



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: 01/12/2023

To,  
Dr. S. M. Kadam  
Sanjivani College of Engineering  
Kopergaon

Subject: A letter of appreciation for being Internal Auditor

Hon'ble Sir,

We would like to take this opportunity to thank you whole heartedly and convey our sincere gratitude for being 'Internal Auditor' for "Academic and Administrative Audit" conducted on 30/11/2023

Your inspection was full of keen observation and valuable suggestions to enlighten facts. On behalf of IQAC committee, we thank you once again.

We hope you will provide your valuable expertise for our institution in the future too.

With best regards,

*Shubada*

IQAC-Co-Ordinator  
Sanjivani Arts, Commerce &  
Science College, Kopergaon



*[Signature]*  
PRINCIPAL

Sanjivani Arts, Commerce &  
Science College, Kopergaon

Received

*[Signature]*  
11/12/23



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Date: 01/12/2023

To,  
Prof. Y. A. Pawar  
Sanjivani College of Engineering  
Kopargaon

Subject: A letter of appreciation for being Internal Auditor

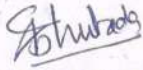
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01/12/2023



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**Date: 01/12/2023**

To,  
**Dr. N. S. Patankar**  
Sanjivani College of Engineering  
Kopargaon

**Subject: A letter of appreciation for being Internal Auditor**

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*[Signature]*

**IQAC-Co-Ordinator**  
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*[Signature]*  
**PRINCIPAL**

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**Academic and Administrative Audit  
Academic Year -2022-23**

**A) Administration 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% (85%)
2.		2. Number of Regular & approved teachers	A. 40% or less B. 41-60% C. 61-80% D. 81-100%	A-40% or less (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.

*(Signature)*

C.Dr S.M. Kadam

*(Signature)*  
(Dr. N.S. Potankar)

*(Signature)*  
Y.A. Pawar



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4.	4.College Development Committee	<p>A. Not Formed</p> <p>B. Formed but no/ proper record is maintained</p> <p>C. Formed and record maintained but requires more involvement/ transparency</p> <p>D. Formed and record maintained satisfactorily</p>	D-Formed & Record maintained satisfactorily.
5.	5.Grievance Cell (students)	<p>A. Not Formed</p> <p>B. Formed but not proper record is maintained</p> <p>C. Formed and record maintained but requires more involvement/ transparency</p> <p>D. Formed and record maintained satisfactorily</p>	D-Formed & Record maintained satisfactorily.
6.	6.IQAC	<p>A. Not Formed</p> <p>B. Formed but no/ proper record is maintained</p> <p>C. Formed and record maintained but requires more involvement/ transparency</p> <p>D. Formed and record maintained satisfactorily</p>	C-Formed & record maintained but requires more involvement/ transparency

*(Signature)*

(Dr. S. M. Kadam)

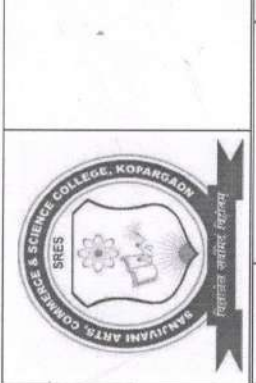
*(Signature)*

(Dr. M. S. Patil)


*(Signature)*  
C.Y.A. Patil



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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	Formed & record maintained but require more transparency.
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-81-100% (94% Adhoc) No CHB.
9.	Part 2 - Quantitative Auto Grading	1. Admission A. <60% B. 60-70% B. 70-85% D. 85-100%	D-85-100% (93%)
10.	2. Result	A. <60% B. 60-70% C. 70-85% D. 85-100%	D-85-100% (92%)

  
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 (Dr. N.S. Patankar)

  
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11.	3. Placement	A. <60% B. 60-70% C. 70-85% D. 85-100%	C-70-85% (74%) out of Interested student.
12.	4. Activities	A. <60% B. 60-70% C. 70-85% D. 85-100%	D-(85-100%) (93%)

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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	D - Prepared & completely adhered to

*(Signature)*

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3.	3. Choice of Electives	A. No electives offered B. Few electives offered C. Variety of electives offered across few semester D. Variety of electives offered across all semester	D - Variety of elective offered across all semester.
4.	4. Average percentage of syllabus completed across all courses and all semesters	A. <60% B. 60-70% C. 70-85% D. 85-100%	D - 85+100% (97%)
5.	5. Course plans (Teaching Plan)	A. Not prepared B. Prepared and partially adhered C. Prepared and substantially adhered to D. Prepared and completely adhered to	D - Prepared and completely adhered to

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 (Dr. N.S. Patankar)

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6.	6. Bridge Course	<p>A. Not prepared</p> <p>B. Prepared and partially adhered</p> <p>C. Prepared and substantially adhered to</p> <p>D. Prepared and completely adhered to</p>	<p>D - Prepared &amp; completely adhered to</p>
7.	7. Value-added course and certificate course are offered	<p>A. Not prepared</p> <p>B. Prepared and partially adhered</p> <p>C. Prepared and substantially adhered to</p> <p>D. Prepared and completely adhered to</p>	<p>D - Prepared &amp; completely adhered to</p>

*(Signature)*

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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	D - Prepared & completely 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 - Identified for all courses as a policy mandate

*[Signature]*

(Dr. S.M. Kadavos)

*[Signature]*

(Dr. M.S. Patankar)

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(Y.A. Pawar)



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10.	3. Bright / Advance 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 - Identified for all courses. as a policy mandate.
11.	Part 3 - Outcomes Based Education	1. CO - PO List	A. Not Identified B. Identified C. Identified and but not Collected D. Identified and Collected

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

*Pradere*

(Dr. S.M. Kadam)

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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.	A. 40% or less B. 41-60% C. 61-80% D. 81-100%	D- 81 to 100% (98%)
17.	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%

Day and Date - Thursday - 30-11-2023

*[Signature]*

Name and Sign of Chairman

Prof. Dr. B. M. Kadam

*[Signature]*  
 Dr. H. S. Patil

Name and sign of Member

*[Signature]*

Name and sign of Member

7. D. Pawar