



JAIPUR ENGINEERING COLLEGE
AND RESEARCH CENTRE

JAIPUR ENGINEERING COLLEGE AND RESEARCH CENTRE

JECRC Campus, Shri Ram Ki Nangal, Via-Vatika, Jaipur

Department of Electronics & Communication Engineering

Lab Audit for year (2019-2020)

Name of the Department: Electronics and communication

Name of Laboratory: Optical Fiber Communication Lab

Lab In charge: Ms. Rithambhra Parashar

Lab Technician: Mr. Hrish Kumar Sharma

Audit Date: 21/04/2019

Session: 2019-2020

Members of Staff Present:

1. Mr Shyam Sunder Manaktala

2. Dr Rajesh Bhatija

3. Dr Prerak Bhardwaj

Sr. No.	Comments	Action Taken	Remark
1	Some equipment found out of order (Advance optical fibre communication trainer & oscilloscope 30Mhz) found faulty & some maintenance tool not available for maintenance like solder, extra component	Letter send to lab in charge & lab technician for prepare note sheet according to lab requirement	Requirement has been full fill
2	Stock register checked and verified	Letter send to lab in charge for physical verification	Physical verification has been done
3	Bill available	No action require	Advise to maintain bill file
4	Manual (student and master copy) all checked and verified	Letter sends to faculty regarding update the manual and no. of copies of manual available properly	Manuals updated properly
5	Experiment list was missing from display board	Letter send to lab technician to arrange display board according to RTU scheme	Display board arranged properly
6	Student record checked and available	No action required records were available	Advise to keep the records
7	Lab infra is not proper maintain	Letter send to floor in charge for tube light and power sockets repaired	Lab infra fixed properly

HKS Signature of Lab Technician

Signature of the Lab Audit Experts

- (1) *[Signature]*
(2) *[Signature]*
(3) *[Signature]*

Signature of Lab In charge

He
Electrical Engineering
JECRC Jaipur

Signature of the HOD



JAIPUR ENGINEERING COLLEGE
AND RESEARCH CENTRE

JAIPUR ENGINEERING COLLEGE AND RESEARCH CENTRE

JECRC Campus, Shri Ram Ki Nangal, Via-Vatika, Jaipur

Department of Electronics & Communication Engineering

Lab Audit for year (2019-2020)

Name of the Department: Electronics and Communication

Name of Laboratory: Antenna and Wave Propagation Lab

Lab In charge: Ms Rithambhra Parashar

Lab Technician: Mr Hrish Kumar Sharma

Audit Date: 21/04/2019

Session: 2019-20

Members of Staff Present:

1. Mr Shyam Sunder Manaktala
2. Dr Rajesh Bhatija
3. Dr Prerak Bhardwaj

Sr. No.	Comments	Action Taken	Remark
1	Some equipment found out of order (Radar trainer kit NV-2001, Antenna trainer kit with stepper motor ATS-40, oscilloscope 30Mhz) found faulty & need some tool need for maintenance like solder, extra component	Letter send to lab in charge & lab technician for prepare note sheet according to lab requirement	Requirement has been full fill
2	Lab infra is not proper maintain	Letter send to floor in charge for tube light and power sockets repaired	Lab infra fixed properly
3	Manual (student and master copy) all checked and verified	Letter send to faculty regarding update the manual and no. of copies of manual available properly	Manuals updated properly
4	Do's & Don'ts and lab time table was missing from display board	Letter send to lab technician to arrange display board according to RTU scheme	Display board arranged properly
5	There is no process available to create group of students in the lab	Advice regarding update of the student list with batch wise	Student list update with batch wise
6	Students record available & checked properly but not match with original output and expected output	Letter send to faculty to keep 5 record of last year	5 record last year has been kept
7	Stock register is verified in all terms and condition is good.	Letter send for physical verification by lab in charge	Physical verification has been done

 Signature of Lab Technician

 Signature of Lab In charge

Signature of the Lab Audit Experts

(1) 

(2) 

(3) 

Head of Department
Electronics Engineering
JECRC Jaipur

Signature of the HOD

Head of the Department



JAI PUR ENGINEERING COLLEGE
AND RESEARCH CENTRE

JAI PUR ENGINEERING COLLEGE AND RESEARCH CENTRE

JECRC Campus, Shri Ram Ki Nangal, Via-Vatika, Jaipur

Department of Electronics & Communication Engineering

Lab Audit for year (2019-2020)

Name of the Department: Electronics and communication Engg.

Name of Laboratory: Electronics Measurement & Instrumentation Lab

Lab In charge: Ms Deepmala Kulshrestha

Lab Technician: Ms Vaishali Yadav

Audit Date: 21/04/2019

Session: 2019-2020

Members of Staff Present:

1. Mr Shyam Sunder Manaktala
2. Dr Rajesh Bhatija
3. Dr Prerak Bhardwaj

Sr. No	Comments	Action Taken	Remark
1	Some equipment found out of order , (Ultrasonic digital distance meter, Maxwell inductance bridge, Wein's bridge (Frequency) Strain gauge Load cell) found faulty & not available maintenances tool like solder, extra component	Letter send to lab in charge & lab technician for prepare note sheet according to lab requirement	Requirement has been full fill
2	Lab infra not properly maintained	Letter send to floor in charge for tube light repair	Tube light installed properly
3	Stock register checked and verified	Letter send to lab in charge for physical verification	Physical verification has been done
4	Equipment list is missing from display board	Letter send to lab technician to arrange display board according to RTU scheme	Display board arranged properly
5	Student record checked and available	No action required records were available	Advise to keep the records
6	Manual (student and master copy) all checked and verified	Letter send to faculty regarding update the manual and no. of copies of manual available properly	Manuals updated properly
7	Bill available (lab transferred from electrical dept.)	No action require	Advise to maintain bill file

Signature of Lab Technician

Signature of the Lab Audit Experts

Signature of Lab In charge

Head of the Department
Electronics & Communication Engineering
JECRC Jaipur

Signature of the HOD
Head of the Department
Electronics & Communication Engineering

21-4-19



JAIPUR ENGINEERING COLLEGE
AND RESEARCH CENTRE

JAIPUR ENGINEERING COLLEGE AND RESEARCH CENTRE

JECRC Campus, Shri Ram Ki Nangal, Via-Vatika, Jaipur

Department of Electronics & Communication Engineering Lab Audit for year (2018-2019)

Name of the Department: Electronics and Communication Engineering

Name of Laboratory: Analog Circuit Lab

Lab In charge: Mr Mangilal

Lab Technician: Mr Amit Jain

Audit Date: 21/04/2019

Session: 2018-2019

Members of Staff Present:

1. Mr Mangilal
2. Mr Rakesh
3. Dr Prerak Bhardwaj

Sr. No.	Comments	Action Taken	Remark
1	Stock register verified in all terms and good condition.	Letter send to lab in charge for physical verification	Physical verification has been done
2	There is no proper seating arrangement in the lab for students also equipment not proper arrange	Letter send to lab technician regarding proper arrangement of seating and equipment should be arranged proper	kit properly maintained and seating arrangement also proper way has been done
3	Master copy of lab manual not available	Letter send to faculty regarding update of the lab manual and also increase the availability of lab manual copy for students	Lab manual update also
4	Some kit is not working and not proper maintenance of equipment	Requirement letter is issued regarding need of consumable item	Requirement has been full fill
5	Consumable item missing	Letter send to lab in charge and lab technician for prepare note sheet according to lab requirement	Requirement has been full fill
6	Maintenance equipment is not available like solder, cutter component	Requirement letter is issued regarding need of consumable item	Requirement has been full fill

Signature of Lab Technician

Signature of Lab In charge

Signature of the Lab Audit Experts

- (1)
- (2)

Head of the Department
Electronics & Communication Engineering
JECRC Jaipur

Signature of the HOD

Head of the Department
Electronics & Communication Engineering



JAIPUR ENGINEERING COLLEGE
AND RESEARCH CENTRE

JAIPUR ENGINEERING COLLEGE AND RESEARCH CENTRE

JECRC Campus, Shri Ram Ki Nangal, Via-Vatika, Jaipur

Department of Electronics & Communication Engineering

Lab Audit for year (2019-2020)

Name of the Department: Electronics and Communication Engg.

Name of Laboratory: Electronic Engineering Design Lab

Lab In charge: Mr Sandeep

Lab Technician: Mr Babulal Sharma

Audit Date: 21/04/2019

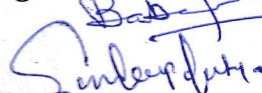
Session: 2019-2020

Members of Staff Present:




1. Mr Shyam Sunder Manaktala
2. Dr Rajesh Bhatija
3. Dr Prerak Bhardwaj

Sr. No.	Comments	Action Taken	Remark
1	Kit is not working (OP-AMP)	Maintenance letter is issued to lab Technician regarding proper maintenance of kit	Maintenance is done and kit is working
2	There is no process available to create group of students in the lab	Advice regarding update of the student list with batch wise	Student list update with batch wise.
3	Students record available & checked properly not match with original output and expected output	Letter send to faculty to keep 5 record of last year	5 Record last year has been kept
4	Lab infra properly maintained But some sockets found out of order also found Issue regarding power supply	Letter send to floor In charge to maintain socket of lab	Socket of lab has been prepared
5	Master copy of lab manual available. lab manual copy is not available for students	Letter send to faculty regarding update of the lab manual	Lab manual update as per syllabus
6	Properly cover all syllabus.	No action require	NA
7	Stock register verified and well maintain.	Letter send for Physical verification by lab in charge	Physical verification has been done by lab in charge

Signature of Lab Technician


Signature of Lab In charge

Signature of the Lab Audit Experts

(1) 
(2) 
(3) 

Head of Department
Electronics Engineering
JECRC Jaipur

Signature of the HOD

Electronics & Communication Engineering

21-4-19



JAIPUR ENGINEERING COLLEGE
AND RESEARCH CENTRE

JAIPUR ENGINEERING COLLEGE AND RESEARCH CENTRE

JECRC Campus, Shri Ram Ki Nangal, Via-Vatika, Jaipur

Department of Electronics & Communication Engineering

Lab Audit for year (2018-2019)

Name of the Department: Electronics and communication Engineering

Name of Laboratory: Analog circuit Lab

Lab In charge: Mr Mangilal

Lab Technician: Mr Amit Jain

Audit Date: 21/04/2019

Session: 2018-2019

Members of Staff Present:

1. Mr. Mangilal
2. Mr. Rakesh
3. Dr Prerak Bhardwaj

Sr. No.	Comments	Action Taken	Remark
1	Stock register verified in all terms and good condition.	Letter send to lab in charge for physical verification	Physical verification Has been done
	Setting arrangement and the way to put kit in the lab is not right	Letter send to lab technician regarding proper arrangement of setting and kit should be arranged	kit properly maintained and setting arrangement also proper way has been done
2	Master copy of lab manual Not available	Letter send to faculty regarding update of the lab manual and also increase the availability of lab manual copy for students	Lab-manual update also
3	Monitoring time to time and match All equipment with syllabus of lab.	Advice to lab in charge for physical verification	Physical verification done
5	Requirement for some kit maintenance as per RTU syllabus	Requirement letter is issued regarding need of consumable Item	Requirement has been full fill
6	Need some Consumable Item need for maintenance like solder, extra component	Letter send to lab in charge and lab technician for prepare NOTE SHEET according to Lab requirement	Requirement has been full fill

Signature of Lab Technician

Signature of Lab In charge

Signature of the Lab Audit Experts

- (1)
- (2)
- (3)

Head of the Department
Electronics Engineering
JECRC Jaipur

Signature of the HOD

Head of the Department
Electronics & Communication Engineering
JECRC Jaipur



JAIPUR ENGINEERING COLLEGE
AND RESEARCH CENTRE

JAIPUR ENGINEERING COLLEGE AND RESEARCH CENTRE

JECRC Campus, Shri Ram Ki Nangal, Via-Vatika, Jaipur

Department of Electronics & Communication Engineering

Lab Audit for year (2019-2020)

Name of the Department: Electronics and Communication Engg.

Name of Laboratory: Digital Electronics Lab

Lab In charge: Mr. Honey Agarwal

Lab Technician: Mr. Ramotar Saini

Audit Date: 21/04/2019

Session: 2019-2020

Members of Staff Present:

1. Mr. Shyam Sunder Manaktala
2. Dr. Rajesh Bhatija
3. Dr. Prerak Bhardwaj

Sr. No.	Comments	Action Taken	Remark
1	Kit is not working	Maintenance latter is issued to lab technician regarding proper maintenance of kit	Maintenance is done and kit is working
2	Students record available & checked properly	Letter send to faculty to keep 5 record of last year	5 record last year has been put
3	Students batch list missing	Advice regarding update of the student list with batch wise	Student list update with batch wise
4	Lab infra properly maintained but some sockets is broken	Letter send to floor in charge to maintain socket of lab	Socket of lab has been prepared
5	Consumable Item missing for maintenance equipment like solder, cutter component	Letter send to lab in charge and lab technician for prepare note sheet according to lab requirement	Requirement has been full fill
6	Master copy of lab manual available.	Letter send to faculty regarding update of the lab manual	Lab manual update as per syllabus
7	Properly cover all syllabus.	No action require	NA
8	Stock register verified in all terms and condition is good.	Latter send for Physical verification by lab in charge	Physical verification has been done

Signature of Lab Technician

Signature of Lab In charge

Signature of the Lab Audit Experts

- (1) [Signature]
- (2) [Signature]
- (3) [Signature]

Head of the Department
Electrical Engineering
JECRC Jaipur

Signature of the HOD

Head of the Department
Electrical Engineering
21-4-19



JAI PUR ENGINEERING COLLEGE
AND RESEARCH CENTRE

JAI PUR ENGINEERING COLLEGE AND RESEARCH CENTRE

JECRC Campus, Shri Ram Ki Nangal, Via-Vatika, Jaipur

Department of Electronics & Communication Engineering

Lab Audit for year (2019-2020)

Name of the Department: Electronics & Communication

Name of Laboratory: Analog & Digital Communication

Lab In charge: Rakesh Kardam

Lab Technician: Sitaram Saini

Audit Date: 21/04/2019

Session: 2019-2020

Members of Staff Present:




1. Mr. Shyam Sunder Manaktala
2. Dr. Rajesh Bhatija
3. Dr Prerak Bhardwaj

Sr. No.	Comments	Action Taken	Remark
1	Stock register verified in all terms and condition is good.	Letter send for physical verification by lab in charge	Physical verification has been done
2	AM transmitter kit is not working	Maintenance letter is issued to lab technician regarding proper maintenance of kit	Maintenance is done and kit is working
3	Lab infra properly maintained but some sockets found out of order	Letter send to floor in charge to maintain socket of lab	Socket of lab has been prepared
4	Students list with batch wise missing	Advice regarding update of the student list with batch wise	Student list update with batch wise
5	Master copy of lab manual available. but Some copy is not available for students	Letter send to faculty regarding update of the lab manual	Lab manual update as per syllabus
6	FM trainer kit is not working	Maintenance letter is issued to lab technician regarding proper maintenance of kit	Maintenance is done and kit is working
7	Properly cover all syllabus.	No action require	NA

Signature of Lab Technician 

Signature of Lab In charge

Signature of the Lab Audit Experts

- (1) 
- (2) 
- (3) 

Head of Department
Electronics & Communication Engineering
JECRC
21/04/19

Signature of the HOD

Head of the Department
Electronics & Communication Engineering.



JAI PUR ENGINEERING COLLEGE
AND RESEARCH CENTRE

JAI PUR ENGINEERING COLLEGE AND RESEARCH CENTRE

JECRC Campus, Shri Ram Ki Nangal, Via-Vatika, Jaipur

Department of Electronics & Communication Engineering

Lab Audit for year (2019-2020)

Name of the Department: Electronics and communication Engg.

Name of Laboratory: DSDL Lab

Lab Incharge: Mr. Lokesh Sharma

Lab Technician: Mr. Hemant Vashishtha

Audit Date: 21/04/2019

Session: 2019-2020

Members of Staff Present:

1. Mr. Shyam Sunder Manaktala

2. Dr. Rajesh Bhatija

3. Dr. Prerak Bhardwaj

Sr. No.	Comments	Action Taken	Remark
1	Students list with batch wise missing	Advice regarding update of the student list with batch wise	Student list update with batch wise
2	Students record available & checked properly	Letter send to faculty to keep 5 record of last year	5 record last year has been kept
3	Equipment is not functioning as proper output	Maintenance letter is issued to lab technician regarding proper maintenance of kit	Maintenance is done and kit is working
3	Lab infra properly maintained but some sockets is broken	Letter send to floor in charge to maintain socket of lab	Socket of lab has been prepared
4	Consumable items is missing	Letter send to lab in charge and lab technician for prepare note sheet according to lab requirement	Requirement has been full fill
5	Experiment list was missing from display board	Letter send to lab technician to arrange display board according to RTU scheme	Display board arranged properly
6	Properly cover all syllabus.	No action require	NA
7	Stock register verified in all terms and condition is good.	Letter send for physical verification by lab in charge	Physical verification has been done

Signature of Lab Technician

Signature of Lab In charge

Signature of the Lab Audit Experts

(1)

(2)

(3)

Signature of the HOD

Head of the Department
Electronics & Communication Engineering
JECRC, Jaipur
21-4-19



JAIPUR ENGINEERING COLLEGE
AND RESEARCH CENTRE

JAIPUR ENGINEERING COLLEGE AND RESEARCH CENTRE

JECRC Campus, Shri Ram Ki Nangal, Via-Vatika, Jaipur

Department of Electronics & Communication Engineering

Lab Audit for year (2019-2020)

Name of the Department: Electronics & Communication Engineering

Name of Laboratory: Microcontroller Lab

Lab In charge: Nishi Atray

Lab Technician: Ramotar Saini

Audit Date: 21/04/2019

Session: 2019-2020

Members of Staff Present:

1. Mr. Shyam Sunder Manaktala
2. Dr. Rajesh Bhatija
3. Dr. Prerak Bhardwaj

Sr. No.	Comments	Action Taken	Remark
1	Stock register verified and match all item physically with stock entry	Letter send to lab in charge for physical verification	Physical verification has been done
2	Some kit is required as per RTU syllabus	Letter send to lab in charge and lab technician for prepare note sheet according to lab kit requirement as per RTU syllabus and requirement generated	Requirement fulfil 9/04/2019 all kit is available
3	Lab manual some copy of manual should need for students	Letter send to faculty regarding update of the lab manual and also increase the availability of lab manual copy for students	Lab manual update also
4	Display board maintained but student list and RTU syllabus scheme missing	Letter send to lab technician to maintain and display the notice board RTU scheme	Display board updated
6	Lab infra properly maintain but light is not proper	Letter send to floor in charge for tube light to be installed	Tube light has been installed
7	Need some tool need for maintenance	Letter send to lab in charge and lab technician for prepare note sheet according to lab requirement	Requirement has been full fill
8	Bill available	No action require	Advice to keep maintain the bill file

Signature of Lab Technician

Signature of Lab In charge

Signature of the Lab Audit Experts

(1)

(2)

(3)

Head of Department
Electrical Engineering

Signature of the HOD

21-7-19



JAIPUR ENGINEERING COLLEGE
AND RESEARCH CENTRE

JAIPUR ENGINEERING COLLEGE AND RESEARCH CENTRE

JECRC Campus, Shri Ram Ki Nangal, Via-Vatika, Jaipur

Department of Electronics & Communication Engineering

Lab Audit for year (2019-2020)

Name of the Department: Electronics and communication Engg.

Name of Laboratory: Microprocessor Lab

Lab In charge: Dr S.K.Singh

Lab Technician: Mr Hemant Vashishtha

Audit Date: 21/04/2019

Session: 2019-2020

Members of Staff Present:

1. Mr Shyam Sunder Manaktala
2. Dr Rajesh Bhatija
3. Dr Prerak Bhardwaj

Sr. No.	Comments	Action Taken	Remark
1	Master copy of lab manual available. lab manual copy is not available for students	Letter send to faculty regarding update of the lab manual	Lab manual update as per syllabus
2	Students record available & checked properly not match with original output and expected output	Letter send to faculty to keep 5 record of last year	5 record last year has been kept
3	Some resistors missing & display of microprocessor kit are faulty	Maintenance letter is issued to lab technician regarding proper maintenance of kit	Maintenance is done and kit is working
4	There is no proper seating arrangement in the lab for students also equipment not proper arrange	Letter send to lab technician regarding proper arrangement of seating and equipment should be arranged proper	kit properly maintained and seating arrangement also proper way has been done
5	Lab infra properly maintained but some sockets is broken	Letter send to floor in charge to maintain socket of lab	Socket of lab has been prepared
6	Stock register verified	Letter send for physical verification by lab in charge (frequently)	Physical verification has been done
7	There is no process available to create group of students in the lab	Advice regarding update of the student list with batch wise	Student list update with batch wise

Signature of Lab Technician

Signature of Lab In charge

Signature of the Lab Audit Experts

- (1) [Signature]
- (2) [Signature]
- (3) [Signature]

Signature of the HOD

Department of Electronics & Communication Engineering
JECRC Jaipur

21-4-19



JAIPUR ENGINEERING COLLEGE
AND RESEARCH CENTRE

JAIPUR ENGINEERING COLLEGE AND RESEARCH CENTRE

JECRC Campus, Shri Ram Ki Nangal, Via-Vatika, Jaipur

Department of Electronics & Communication Engineering

Lab Audit for year (2019-2020)

Name of the Department: Electronics and Communication Engg.

Name of Laboratory: Electronic Devices Lab

Lab In charge: Mr Mangilal

Lab Technician: Mr Amit Jain

Audit Date: 21/04/2019

Session: 2019-2020

Members of Staff Present:

1. Mr Shyam Sunder Manaktala
2. Dr Rajesh Bhatija
3. Dr Prerak Bhardwaj

Sr. No.	Comments	Action Taken	Remark
1	Kit is not working (FET characteristics)	Maintenance letter is issued to lab technician regarding proper maintenance of kit	Maintenance is done and kit is working
2	Students record available & checked properly	Letter send to faculty to keep 5 record of last year	5 record last year has been kept
3	Students list with batch wise missing and not proper configuration of batch distribution	Advice regarding update of the student list with batch wise	Student list update with batch wise
4	Lab infra properly maintained but some sockets found out of order	Letter send to floor in charge to maintain socket of lab	Socket of lab has been prepared
5	Consumable item missing for maintenance equipment like solder, cutter component	Letter send to lab in charge and lab technician for prepare note sheet according to lab requirement	Requirement has been full fill
6	Master copy of lab manual available. lab manual copy is not available for students	Letter send to faculty regarding update of the lab manual	Lab manual update as per syllabus
7	Properly cover all syllabus.	No action require	NA
8	Stock register verified in all terms and condition is good.	Letter send for physical verification by lab in charge	Physical verification has been done

Signature of Lab Technician

Signature of Lab In charge

Signature of the Lab Audit Experts

- (1) Head of the Department
- (2) Head of the Department
- (3) Head of the Department

Signature of the HOD

Head of the Department
21-4-19
Electronics & Communication Engineering



JAIPUR ENGINEERING COLLEGE
AND RESEARCH CENTRE

INTERNAL AUDIT CORRECTION REPORT

Department Of Electronics and Communication Engineering

DQAC	1) Dr. Sandeep Vyas (Chair) 2) Dr. S K Singh 3) Dr. Vinita Mathur 4) Dr. Parul Tyagi 5) Dr. Rajesh Bathija	DATE	17/07/2020
PROCESS	Academic Process		
Auditors	Dr. Prerak Bhardwaj Program Coordinator (Electrical Engineering Dept.)	Auditees	Electronics and Communication Engineering Department
Observers	1) Mr. Bhoopesh Kumawat (Assistant Professor, ECE Dept.) 2) Mr. Gopal Tiwari (Assistant Professor, EE Dept.)		

Academic year 2019-20

Sr. No	Observation	Type	Correction
1	All Academic Process	In Progress	Plan the activities as per the Academic calendar and also to fulfill the gap in university defined syllabus and need of Industries. Associate the best from the department related to particular tasks.
2	Course File	Done	Indexing with proper sequencing shall be done
3	PO and PEOs and CO and PSO's	Ongoing	COs need to be framed as per the discussion.
4	Mapping	Ongoing	Mapping needs to be verified once again.
5	Student Feedback Analysis Index	Ongoing	Data must be kept saved in Google-sheets and summary report must be maintained too.
6	Industry Feedback Analysis Index	Not Done	Industries must be sent a well-fabricated feedback form and request them to fill.
7	Alumni Feedback Analysis Index	Very Less	Must take help from Alumni cell and call alumnus personally for filling the form
8	Remedial Lectures /Mentoring File	Done	Minutes of Meeting shall be formed
9	Advance Learners	Done	Associate them with specific activities
10	Slow Learners' Efforts Taken	Done	Special lectures, Re-test shall be taken. Also mentor them for betterment.
11	Add-On Courses	Ongoing	Map the courses with POs and PSOs and maintain a Lecture in Soft (PDF/PPT/Video) as well as Hard copy.

Head of the Department
Electronics and Communication Engineering

12	Seminars/Guest Lectures	Ongoing	A Report of the activity with all details must be submitted to department in Soft as well as Hard copy with Recording/PPT/Video.
13	Social Activities/ Ethical/Moral Value Education	Ongoing	Map the activities with POs and submit a report to department in soft as well as Hard copy with related photographs.
14	Higher Education data	Insufficient	Data needs to be completed with the help of Alumni-Cell and calling each Alumni
15	Internship data	Done	Maintain Data in form of Google-sheets with PO/PSO-Mapping of the Training-Areas.
16	Student final year project	Ongoing	Maintain Data in form of Google-sheets with all Evaluation-sheets
18	All Files (Sample Tested)	Done	All sample files must be checked and verified by DQAC and department Head
19	Previous Students' Punched Old Files, Exam Record	Done	Maintain at least 5 records per Subject/Laboratory/Exam/Faculty
20	Existing Submission	Ongoing	Maintain all data in soft as well as hard print after softcopy verified by authorities.
21	Training needed Identification Teaching, Non-Teaching	-	An Ethical, Technical and Documentation related training for Teaching/Non-teaching staff of the department must be there in start of every semester.
22	Budget	Ongoing	Keep a Softcopy in form of Google-Sheets separately maintained for Consumables/ Non-consumables/ Transferrable Items etc.
23	Library Details	Done	Keep a Softcopy in form of Google-Sheet and define a mechanism to keep the bank updated and also maintain a drive for soft-copy of categorized technical/non-technical books.
24	FDP/Publications	Done	Keep a Softcopy in form of Google-Sheets with PO/PSO mapping. Also keep a track of technologies/trainings for which Faculty/students must be updated for.
25	Curricular and Co-Curricular Activities	Done	Maintain a Report for each activity with proper details and related photographs in Softcopy

Head of the Department
Electrical Engineering
JECRC Jaipur

Dr. Prerak Bhardwaj
(Auditor)
Program Coordinator
Electrical Engineering

Mr. Bhoopesh Kumawat
(Observers)
Assistant Professor, ECE Dept.

Mr. Gopal Tiwari
(Observers)
Assistant Professor, EE Dept.

Principal:

20/7/2020
Program Coordinator
Electronics and Communication Engineering

Head of the Department
Electronics & Communication Engineering
JECRC, Jaipur



JAIPUR ENGINEERING COLLEGE
AND RESEARCH CENTRE

JAIPUR ENGINEERING COLLEGE AND RESEARCH CENTRE

JECRC Campus, Shri Ram Ki Nangal, Via-Vatika, Jaipur

Department of Electronics & Communication Engineering

Format for Academic Audit (2019-20)

Name of the Department: Electronics & Communication Engineering

Date: 25/07/2020

Academic Audit Experts:

1. **Name:** Dr. Vibhakar Pathak

Designation: Professor, Department of Computer Science

Affiliation: Arya College of Engineering and IT, Jaipur, Rajasthan (India)

2. **Name:** Mr. Anuj Tyagi

Designation: Operation Head

Affiliation: R. S. Tele Solutions Pvt. Ltd.

Members of Staff Present: 1) Dr. Sandeep Vyas

2) Dr. S K Singh

3) Dr. Vinita Mathur

4) Dr. Parul Tyagi

5) Dr. Rajesh Bathija

6) Dr. Neha Singh

7) Dr. Girraj Sharma

Criterion	Items	Verification Yes / No	Comments	Suggestions for improvement
1) Curriculum	Steps followed in the designing of syllabus & curriculum	Yes	DQAC acts as designer of the same (Hierarchical method adopted)	Role of Alumnus shall be included
	Contents of the Curriculum	Yes	Additional topics other than Univ. defined syllabus are added as per requirement	Can include suggestions from Professors of other universities
	Validation Done	Yes	Checked the Course-Plan of subjects taught	More practical /industrial aspects can be included



JAIPUR ENGINEERING COLLEGE
AND RESEARCH CENTRE

JAIPUR ENGINEERING COLLEGE AND RESEARCH CENTRE

JECRC Campus, Shri Ram Ki Nangal, Via-Vatika, Jaipur

	IDC / EDC	No	-	-
	Credits allotted / distribution-logic	Yes	University (RTU) defined Credits	-
2. Curriculum Transaction	Teaching Methods & Teaching Aids	Yes	Through Black/White Boards, Expert Lectures/Talks, workshops, etc.	Lectures from Industry personals can also be included
	E-learning modules	Yes	Utilization of NPTEL content, Swayam Lectures, Youtube Video Lectures, etc.	Content from renowned universities can also be taken as reference
	Project work UG/PG	Yes	Curriculum as well as beyond Curriculum Inter-disciplinary projects, Hackathon projects from 2 nd year onwards	External Participation must be increased
	Internal Assessment Components - Uniqueness	Yes	Unit Tests/MTTs are there for assessment of students with proper marks distribution and good evaluations	Step marking must be there in evaluation rather than only in solution making.
	Student Support - Remedial Coaching	Yes	Student-groups are provided with mentors who listen and rectify the issues related to academics/non-academics	Mentors must be in communication with their respective parents too
	Parents Open House Meeting-Evaluation of Student's Progress	No	Is Not Sufficient	Regular PTMs shall be there (at least Twice a Semester)
	Feedback from Students	Yes	Online/Offline (Through Mentors) feedback system is there	Action taken after such kind of feedback analysis must also be put on paper with relevance.
	Steps taken on the Feedback	Yes	Common issues are discussed in department meetings and concerned faculties are informed	Efficient support system can be designed by involving

Head of the Department



JAIPUR ENGINEERING COLLEGE
AND RESEARCH CENTRE

JAIPUR ENGINEERING COLLEGE AND RESEARCH CENTRE

JECRC Campus, Shri Ram Ki Nangal, Via-Vatika, Jaipur

			personally about such issues	student coordinators
3. Faculty Profile	Projects completed / on going	No	Data Insufficient	Need to work in this area to grab some granted-projects
	Seminars / Conferences attended	Yes	Monthly updating is done through Google sheet entries	Has to increase the numbers
	Papers / Articles / Books published	Yes	Monthly updating is done through Google sheet entries	Has to increase the numbers
	FDP / RC / OC / Training Program / Workshop	Yes	Very less in numbers	Outside participation must be increased
	Preparation of e-learning materials / Content	Yes	Videos on Labs along with lectures are there but not in ample quantity	Faculties must be motivated to deliver at least 40% of content through this mode
	Acted as resource persons	No	Faculty participation external to institute is very less	Faculty must improve on this
4. Profile of Students	Demand ratio (Applications received versus Sanctioned Strength)	Yes	620/660 Not full Intake	Must work to fill the seats sanctioned to the department by RTU
	Students Involvement in Extra-Curricular & Co-Curricular Activities	Yes	Clubs for co-curricular and extra-curricular activities are formed and students are actively participating in the same and data is well maintained	External participation must be increased
	Study Tour / Industrial Visits / Exhibitions / Internship / Training	Yes	Industrial visit and Trainings are there on a regular basis But very less study tours/exhibitions	Need to increase the number of student participation and also start study tours to good universities



JAIPUR ENGINEERING COLLEGE
AND RESEARCH CENTRE

JAIPUR ENGINEERING COLLEGE AND RESEARCH CENTRE

JECRC Campus, Shri Ram Ki Nangal, Via-Vatika, Jaipur

	Achievements	Yes	As participation of students outside campus is very less so very less achievements outside But In-house achievements are well maintained	Need to motivate the students and develop a financial system to support this
5. Infrastructure in the Department	No. of Classrooms	Yes	9 Lecture Rooms for 11 Sections	Sufficient lecture rooms
	No. of Laboratories	Yes	10 Branch specific Labs + 3 Computer Labs + 2 additional Labs for Club activities	Ample Laboratories
	No. of Computers - for Teachers	-	Faculties carry their own Laptops and Wi-Fi facility to all is provided by department. Each lab has some extra PCs that are utilized by faculties.	A separate computer lab (8-10 systems) can be developed for use of faculties only
	No. of Computers - for Students	Yes	While batch size of student is 20 but each lab has 24 computers (24x3 = 72 Systems plus 3-4 systems for EC labs)	Sufficient no. of computers are there but need to improve their configurations along with the software
	No. of Computers - Research Scholars	Yes	Each lab has some extra PCs that are utilized by faculties/students for this purpose	Research oriented software need to be installed
	No. of Instruments	Yes	Stock file for each lab is checked and verified randomly physically for each lab.	Faulty instruments need to be corrected.
6. Activities of the Department	MoUs signed	Yes	Currently with TechieNest for Embedded related Trainings and Projects and E-ICCOMET for Research paper publishing.	Department is advised to sign long term MOUs so that some stuff can be delivered on the part of quality education and career thereafter.



JAIPUR ENGINEERING COLLEGE
AND RESEARCH CENTRE

JAIPUR ENGINEERING COLLEGE AND RESEARCH CENTRE

JECRC Campus, Shri Ram Ki Nangal, Via-Vatika, Jaipur

	Consultancy	Yes	Few Faculties are in the field to provide consultancy related to Career, Content writing, Projects, Marketing, etc.	Number is limited. Has to motivate the faculties to spare some time for such activities.
	Collaborations	Yes	With Verispire Inc. for IPR	Participation/Applications are less in number. It must be increased so that it can reflect the years of experience of department.
	Association Meetings	Yes	Regarding the International and National conference in association with Student Chapters of OSA and IETE	Tie-ups for International and National conference must be in associations with Scopus, SCI, etc. indexed
	Guest lectures	Yes	Very few guest lectures and those ones are not professor-level	Professor-level faculties from prominent institutes shall be approached
	Conference / Seminar /Workshop conducted	Yes	2 conferences, 3 workshops and 4 Seminars	Need to increase the numbers
	Extension Activity	Yes	Department involvement in various social activities is remarkable and the events that department participated enthusiastically are Blood Donation, Zarurat, Tree plantation, Evening classes, etc.	Some more social requirements must be taken care of with faculty participation too.
	Interaction with Industry / Research Centres /	Yes	For Industrial visit and Placements only	Interactions can be extended for Internships /

Head of the Department



JAIPUR ENGINEERING COLLEGE
AND RESEARCH CENTRE

JAIPUR ENGINEERING COLLEGE AND RESEARCH CENTRE

JECRC Campus, Shri Ram Ki Nangal, Via-Vatika, Jaipur

	Educational Institutions			Research and also for collaborations
	Newsletters / Magazine	Yes	Twice a year with name "Ujjwalam" reflecting the highlights of activities conducted within department	Student involvement must be there
	Placement	Yes	155 Out of 240 students (65%) got placed (105 Inset plus 50 Outset)	Need to improve on these numbers and kind of companies

Please comment on SWOT Analysis:

Strength:

- Motivated and Proactive faculty members who deliberately find ways to improve the students' performance and also works for self-updating too.
- Teaching-Learning environment through resource utilization is Good.
- Examinations, Evaluations and measures to improve on students' performance is commendable.

Weakness:

- Research part in terms of levelled paper publishing must be improved.
- Parents' involvement through regular meetings shall be there to improve facility-wise as well as performance-wise.

Opportunities:

- Students' outside participation can be improved which will give them a global platform.
- Students can be clubbed with faculties for funded-projects as well as for writing research papers.
- Opportunities for Internship/Job can be extracted out with industry interactions.

Challenges:

- Modern Equipment / Set-Ups / Software shall be added in labs.
- Communication skill/personality development classes for students shall start from 1st year so that it can help in placements.



JAIPUR ENGINEERING COLLEGE
AND RESEARCH CENTRE

JAIPUR ENGINEERING COLLEGE AND RESEARCH CENTRE

JECRC Campus, Shri Ram Ki Nangal, Via-Vatika, Jaipur

Best Practice (s) / Innovations of the Department:

- Mentoring for students is a good initiative.
- Recording of experiments of various laboratories.

Future of the Department:

- The department is working in all dimensions e.g. in Students' continuous development through a well-defined syllabus, utilizing various delivery modes for teaching, proper evaluation and continuous improvement through various mechanisms and also in the field of Faculty development.
- There is a continuous improvement in the performance of department in terms of University Results, Student-Placements, Knowledge Impart, Industrial Interactions, Socio-cultural Involvement and Research in terms of papers and product development.
- As a mature department, there is a need now to inculcate some novel approaches that are a part of established institutions e.g. Student and Faculty-Exchange Programs, State of Art Lab development, Health-Club, regular Alumni Meets, etc. to keep the students/faculty updated with latest technological developments and to cater the needs of Industry.

Signature of the HOD with Seal

25/7/2020
(Dr. Sandeep Tyagi)
Head of the Department
Electronics & Communication Engineering
JECRC, Jaipur

Signature of the Academic Audit Experts

1) Name: Dr. Deblakar
Pabak

Signature:
08/12

2) Name: Atyagi
Anuj Tyagi
operation Head.

Signature:

PRINCIPAL