



**MOHAN BABU UNIVERSITY**  
Sree Sainath Nagar, Tirupati – 517 102, A.P.  
(Established under Andhra Pradesh Private Universities  
(Establishment & Regulation) Act 2016 (Act No.3 of 2016))

MBU/IQAC/2024-25/03

Date: 17 July 2024

**CIRCULAR**

An External Academic and Administrative Audit for all Schools and Departments is scheduled on **24 July 2024** as part of the University's ongoing quality assurance, quality enhancement, and accreditation initiatives.

External experts will conduct the audit to evaluate academic and administrative processes, documentation practices, implementation of institutional policies, and adherence to established quality standards for the Academic Year 2023–24.

All Schools and Departments are requested to extend necessary cooperation and ensure that all relevant records and supporting documents are kept ready for verification during the audit process.

  
Director - IQAC

Copy To:

EA to Chairman, SVET& Chancellor, MBU; EA to CEO, SVET & Pro Chancellor, MBU  
Chief Growth and Strategy Officer, MBU; Assistant Director, VC's Office  
Registrar, MBU; Deputy Registrars: Student Records, Regulatory Affairs, MBU.  
Vice Presidents: CDC, Administration, HR  
Deans: SOC & SOE, SCM, SOA, SLA, SOPS, SPL&HCS: **with a request to circulate among the Teaching Staff of respective Schools/Departments.**  
Deans: P&M, Academic Affairs, Accreditations, Student Affairs, RI, R&D  
Controller of Examinations, MBU; Director (F&A), SVET; CAO, SVET.PED  
HODs: CSE, CSSE, IT, ECE, EEE, EIE, Civil, Mechanical, BS&H, MCA  
Librarian, Chief Engineer, Valmar Office, Network Manager, Reception



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## Internal Quality Assurance Cell (IQAC)

Academic year 2024-25

### External Academic and Administrative Audit

School: Engineering Department: EEE

Name of the Auditor: Dr. D. Krishna Mohan Raju

Designation & Institution: Professor of ME & Dean of Innovation and Incubation centre  
Annamacharya University, Rajampet, A.P. Date: 18/7/2025

SN.	Parameter & Metric	Compliance (Yes/Partial/No)	Observation/Remarks
1.	<b>Curriculum Design &amp; Review</b>	Yes	Curriculum is revised periodically with technological developments.
	Regular review with industry input; updated according to the latest developments in the field.		
2.	<b>Academic Calendar Adherence</b>	Yes	Adheres to academic calendar effectively.
	Strict adherence to academic schedules, examinations, and deadlines.		
3.	<b>Faculty Workload Allocation</b>	Yes	Faculty work load distribution is balanced.
	Equitable distribution of teaching, research, and administrative duties among faculty.		
4.	<b>Visiting/Adjunct/Emeritus Faculty</b>	Partial	Need to improve
	Minimum 50 hours/year of interaction with students		
5.	<b>Support for Weak and Bright Students</b>	Yes	Support provided for slow learners and advanced learners
	Remedial classes, mentorship for weak students, and special projects for advanced students.		
6.	<b>Lectures, Practical, Tutorials, and Development of learning contents</b>	Yes	Process is effective.

SN.	Parameter & Metric	Compliance (Yes/Partial/No)	Observation/Remarks
	Attendance records, sample lab records, feedback from students, observation reports of classes, Learning materials, and videos		
7.	<b>Internal Assessments - Quality of CIA QP and Assignment and its Relevance to COs</b> Continuous assessments are directly mapped to COs, relevant, and outcome-based Assignment samples, CIA papers, and CO-PO mapping.	Yes	Aligned with CO's and BLs
8.	<b>Monitoring of Projects &amp; Internships and Action Taken</b> Regular monitoring and feedback on student projects, Internships by faculty, and action taken Identification and allocation methodology, Projects related to Industry, Process for monitoring and evaluation, Quality of completed projects / Evidence of papers published/Awards received by projects	Yes	Monitored with regular review and action taken frequently
9.	<b>Stakeholder Feedback &amp; Continuous Improvement Initiatives</b> Regular collection and analysis of feedback from students, faculty, alumni, and industry Feedback forms, action taken reports, Action plans, meeting minutes, follow-up reports	Yes	Collected periodically and suitable action mechanism are in place
10.	<b>Course Outcome (CO) Assessment</b> Evaluation of CO attainment and its impact on student learning. CO assessment records, CO-PO mapping sheets, and student performance reports.	Yes	The process is systematic and analysis is properly done
11.	<b>Program and Program Specific Outcomes (PO &amp; PSO) Assessment</b> Evaluation of PO and PSO attainment at the end of the program. PO and PSO attainment reports, feedback from stakeholders (students, industry).	Yes	Outcomes attainment is conducted effectively with corrective measures.

SN.	Parameter & Metric	Compliance (Yes/Partial/No)	Observation/Remarks
12.	<b>Pedagogical Initiatives &amp; Best Practices</b>	Yes	Adopted innovative pedagogical practices including EL and PBL
	Innovative teaching methods, project-based learning, flipped classrooms, etc.		
	Teaching-learning methodologies, examples of innovations in teaching, and course material.		
13.	<b>Initiatives Related to Industry Interaction</b>	partial	Need to be Improved
	Industry-supported labs, active participation in curriculum, and course delivery		
	MoUs with industries, lab setup details, and reports of industry-conducted sessions.		
14.	<b>Professional Societies/Chapters and Engineering Events</b>	Yes	students participated actively in Competitions.
	Event reports, society membership certificates, and participation records.		
15.	<b>Publication of Technical Magazines and Newsletters</b>	partial	Need to be Improved
	Regular publications with industry/student contributions		
	Copies of magazines/newsletters, editorial team records.		
16.	<b>Collaborative Activities - Research/faculty exchange/student exchange/internship/project work</b>	partial	Need to be Improved
	Active collaboration with other institutions/industries		
	MoUs, collaboration reports, and research publications from collaborative work		
17.	<b>Extension Activities, Community Outreach, NSS &amp; NCC Activities</b>	Yes	Events conducted extension and outreach activities regularly with support of NGOs
	Active participation in community-based programs and outreach activities.		
	Reports of outreach activities, photographs of events, and student participation records.		
18.	<b>Student Mentoring and Counselling</b>	Yes	Effective mentor-mentee system in process
	Effective mentoring and counselling services provided to students.		
	Mentor-mentee records, counselling session reports, and student feedback on mentoring		

SN.	Parameter & Metric	Compliance (Yes/Partial/No)	Observation/Remarks
19.	<b>Alumni Engagement</b>	partial	Need to be Improved
	Active engagement with alumni for mentoring, internships, and placements.		
20.	<b>Value-Added Courses &amp; Certifications</b>	Yes	Regularly organized
	Offering additional certification programs, online courses, and skill development initiatives.		
	Course completion certificates, student participation records, and value-added course content.		
21.	<b>Capacity Development and Skill Enhancement Activities - For students' capabilities</b>	Yes	Regularly organized
	Regular workshops and training for student skill enhancement		
	Workshop reports, certificates of participation.		
22.	<b>Infrastructure &amp; Lab Management</b>	Yes	Infrastructure and Lab maintenance are satisfactory with technical staff support
	Qualified Technical supporting staff, Adequacy and maintenance of departmental infrastructure, labs, and equipment.		
	Profile of Technical supporting staff, Lab maintenance reports, equipment purchase records		
23.	<b>ICT Tools &amp; LMS</b> Course Registration, Attendance, E-learning resources, Examination	Yes	ICT & LMS are effectively utilized
<b>Cumulative Score</b>			

General Observations: ① Strong implementation of OBE

② Good academic discipline and structured process


③ Active student participation in academic and co-curricular activities.

Weakness Identified: ① Limited industry integrated

② Curriculum delay

③ Need for increased adjunct faculty engagement

③ Lack of strong ties among alumni

  
External Auditor  
Dr. D. Kesava  
Mohan Raju

  
Director IQAC  
DIRECTOR (IQAC)  
MOHAN BABU UNIVERSITY  
TIRUPATI-517102, A.P.

**INTERNAL QUALITY ASSURANCE CELL**

**ACTION TAKEN REPORT FOR THE EXTERNAL AUDIT 2024-25**

11.09.2025

Based on the observations and recommendations of the External Audit Committee for the Academic Year 2024-25, the following corrective and quality enhancement measures were undertaken at the University level.

<b>S. No.</b>	<b>Observation / Recommendation</b>	<b>Action Taken</b>
1	Curriculum design, outcome-based education practices, CO-PO assessment, and academic planning require continuous strengthening	Curriculum review mechanisms were continued with industry and technological inputs. CO-PO attainment analysis, academic monitoring, and outcome-based assessment practices were systematically strengthened and documented.
2	Faculty workload management, mentoring systems, and student academic support mechanisms need continuous monitoring	Balanced workload allocation, remedial coaching, mentoring, counselling support, and advanced learning initiatives were strengthened through periodic review and systematic documentation.
3	Visiting/adjunct faculty interaction, industry collaboration, and alumni engagement require further improvement	Most of the departments appointed a Professor of Practice from industry to strengthen industry-academia interaction and experiential learning. Additional industry expert sessions, MoUs, collaborative activities, and alumni interaction initiatives were also enhanced.
4	Innovative teaching practices, ICT-enabled learning, and practical exposure activities are to be further strengthened	Faculty members expanded the use of experiential learning, project-based learning, LMS platforms, digital learning resources, and curriculum-integrated practical activities for effective teaching-learning processes.
5	Monitoring of projects, internships, stakeholder feedback, and continuous improvement systems should be sustained effectively	Periodic project reviews, internship tracking, stakeholder feedback collection, corrective action mechanisms, and quality monitoring practices were continued and strengthened through IQAC review processes.
6	Student participation in professional activities, outreach programs, and skill development initiatives requires continuous encouragement	Workshops, certification programs, technical events, professional society activities, NSS/community outreach activities, and capacity development programs were organized regularly to



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		improve student participation and employability skills.
7	Infrastructure, laboratory facilities, and ICT tools require continuous maintenance and effective utilization	Laboratory infrastructure, ICT facilities, and LMS-enabled academic systems were periodically reviewed, maintained, and upgraded with technical staff support to ensure effective academic functioning.

  
Director, IQAC

DIRECTOR (IQAC)  
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