

**Inspection Report of Engineering Colleges/Polytechnics
Under
Directorate of Technical Education, Madhya Pradesh**

(To be filled in by Head of the Institution)

Currently running semesters: Odd/ Even (Pl. tick)

Date of inspection: Date of submission of Report

- (i) Name of the Institution.....
- (ii) Total numbers of faculty (including guest faculty)
- (iii) Total number of technical support staff (inclusive of all departments).....
- (iv) Total number of office staff (inclusive of account section, library, PTI, principal office).....
- (v) Total number of students: (All branches, all years)
- (vi) Campus Placement (Please provide branch wise statistics)
- (vii) Branch & Semester wise results of last two years (It is mandatory to fill the details for all branches, all semesters)

S. No	Name of the Branch	Semester	Pass percentage	
			Year before last	Last year
1				
2				
3				
4				

(viii) Total number of theory lectures held during last semester :

Sr.No	Department	Semester	Total theory lectures held	Signature of HOD
1				
2				
3				
4				

Name of the Principal:
Signature:
College Seal

[To be filled in by faculty & lab support staff (individually)]

Name of the CollegeDepartment.....

Name of the faculty/ Support staff :.....Designation.....

Semester commenced from (date):..... and end on (date).....

1. Academic Performance Details:

(A) Theory classes:

Name of Subject taught during the current academic session	Semester	Teaching hours/week	Total theory classes engaged during semester

(B) Lab classes

Name of the laboratory	Semester	No. of experiments listed /batch	Total number of lab classes engaged during the semester	Average percentage of attendance of students in the laboratory class

(C) List of new equipment purchased (to be filled in by officer in charge of the laboratory)

Name of the laboratory	Name of the new equipment procured	Cost of equipment (Rs. in thousands)

2. Details of extra responsibilities assigned by HOD and Principal

S.No.	By HOD	By Principal
1		
2		
3		
4		

3. Other activities

S. No.	Activity	Please provide details
1	Book publication	
2	Seminar attended/Paper presented	
3	Short term courses attended	
4	Short term course/ Seminar/ Workshop organized	
5	Number of hours spent in college library	
6	Total Number of University Examination Papers Set	
7	others (if any)	

4. Students' Feedback if available then please provide details

Semester	Subject Code	Subject Name	Students' feedback Annexure.....

5. Suggestions for improving the quality of teaching and lab work of the deptt.

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6. Suggestions for creating and developing R&D environment in the deptt.

**Name & Signature of the faculty
 / lab support staff**

Name & Signature of HOD

(To be filled in by the inspecting officer)

(a) List the important observations made during inspection

- (1) -----
- (2) -----
- (3) -----
- (4).....
- (5)-----
- (6)-----

(b) In case the inspecting officer has visited the student hostels of the institute, then please give comments:

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2. Actions taken by the concerned nodal officer to whom report has been submitted

- a.
- b.....
- c.....

3. Review / Comments by the Director, Technical Education Madhya Pradesh

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Signature of Director