, JNTUH, NAAC, and NBA guidelines.
- Assessment of the structure and representation of committees, ensuring participation of faculty members, student representatives, and external members wherever required.
- Evaluation of the operational framework and functioning procedures followed by each committee.
- Examination of committee activity plans prepared at the beginning of the academic year and the progress made towards achieving those objectives.
- Review of periodic meetings conducted by the committees and verification of documented minutes and follow-up actions.
- Monitoring of the implementation of institutional policies and guidelines through various committees.
- Assessment of the effectiveness of committees in supporting academic planning, student development, and institutional governance.
- Review of student support mechanisms implemented through mentoring, counselling, and academic monitoring committees.
- Evaluation of initiatives taken by committees to enhance student engagement in technical events, innovation activities, internships, and research projects.
- Monitoring of faculty development initiatives coordinated through institutional committees, including training programs, workshops, and FDPs.
- Examination of research promotion initiatives carried out through the Research and Development Cell and Innovation Councils.
- Assessment of placement support activities and industry interaction programs coordinated by the Training and Placement Cell.
- Review of awareness programs conducted by committees related to professional ethics, gender sensitization, and student welfare.
- Monitoring of student participation in institutional clubs, technical societies, and co-curricular activities organized through various committees.
- Verification of documentation practices maintained by committees, including activity reports, supporting evidence, and performance records.
- Assessment of the impact of committee activities on institutional quality enhancement and student skill development.
- Review of institutional outreach activities, community engagement programs, and extension activities conducted through NSS and other bodies.
- Monitoring of campus sustainability initiatives such as environmental awareness, green campus activities, and energy conservation measures.
- Evaluation of continuous quality improvement practices adopted by committees based on stakeholder feedback and institutional review mechanisms.

❖ **Committees Reviewed During the Audit**

The audit committee examined the functioning and outcomes of the following committees during the academic year 2024–2025:


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

➤ **Overall Audit Observation (2024–2025)**

The audit committee observed that the institutional committees of CMR Engineering College actively contribute to the effective implementation of academic policies, student development initiatives, and quality assurance practices. The committees function with structured planning, systematic documentation, and measurable outcomes that support the institution's commitment towards continuous improvement and academic excellence.

The following Members were attended the meeting for 2023-2024:

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