BABA FARID COLLEGE OF ENGG. & TECHNOLOGY

Academic and Administrative Audit

Odd Semester 2021-22

Principal
Baba Farid College of Engineering & Technology
BATHINDA.

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Academic Audit Committee:

1. Dr Jyoti Bansal, Principal, BFCET
2. Er RS Dhanoa, Assistant Director, BFGI
3. Dr Manish Bansal, Vice Pricipal, Baba Farid College
4. Dr Zaved Ahmed Khan, Dean Faculty of Sciences, Baba Farid College
5. Dr Manish Gupta, Professor, BFCET

Academic and Administrative Audit Process and schedule:

Name of Department	Date of Audit	Day
Department of Computer Science and Technology	28th Feb 2022	Monday
Department of Civil Engineering	01st March, 2022	Tuesday
Department of Mechanical Engineering	02nd March, 2022	Wednesday
Department of Electrical Engineering	03rd March, 2022	Thursday
College Activity Calendar Activity Audit	04th March 2022	Friday

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OBSERVATIONS

CURRICULAR ASPECT

- All the Departments prepare the lesson plan, course file and their respective Academic planner
- Academic Planner is followed specifically for MSTs and Internal Assessment but in some cases college not followed the academic calendar such as in conducting meetings and activities
- Internal Assessment is shown to the students after the semester
- 08 faculty members are members of BoS and Academic Council of MRSPTU and 01 Faculty member is also involved in Question Paper Setting
- College run the certificate courses in all departments. All the required documents are available for the same.
- Students of final and pre-final year have less interest in the Certificate courses in comparison to 1st & 2nd year students
- 20-25% of courses involves the Experiential Learning in university curriculum. In addition to it, for 15-20% courses, BFCET provides the experiential learning from itself and that in Project Work
- Management of the college provides the funding for the Live Projects of the students. The outcome of the same is that college had filed more than 10 Patents from these projects. Civil and Electrical department needs to put more efforts in the Project work
- Feedback on the curriculum from all the stakeholders is taken and then Analysis and Action Taken Report is prepared.

TEACHING LEARNING AND EVALUATION

- College had started to make the Mentor-Mantee register which is a good practice
- College bifurcates the slow and fast learner in accordance with the previous year marks of the student and then there after efforts are done on slow and fast learners, this is a good practice which could be more improved
- Co-Pos are displayed and attainment is calculated, should prepare the outcome based related document and reports as per the need of NBA accreditations
- Not all the Ph.D faculty is submitting the research project to government agencies
- Collaboration with CUP is functional, couple of research projects are submitted to Government Agencies. College also conducts the activities with collaborated industry

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INFRASTRUCTURE, LIBRARY AND ALUMNI

- College had prepared the department wise financial augmentation (which needs to be improved) it is good practice. Major focus is in Mechanical Department, so other departments should also be encouraged for the same
- IEEE has been subscribed by the college. In addition to it EBSCO is also subscribed by the sister concern institute that is BFCMT that is located in the same campus. Usage is somehow less for the same
- Soft Skill and communication skill programs needs to be streamlined and better documentation and reporting is required
- Career Guidance and Counselling sessions are conducted by the college
- College had registered the Alumni Association under Societies Act and expert lectures are conducted by the Alumni.
- Other require facilities such as ICT enabled Seminar halls , ICT enabled Class Rooms, Wi-Fi enabled class rooms in all the Blocks, RO Water Facility, Library with WiFi facility, Sports ground and Gym facility are available.
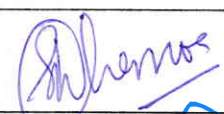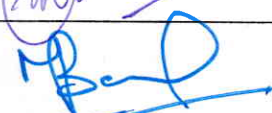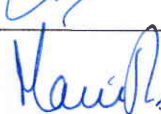
OVERALL SUGGESTIONS

- College can prepare the SoPs for the planning and execution of Certificate course
- College is delivering the Certificate Course well but it is better to take the suggestions from stakeholders such as Alumni, Industry and Students.
- In CSE 6 certificate courses are offered which is big in number

- Some courses on the advanced technology which will help in placement can be offered.
- Faculty should be motivated to do the MOOCs courses.
- Certificate courses offered by the college is not directly related to industry or new technologies so a feedback from industry, alumni etc. should be taken before offering the CC.
- Feedback Analysis Report should be shared with the respective departments
- College is giving the Live Projects to students is Quality can be improved with the involvement of Industry. A proper Policy/SoP could be prepared for the same.
- College must do the efforts to increase the Ph.D. faculty in its departments
- Efforts done on participative, experiential and problem solving could be improved
- More linkage and collaborations with industry is suggested for Certificate Course, Student Projects and research
- College should do the efforts to enhance the usage of subscribed E-Packages

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