



No.32 /OP/KITS/2021

Date: 09/12/2021

## CIRCULAR

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

In view of NBA reaccreditation under Tier -1 format 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.**
4. **Department Budget details will be sent by Dean AA to all NBA going departments**
5. **Students Placement Data will be prepared by TPO in association with the concerned NBA going HoDs.**
6. **HoDs & TPO to strictly follow the templates provided by Dean AA.**

S. No.	Action	Due Date (on or before)
1.	Pre-qualifier - PG	20.12.2021 (Mon)
2.	Faculty list (UG - Faculty, FY - Faculty, PG - Faculty ) <b>CAY - 2020-21</b> <b>CAYm1 - 2019-20</b> <b>CAYm2 - 2018-19</b>	13.12.2021 (Mon)
3	<b>PART A: Institutional Information</b>  Note: To be completed by Dean AA (A copy of filled e-SAR to be mailed to <a href="mailto:deanaa@kitsw.ac.in">deanaa@kitsw.ac.in</a> )	13.12.2021 (Mon)
4	<b>PART B: Departmental Information</b>  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 <a href="mailto:deanaa@kitsw.ac.in">deanaa@kitsw.ac.in</a> )	13.12.2021 (Mon)
5	<b>PART B: Program Level Criteria</b> <b>CRITERION 1 Program Curriculum and Teaching - Learning Processes</b>	06.01.2022 (Thu)

	<p><b>1.1. Program Curriculum</b></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><b>1.2. Teaching Learning Processes</b></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><b>Note: To be completed by Concerned HoD (CE/ME/ EEE/CSE)</b> (A copy of filled e-SAR to be mailed to <a href="mailto:deanaa@kitsw.ac.in">deanaa@kitsw.ac.in</a>)</p>	
6	<p><b>PART B: Program Level Criteria</b></p> <p><b>CRITERION 2 Program Outcomes and Course Outcomes</b></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><b>Note: To be completed by Concerned HoD (CE/ME/ EEE/CSE)</b> (A copy of filled e-SAR to be mailed to <a href="mailto:deanaa@kitsw.ac.in">deanaa@kitsw.ac.in</a> )</p>	31.01.2022 (Mon)
	<p><b>PART B: Program Level Criteria</b></p> <p><b>CRITERION 3 Students' Performance</b></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><b>Note: To be completed by Concerned HoD (CE/ME/ EEE/CSE)</b> (A copy of filled e-SAR to be mailed to <a href="mailto:deanaa@kitsw.ac.in">deanaa@kitsw.ac.in</a>)</p>	30.12.2021 (Thu)
<b>S. No.</b>	<b>Action</b>	<b>Date(s)</b>
8	<p><b>PART B: Program Level Criteria</b></p> <p><b>CRITERION 4 Faculty Contributions</b></p> <p>4.1. Student-Faculty Ratio (SFR)</p> <p>4.1.1. Faculty competencies in the area of Program specialization</p> <p>4.2.1. Faculty competency in the domain area.</p> <p>4.2.2. Faculty Research Publication</p> <p>4.2.3. Faculty Development work</p> <p>4.3. Faculty as participants in Faculty development /training activities /STTPs</p> <p>4.4. Research and development</p> <p>4.4.1. Sponsored Research</p>	30.12.2021 (Thu)

	4.4.2. Consultancy (from Industry)  Note: To be completed by Concerned HoD (CE/ME/EEE/CSE) (A copy of filled e-SAR to be mailed to <a href="mailto:deanaa@kitsw.ac.in">deanaa@kitsw.ac.in</a> )	
9	<b>PART B: Program Level Criteria</b> <b>CRITERION 5 Laboratories and Research Facilities</b> 5.1. Adequate and well equipped laboratories, and technical manpower 5.2. Research facilities/center of excellence 5.3 Access to laboratory facilities, training in the use of equipment  Note: To be completed by Concerned HoD (CE/ME/EEE/CSE) (A copy of filled e-SAR to be mailed to <a href="mailto:deanaa@kitsw.ac.in">deanaa@kitsw.ac.in</a> )	20.12.2021 (Mon)
11	<b>PART B: Program Level Criteria</b> <b>CRITERION 6 Continuous Improvement</b> 6.1. Actions taken based on the results of evaluation of each of the Pos 6.2 Improvement in Quality of Projects 6.3. Improvement in Placement, Higher Studies and Entrepreneurship 6.4 improvement in the quality of students admitted to the program 6.5 Improvement in quality of paper publication 6.6 Improvement in laboratories Note: To be completed by Concerned HoD (CE/ME/EEE/CSE) (A copy of filled e-SAR to be mailed to <a href="mailto:deanaa@kitsw.ac.in">deanaa@kitsw.ac.in</a> )	31.01.2022 (Mon)

  
PRINCIPAL

To

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

Copy to:

1. Secretary & Correspondent
2. Dean, Academic Affairs
3. CoE
4. AO
5. Academic Section