



No. KITS/Acad/Circular/2022/130

Date: 01/09/2022

CIRCULAR

Sub: Action Plan for Filling e-SAR for M.Tech – CE, ME, EEE and CSE Departments

In view of NBA accreditation for M.Tech– **Structural Engineering & Construction (SE&C), Design Engineering (DE), Power Electronics (PE) and Software Engineering (SE)**, the HoDs of CE, ME, EEE and CSE Departments are requested to adhere to the following action plan.

NOTE:

1. *Hard copy signed by HoD to be sent to the Dean AA.*
2. *Soft Copy of e-SAR to be retained in the concerned department.*
3. *Updated e-SAR to be prepared by concerned department during NBA visit (**doc file for printing and handing over to NBA team**).*
4. *Department Budget details shall be collected from accounts section to all NBA going departments.*
5. *Students Placement Data will be prepared by TPO in association with the concerned NBA going departments.*
6. *HoDs & TPO to follow the templates given in the previous NBA visit.*
7. *Fill the online e-SAR as below time line.*

S. No.	Action	Due Date (on or before)
1.	Pre-qualifier – PG	Completed on 24.08.2022
2.	Faculty list (UG – Faculty, FY – Faculty, PG – Faculty) A.Y – 2022-23 CAY – 2021-22 CAYm1 – 2020-21 CAYm2 – 2019-20	06.09.2022 (Tue)
3	PART A: Institutional Information Note: To be completed by Dean AA (A copy of filled e-SAR to be mailed to deanaa@kitsw.ac.in)	06.09.2022 (Tue)
4	PART B: Departmental Information 1. State the Vision and Mission of the Department 2. Justification of consistency of the Department Vision and Mission with the Institute Vision and Mission 3. Details of all UG & PG Programs offered by the department 4. State the Program Educational Objectives (PEOs) for the PG program(s) under consideration for accreditation. Note: To be completed by Concerned HoD (CE/ME/ EEE/CSE) (A copy of filled e-SAR to be mailed to deanaa@kitsw.ac.in)	09.09.2022 (Fri)
5	PART B: Program Level Criteria CRITERION 1 Program Curriculum and Teaching – Learning Processes	14.09.2022 (Wed)

	<p>1.1. Program Curriculum</p> <p>1.1.1 State the process for designing the program curriculum</p> <p>1.1.2. Structure of the curriculum</p> <p>1.1.3. State the components of the curriculum</p> <p>1.1.4. Overall quality and level of program curriculum</p> <p>1.2. Teaching Learning Processes</p> <p>1.2.1. Quality of end semester examination, internal semester question papers, assignments and evaluation</p> <p>1.2.2. Quality of student projects</p> <p>1.2.3. Initiatives related to industry internship/summer training</p> <p>1.2.4. Participation of Industry professionals in curriculum development, as examiners, in major projects</p> <p>1.2.5. Quality of laboratory work given</p> <p>Note: To be completed by Concerned HoD (CE/ME/ EEE/CSE) (A copy of filled e-SAR to be mailed to deanaa@kitsw.ac.in)</p>	
6	<p>PART B: Program Level Criteria</p> <p>CRITERION 2 Program Outcomes and Course Outcomes</p> <p>2.1 Establish the connect between the courses and the Pos</p> <p>2.2 Attainment of Program Outcomes</p> <p>2.2.1 Describe the assessment processes used to gather the data upon which the evaluation of Course Outcome is based</p> <p>2.2.2 Pos attainment levels with observations</p> <p>Note: To be completed by Concerned HoD (CE/ME/ EEE/CSE) (A copy of filled e-SAR to be mailed to deanaa@kitsw.ac.in)</p>	22.09.2022 (Thu)
	<p>PART B: Program Level Criteria</p> <p>CRITERION 3 Students' Performance</p> <p>3.1 Enrolment Ratio through GATE</p> <p>3.2. Success Rate in the stipulated period of the program</p> <p>3.3. Placement, Higher Studies and Entrepreneurship</p> <p>3.4. Professional Activities</p> <p>3.4.1. Students' participation in professional societies/chapters and organizing engineering events</p> <p>3.4.2. Students' Publications</p> <p>Note: To be completed by Concerned HoD (CE/ME/ EEE/CSE) (A copy of filled e-SAR to be mailed to deanaa@kitsw.ac.in)</p>	17.09.2022 (Sat)
S. No.	Action	Date(s)
8	<p>PART B: Program Level Criteria</p> <p>CRITERION 4 Faculty Contributions</p> <p>4.1. Student-Faculty Ratio (SFR)</p> <p>4.2. Faculty competencies in the area of Program specialization</p> <p>4.2.1. Faculty competency in the domain area (Strength of correlation of the specialization of faculty with program specialization)</p> <p>4.2.2. Faculty Research Publication (Patents, Journals and Conferences)</p> <p>4.2.3. Faculty Development work (Details such as program title, description, duration, resource person, type of training, training methodology, participants, etc.) Separate details for the programs organized and the programs participated outside the institution)</p> <p>4.3. Faculty as participants in Faculty development /training</p>	17.09.2022 (Sat)

	<p>Activities /STTPs (<i>Relevance of the training/development program. No of days; No. of faculty</i>)</p> <p>4.4. Research and development</p> <p>4.4.1. <i>Sponsored Research (Documentary evidence; Funding agency, Amount, Duration, Research progress; Outcome)</i></p> <p>4.4.2. <i>Consultancy (from Industry) (Documentary evidence; Funding agency, Amount, Duration, Research progress; Outcome)</i></p> <p>Note: To be completed by Concerned HoD (CE/ME/ EEE/CSE) (A copy of filled e-SAR to be mailed to deanaa@kitsw.ac.in)</p>	
9	<p>PART B: Program Level Criteria</p> <p><i>CRITERION 5 Laboratories and Research Facilities</i></p> <p>5.1. Adequate and well equipped laboratories, and technical manpower (A. <i>Adequate well-equipped laboratories to run all the program-specific curriculum</i> B. <i>Availability of adequate and qualified technical supporting staff</i>)</p> <p>5.2. Research facilities/center of excellence</p> <p>5.3 Access to laboratory facilities, training in the use of equipment</p> <p>Note: To be completed by Concerned HoD (CE/ME/ EEE/CSE) (A copy of filled e-SAR to be mailed to deanaa@kitsw.ac.in)</p>	17.09.2022 (Sat)
11	<p>PART B: Program Level Criteria</p> <p><i>CRITERION 6 Continuous Improvement</i></p> <p>6.1. Actions taken based on the results of evaluation of each of the Pos</p> <p>6.2 Improvement in Quality of Projects</p> <p>6.3. Improvement in Placement, Higher Studies and Entrepreneurship</p> <p>6.4 Improvement in the quality of students admitted to the program</p> <p>6.5 Improvement in quality of paper publication</p> <p>6.6 Improvement in laboratories</p> <p>Note: To be completed by Concerned HoD (CE/ME/ EEE/CSE) (A copy of filled e-SAR to be mailed to deanaa@kitsw.ac.in)</p>	30.09.2022 (Fri)
12	MOCK INSPECTION - 1	08.10.2022 (Sat)
13	MOCK INSPECTION - 2	15.10.2022 (Sat)


PRINCIPAL

To

The HoD CE, HoD ME, HoD EEE and HoD CSE, HoD M&H, HoD PS

Copy to:

1. *The Chairman, KITSW*
2. *Dean, Academic Affairs*
3. *CoE*
4. *TPO*
4. *AO*
5. *Academic Section*