MADANAPALLE INSTITUTE OF TECHNOLOGY & SCIENCE
(UGC-AUTONOMOUS INSTITUTION)

Affiliated to JNTUA, Ananthapuramu & Approved by AICTE, New Delhi
NAAC Accredited with A+ Grade, NIRF India Rankings 2021 - Band: 201-250 (Engg.)
NBA Accredited - B.Tech. (CIVIL, CSE, ECE, EEE, MECH, CST), MBA & MCA

INTERNAL QUALITY ASSURANCE CELL (IQAC)

List of Files to be Maintained in the BSH Department

1	Department budget and allocations
2	Admission – seats filled ((Students Name List)
3	Details of faculty student ratio
4	Faculty details with their service books, salary details, sample appointment letters, promotion and award letters/certificates
5	Faculty list with designation, qualification, joining date, publication, R & D, interaction details
6	List of faculty publications along with DOIs and publication/citation details
7	List of R & D and consultancy projects along with approvals and project completion reports.
8	List and proofs of faculty interaction with outside world
9	List of class rooms, faculty rooms
10	List of program specific lab (Chemistry) and computing facility (Computers,printers,etc) within department.
11	List of non-teaching staff with their appointment letters etc
12	List of short-term courses, workshop arranged and course-modules developed
13	Records of new program specific facility created, if any
14	Records of overall program specific improvements, if any
15	Curriculum & Program Outcomes
16	Mapping of course outcome with Program Outcomes
17	Course files, plan of course delivery, question papers, answer scripts, assignments, reports of assignments, list of laboratory experiments, reports of laboratory experiments etc.
18	Rubrics developed to validate the POs
19	Improvement in curriculum for mapping POs
20	Direct and indirect assessment to show attainment of POs
21	Collected forms of various indirect assessment tools (e.g. alumni survey, employer

MADANAPALLE INSTITUTE OF TECHNOLOGY & SCIENCE
(UGC-AUTONOMOUS INSTITUTION)

Affiliated to JNTUA, Ananthapuramu & Approved by AICTE, New Delhi
NAAC Accredited with A+ Grade, NIRF India Rankings 2021 - Band: 201-250 (Engg.)
NBA Accredited - B.Tech. (CIVIL, CSE, ECE, EEE, MECH, CST), MBA & MCA

INTERNAL QUALITY ASSURANCE CELL (IQAC)

	survey, etc.)
22	Academic calendars
23	Time tables and workload
24	List of additional experiments
25	List of software's
26	List of Seminars topics & doc given by students if any
27	Handouts/files along with outcomes, list of additional topics to meet the outcomes.
28	Set of question papers, assignments, evaluations schemes, etc.
29	Feedback form, analysis of feedback and corrective actions.
30	Documental feedback received from the stakeholders (e.g., industries, parents, alumni, financiers, etc.)
31	Department News Letter/Magazine
32	Students Mentor details Coordinator
33	Department meeting (other activities, Counseling & report)
34	MOODLE File
35	MITS-IMS File
36	AUDIT File (Records of academic audit and corrective measures taken in the last 3 years.)