



Sanjivani Rural Education Society's
Sanjivani Arts, Commerce and Science College,
Kopergaon
At: Sahajanandnagar, Post: Shingnapur,
Tal Kopergaon,
Dist: Ahmednagar Pin: 423603 (M.S.) India



Date 04/05/2023

To,

Hon. Director

SRES's Sanjivani College
of Engineering Kopergaon

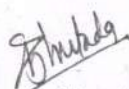
Subject: Regarding Inspection of Academic and Administration Audit

Hon'ble Sir,

We are extremely happy to convey you that our college is preparing Inspection of Academic and Administration Audit to be held on 5th May, 2023. It is our great honor and privilege about your valuable guidance. So kindly convey names of two experts for Academic and Administrative Audit; we believe that your contribution in this field is unparalleled and on this area will be of great benefit for our institution.


Sir, your consent for the said inspection is earnestly solicited at the earliest.

Yours Sincerely


Coordinator
IQAC

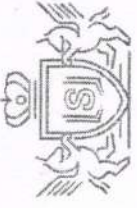



Principal
Sanjivani Arts, Commerce &
Science College Kopergaon


4/15/2023
Registrar
Sanjivani College of Engineering
Kopergaon



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Academic and Administrative Audit
Academic Year -2021-22

A) Administrative Audit

Sr. No.	Criteria	Particulars	Key Observation Option	Final Observation
1.	Part 1 - Statutory Committees and Compliances	1. Number of full time teachers as per the requirement.	A. 40% or less B. 41-60% C. 61-80% D. 81-100%	D. 81.100% Reg. P: 48 Available: 42
2.		2. Number of Regular & approved teachers	A. 40% or less B. 41-60% C. 61-80% D. 81-100%	A. 36%
3.		3. Principal/Director	A. Not available B. Qualified but not approved C. Qualified and approved for academic year D. Regular appointed and approved	D. Regular Appointed & Approved.

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4.	4.College Development Committee	A. Not Formed B. Formed but no/ proper record is maintained C. Formed and record maintained but requires more involvement/ transparency D. Formed and record maintained satisfactorily	D. Formed & record maintained satisfactorily
5.	5.Grievance Cell (students)	A. Not Formed B. Formed but not proper record is maintained C. Formed and record maintained but requires more involvement/ transparency D. Formed and record maintained satisfactorily	C. Formed & record maintained but requires improvements.
6.	6.IQAC	A. Not Formed B. Formed but no/ proper record is maintained C. Formed and record maintained but requires more involvement/ transparency D. Formed and record maintained satisfactorily	C. Formed & record maintained satisfactorily * changes to Annual report.

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7.	7. Anti-ragging committee	A. Not Formed B. Formed but no/ proper record is maintained C. Formed and record maintained but requires more involvement/ transparency D. Formed and record maintained satisfactorily	C. Formed & record maintained but needs improvement
8.	8. No. of Adhoc and CHB approved teachers for the past academic year	A. 40% or less B. 41-60% C. 61-80% D. 81-100%	D. 90% Adhoc No CHB.
9.	Part 2 - Quantitative Auto Grading	A. <60% B. 60-70% B. 70-85% D. 85-100%	D. Above 90%
10.	10. Result	A. <60% B. 60-70% C. 70-85% D. 85-100%	D. More than 90% observed.

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11.

3. Placement

- A. <60%
- B. 60-70%
- C. 70-85%
- D. 85-100%

C. 70-85%
out of interested students.

12.

4. Activities

- A. <60%
- B. 60-70%
- C. 70-85%
- D. 85-100%

D. 85-100%.

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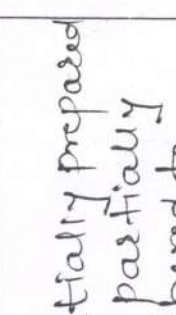
B) Academic Audit

Sr. No.	Criteria	Particulars	Key Observation Option	Final Key Observation
1.	Part 1 - Teaching Learning	1. Academic Calendar of department.	A. Not prepared B. Prepared and partially adhered C. Prepared and substantially adhered to D. Prepared and completely adhered to	D. Prepared & completely adhered to
2.		2. Time Table	A. Not prepared B. Prepared and partially adhered C. Prepared and substantially adhered to D. Prepared and completely adhered to	C. Prepared & Substantially adhered to

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3.	3. Choice of Electives	<p>A. No electives offered B. Few electives offered C. Variety of electives offered across few semester D. Variety of electives offered across all semester</p>	<p>D. variety of electives offered across all Semester</p>
4.	4. Average percentage of syllabus completed across all courses and all semesters	<p>A. <60% B. 60-70% C. 70-85% D. 85-100%</p>	<p>D. 85-100%</p>
5.	5. Course plans (Teaching Plan)	<p>A. Not prepared B. Prepared and partially adhered C. Prepared and substantially adhered to D. Prepared and completely adhered to</p>	<p>Partially prepared & partially adhered to</p>

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6.	6. Bridge Course	A. Not prepared B. Prepared and partially adhered C. Prepared and substantially adhered to D. Prepared and completely adhered to	D. Prepared & Completely adhered to
7.	7. Value-added course and certificate course are offered	A. Not prepared B. Prepared and partially adhered C. Prepared and substantially adhered to D. Prepared and completely adhered to	D. Prepared & Completely adhered to.

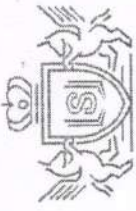
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8.	Part 2 - Assessment	1. Continuous Assessment Record (Internal Exam)	A. Not prepared B. Prepared and partially adhered C. Prepared and substantially adhered to D. Prepared and completely adhered to	B. Prepared & completely adhered to Partially adhered to
9.		E. Weak/Slow Learners Record	A. Not identified B. Identified based on individual teacher initiative C. Identified for few courses D. Identified for all courses as a policy mandate	D. Prepared & completely adhered to A. Not identified

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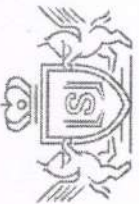
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10.	3. Bright / Advance Learners Record	<p>A. Not identified</p> <p>B. Identified based on individual teacher initiative</p> <p>C. Identified for few courses</p> <p>D. Identified for all courses as a policy mandate</p>	<p>c) Identified for few courses</p>
11.	Part 3 - Outcomes Based Education	<p>A. Not Identified</p> <p>B. Identified</p> <p>C. Identified and but not Collected</p> <p>D. Identified and Collected</p>	<p>A. Not Identified</p>

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<p>12.</p> <p>Part 4 - Feedback</p>	<p>1. Feedback from stakeholders (Students, Alumni, Employer, Parents etc.)</p>	<p>A. Not Collected B. Collected C. Collected, Analyzed D. Collected, Analyzed and Acted Open</p>	<p>C. Collected, Analyzed</p>
<p>13.</p> <p>Part 5 - Student Holistic Development</p>	<p>1. Project based Learning</p>	<p>A. Not initiated B. Initiated but not provided C. Initiated and provided D. Provided based on individual department</p>	<p>C. Initiated & provided</p>
<p>14.</p>	<p>2. Technology Assisted learning</p>	<p>A. Not initiated B. Initiated but not provided C. Initiated and provided D. Provided based on individual department</p>	<p>D. Provided based on individual department</p>

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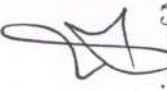
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15.	3. Research Based Learning	A. Not initiated B. Initiated but not provided C. Initiated and provided D. Provided based on individual department	C. Initiated provided
16.	Part 6: Compliance 1. Number of full time teachers appointed in departments per the authority requirement. 2. No of Regular & approved teachers in the department.	A. 40% or less B. 41-60% C. 61-80% D. 81-100%	D. 81-100%
17.		A. 40% or less B. 41-60% C. 61-80% D. 81-100%	D. 81-100%

Day and Date --


 Name and Sign of Chairman


 Name and sign of Member


 Name and sign of Member