Academic and Administrative Audit Report

Assessment Year: 2024-25

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.

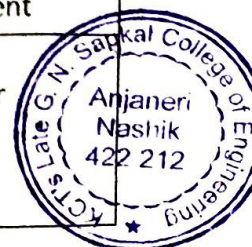|	
Location	: Rural
Financial Status	: Self-financing
Name of the Affiliating University	: Savitribai Phule Pune University, Pune
Name of the Principal	: Prof. (Dr.) S. B. Bagal
Date of AAA	: 03/07/2025

A) Academic Audit

I. Faculty information and their contribution

S.N.	Criteria	Observations	Suggestions / Remark
1	Student faculty ratio	SFR as per norms	
2	Faculty cadre ratio	05 faculty members with PhD	Faculties with PhD need to be recruited
3	Faculty qualifications	Faculty qualifications are as per norms	Faculties having PG qualification need to upgrade from PG to PhD
4	Average experience of faculty	5.33 Yrs.	Need to recruit experienced faulty
5	Faculty contribution in writing: a. Books b. Chapters	Less in number	Need improvement
6	Faculty in professional organizations (Memberships)	Most of the faculties have ISTE membership	Newly recruited faculties should obtain membership of various professional bodies like ISTE, IE(I) etc.
7	Awards/Rewards received	Less in number	Need improvement
8	a. Industry collaborative projects b. Funded research projects c. Grants received	Final year students are encouraged to opt industry sponsored projects but less in no.	Need to apply for funded research projects/grants

I. Faculty information and their contribution

9	No. of faculties as resource person in workshops/ training activities/keynote speaker/session chair	Less in number	Need improvement
10	National level/International events organized: Conferences/Workshops/ Seminars	All the departments have organized various workshops, seminars, Competitions etc.	Need to arrange national/international conference
11	Number of Conferences/Workshops /Seminars/FDPs , etc. attended for enrichment of teaching-learning process	Faculty members regularly attends FDP / workshops / seminars / conferences either online or offline	
12	Development of e-learning material	Faculties are having blogs, using virtual labs. for Pr., developed PPTs for the allotted courses etc.	

II. Teaching-Learning Process and Evaluation

S.N.	Criteria	Observations	Suggestions / Remark
1	Mechanism and activities for slow learners for their improvement and outcomes	All departments have identified slow learners and conducted remedial / extra classes for improvement	In addition, students are counselled through Teacher-Guardian scheme
2	Student counseling and Teacher-Guardian scheme	A well-defined Teacher Guardian scheme has been implemented with documentation	
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	All departments have organized Expert / Guest	

II. Teaching-Learning Process and Evaluation

	organized for students	lectures/ Workshops / Seminars as per requirement	
6	Stakeholders Feedback & action taken report (ATR) (Students, Parents, Alumni, Employer & Faculties)	End-sem. feedback has been taken by the department. Feedback analysis and action taken reports are also documented and displayed on website	
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	Project work- 195 Internship- 277	
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	T&P cell organized certain drives	Need to improve T & P activities. Need to conduct higher education guidance & Career Counseling activities
11	Students Association activities	Department associations are organizing events on regular basis	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 c. Book chapters	a. UGC care Journals: 33 b. Conference-Nil c. Book chapters- 05	Need improvement
2	PhDs a. Registered b. Awarded	05 faculties with PhD	Need improvement
3	Funded R&D projects a. Applied: b. Sanctioned: c. Ongoing:	Nil	Need to apply for funded projects and grants

III. Research, Consultancy and Extension

	d. Completed:		
4	Patents applied Patents awarded	06	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	24	
8	Centre of Excellence established	Nil	
9	No. of extension activities organized	NSS unit of the college had organized significant number of events inside and outside the campus	

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	➤ Sufficient 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		

V. Student information, Support and Progression

	Total FE: (Male+ Female) Total SE: (Male+ Female) Total TE: (Male+ Female) Total BE: (Male+ Female)	FE: 261+110 = 371 SE: 317+139 = 456 TE: 198+79 = 277 BE: 143+51 = 194	
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 formed and implementing quality culture through measurement, analysis and monitoring.

2. IQAC implemented quality initiatives and activities.

3. IQAC is conducting regular meetings and maintaining documentation.

Best Practices

Best Practice – I

Title - Student counseling and Teacher-Guardian scheme

The Teacher Guardian scheme has been successfully implemented by every department of the institute. The department's success stories were documented with supporting proof.

Best Practice – II

Title - Departmental Students Association

At the departmental level, every department within the institute has established associations. The associations are active in planning a variety of events for the students' overall growth. All department associations regularly organizing various activities.

Strengths:

1. Sincere and dedicated faculties

2. Effective mentoring (Teacher-Guardian scheme)

3. Well-equipped laboratories, library, ICT enabled class rooms,

4. Eco-friendly and green campus

5. Good number of technical and cultural events

Weaknesses:

1. Inadequate number of PhD qualified faculty

2. Insufficient collaboration and higher education guidance activities

3. Limited number of research publications and consultancy activities

Suggestions for improvement:

1. Need to motivate faculties to undertake research projects and consultancy activities

2. Need to incorporate aptitude training sessions for the benefit of students' placement

B) Administrative Audit

S.N.	Name of the committee	Observations/Recommendations
1.	Academic Monitoring Committee (Academic Calendar, Time table, AMR)	The Academic Monitoring Committee is responsible for carrying out and supervising all aspects of teaching and learning, including the Academic Monitoring Report, Workload Distribution, Department Event Calendar, and Institute Academic Calendar. It arranges the academic audit procedure as well.
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 However, need to organize regular alumni meet to increase involvement of alumni and their contribution.

S.N.	Name of the committee	Observations/Recommendations
6.	Library	The library has a substantial number of books in compliance with standards and uses library automation software (Autolib NG) to update the books and journals on a regular basis. The electronic resource access feature of the digital library has been made available.
7.	NSS committee	The harmonious and energetic NSS committee was established in accordance with university regulations and organizes a number of events all year long. NSS camps are also organized in the neighboring villages.
8.	Anti-Ragging committee	Available and records are maintained
9.	Anti-Ragging squad	Available and records are maintained
10.	Grievance redressal committee	Available and records are maintained
11.	Internal complaint / Women grievance committee	Available and records are maintained
12.	Student Council	Student council has been formed as per guidelines of SPPU, Pune
13.	Student Grievance committee	Available and records are maintained
14.	Sports committee	Available and records are maintained
15.	Entrepreneurship development cell	Available and records are 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 are maintained
19.	Media cell	Available and records are maintained

S.N.	Name of the committee	Observations/Recommendations
20.	SC/ST/OBC Cell	Available and records are maintained
21.	Innovation & Incubation Centre	The institute has established an incubation centre to support the Start-Up operations
22.	Internship Cell	Available and records are maintained
23.	NEP Cell	Available and records are maintained
24.	Sports Committee	Available and records are maintained

Prof. (Dr.) Arati More
K. R. Sapkal College of Management
Studies, Nashik

Name & Sign. of Auditor 1

Prof. (Dr.) Khanderao Jadhav
R. G. Sapkal College of Pharmacy,
Nashik

Name & Sign. of Auditor 2

Prof. (Dr.) V. A. Kolhe

Institute IQAC coordinator

Prof. (Dr.) S.B. Bagal

Principal
Prof.(Dr.) Sahebrao B. Bagal
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