Academic and Administrative Audit Report
Assessment Year: 2022-23

Name & address of the college:

Kalyani Charitable Trust's Late Gambhirrao Natuba Sapkal College of Engineering, Sapkal Knowledge Hub, Kalyani Hills, Anjaneri, Tal. Trimbakeshwar, Dist. Nashik, (MS), Pin - 422213

Location	: Rural
Financial Status	: Self-financing
Name of the Affiliating University	: Savitribai Phule Pune University, Pune
Name of the Principal	: Prof. (Dr.) S.B. Bagal
Date of AAA	: 07/07/2023

A) Academic Audit

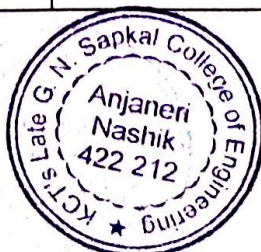| I. Faculty information and their contribution			
S.N.	**Criteria**	**Observations**	**Suggestions / Remark**
1	**Student faculty ratio**	SFR as per AICTE/UGC norms	
2	**Faculty cadre ratio**	05 faculty members with PhD	Need to recruit faculties with PhD
3	**Faculty qualifications**	Faculty qualifications are as per norms	Need to upgrade qualification from PG to PhD
4	**Average experience of faculty**		
5	**Faculty contribution in writing:** a. Books b. Chapters	Less in number	Need improvement
6	**Faculty in professional organizations (Memberships)**	Maximum no. of faculties have opted for ISTE membership ISTE Staff Chapter is in process	
7	**Awards/Rewards received**	Less in number	Need improvement
8	a. Industry collaborative projects b. Funded research projects c. Grants received	Industry sponsored projects	Need to apply for funded research projects/grants
9	**No. of faculties as resource person in workshops/ training**	Less in number	Need improvement

I. Faculty information and their contribution

	activities/keynote speaker/session chair		
10	National level/International events organized: Conferences/Workshops/Seminars	Departments organized no.o f workshop/seminars	Organization of National/International conference can be included in next A.Y. planning
11	Number of Conferences/Workshops /Seminars/FDPs , etc. attended for enrichment of teaching-learning process	Faculty members regularly attends FDP/workshops/seminars/conferences	
12	Development of e-learning material	Faculties are having blogs, using virtual labs., developed PPTs of the allotted courses	Need improvement

II. Teaching-Learning Process and Evaluation

S.N.	Criteria	Observations	Suggestions / Remark
1	Mechanism and activities for slow learners for their improvement and outcomes	Every department has identified slow learners and offered remedial or extra classes for improvement	
2	Student counseling and Teacher-Guardian scheme	A well-defined Teacher Guardian scheme has been implemented with documentation	Need to document all the evidences of counseling & improvement
3	Monitoring of teaching-learning process • Verification of teaching plan • Verification of course files • Monthly Academic Monitoring Report	• Teachers regularly prepare semester wise teaching plan • Teachers have prepared course file of their allotted subjects • Department regularly submit the AMR to IQAC	
4	Add-On / Value Added Courses/ Training / Certificate programs conducted for students	All departments have conducted Add on courses	
5	Expert / Guest lectures/ Workshops / Seminars organized for students	All departments have organized Expert / Guest lectures/ Workshops / Seminars as per need	

6	Stakeholders Feedback & action taken report (ATR) (Students, Parents, Alumni, Employer & Faculties)	Mid-sem. and End-sem. feedback has been taken by the department. Feedback analysis and ATR are also documented	
7	Result Analysis (% of all clear with ATKT) SE: TE: BE:	University Exam. Conducted. Result yet not declared.	
8	No. of students undertaking project work/field work/internship		
9	Co-curricular activities organized (e.g. remedial classes, career counseling, industrial visits, etc.)	Remedial Classes, Career counseling seminar, industrial visits etc. conducted by all the departments as per need	
10	Placement Higher studies		
11	Students Association activities	Organized national level event 'Technofest-2023'	Need to organize more technical events

III. Research, Consultancy and Extension			
S.N.	Criteria	Observations	Suggestions / Remark
1	Faculty publications in: a. UGC care Journals b. Conference	a. Journals National: International b. Conferences National: International:	
2	PhDs a. Registered b. Awarded c. Pursuing	01	
3	Funded R&D projects a. Applied: b. Sanctioned: c. Ongoing: d. Completed:	Nil	Need to apply for funded projects and grants
4	Patents applied Patents awarded	Nil	Need to identify students innovative projects for patents
5	In-house R&D grants and projects	Nil	Institute has to promote in-house projects

6	New research facility/laboratory provided	Nil	
7	No. of MoUs/collaborations with industries/R&D/Premier Institutes	26	
8	Centre of Excellence established	Nil	
9	No. of extension activities organized	Quiet good number of activities organized by NSS	

IV. Infrastructure and Learning Resources

S.N.	Criteria	Observations	Suggestions / Remark
1	Adequacy of infrastructural facilities: No. of classrooms, Labs, ICT class rooms, seminar hall	➢ Adequate infrastructural facilities as per norms ➢ ICT classrooms: 12 ➢ Hostel: Available ➢ Sports facilities: Available ➢ Library & E-resources: Available	
2	Internet facility for staff & students	Internet facility available for all staff and students	
3	Modern/new equipment added in labs.	Nil	
4	Details of computing facilities	Available as per norms	
5	Department level library resources (Titles, Volumes, E-books, journals etc.)	Available	

V. Student information, Support and Progression

S.N.	Criteria	Observations	Suggestions / Remark
1	Student strength Total SE: (Male+ Female) Total TE: (Male+ Female) Total BE: (Male+ Female)	SE: 212+113 TE: 207+195 BE: 201+147	
2	No. of students participated/won prizes in events at other colleges	Less in number	Need improvement
3	No. of students qualified GATE/GRE/other competitive exams.	Less in number	Need improvement
4	No. of skill development programs organized	Less in number	Need improvement

5	No. of participation & awards for sports / cultural activities	Less in number	Need improvement

Functional IQAC

1. IQAC is functional.

2. IQAC implemented quality initiatives and activities.

3. Regular IQAC meetings and documentation.

Best Practices

Best Practice – I

Title - Student counseling and Teacher-Guardian scheme

All the departments of the institute has implemented Teacher Guardian scheme effectively. The evidences of success stories of the department were documented.

Best Practice – II

Title - Departmental Students Association

All the departments of the institute have formed associations at department level. The associations are vibrant in organizing various activities for the holistic development of the students.

Strengths:

1. Experienced faculty

2. Strong Teaching-Learning process

3. Well-spaced infrastructure and facilities

4. Eco-friendly and green campus

5. Good number of technical and cultural events

Weaknesses:

1. Need to improve research activities and paper publications

2. Need to improve students' participation in sports and intercollegiate events

3. Foreign university collaboration activities need to be initiated

4. Need to attract meritorious students

Suggestions for improvement:

1. Need to improve research and consultancy activities

2. Need to improve students placement in blue chip companies

3. Funded research projects

B) Administrative Audit

S.N.	Name of the committee	Observations/Recommendations
1.	Academic Monitoring Committee (Academic Calendar, Time table, AMR)	AMC executes & monitors all the teaching-learning activities like Institute academic calendar & Dept. event event calendar, Workload distribution, Time Table, Academic Monitoring Report etc.
2.	Exam. Section	All activities are carried out as per the rules, regulations & guidelines of SPPU, Pune.
3.	Admin. Office	All the sections of office are maintaining proper documentation/records of their respective section.
4.	Training & Placement Office	TPO office conducts aptitude, soft skill sessions and provides placement assistance by arranging campus drive/Job fair.
5.	Alumni committee	A registered alumni association has been formed and it organizes regular alumni meet to increase involvement of alumni and their contribution.
6.	Library	The library utilizes library automation software (Autolib NG) and routinely updates the books & journals, housing a sizable quantity of books in accordance with standards. The digital library facility has been made available for access of e-resources.
7.	NSS committee	NSS committee is quiet vibrant and conducts various events throughout the year. Also organizes NSS camp in nearby villages.
8.	Anti-Ragging committee	Available and records maintained
9.	Anti-Ragging squad	Available and records maintained
10.	Grievance redressal committee	Available and records maintained
11.	Internal complaint / Women grievance committee	Available and records maintained
12.	Student Council	Student council has been formed as per guidelines of SPPU, Pune
13.	Student Grievance committee	Available and records maintained
14.	Sports committee	Available and records maintained
15.	Entrepreneurship development cell	Available and records maintained
16.	Research & Development / IPR committee	Research, collaboration & IPR activities need to be strengthened in all the departments.
17.	Industry-Institute & Institute-Institute (I5) Interaction Cell	Industry-Institute need to be strengthened.
18.	Internal Quality Assurance Cell (IQAC)	Established in 2017 and records maintained.

S.N.	Name of the committee	Observations/Recommendations
19.	Media cell	Available and records maintained
20.	SC/ST/OBC Cell	Available and records maintained
21.	Student Development Cell	Available and records maintained
22.	Innovation & Incubation Centre	Need to strengthen the activities of IIC.

Dr. K. R. Jadhav

Auditor 1

(Dr. H. K. Padmanabhan)

Auditor 2

Dr. V. A. Kolhe

Institute IQAC coordinator

Principal

Prof.(Dr.) Sahebrao B. Bagai
Principal
Late G. N. Sapkal College of Engineering
Anjaneri, Nashik-422 213.