

JEEVAN VIKAS MAHAVIDYALAYA, DEVGRAM

Tah. Narkhed, Dist. Nagpur-441301 (M.S.) (Permanent Affiliated to Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur)

INTERNAL AND EXTERNAL ACADEMIC **AUDIT REPORT**

Session 2019-2020

Submitted to (THE COORDINATOR INTERNAL QUALITY ASSURANCE CELL

Submitted by DR. YOGESH BANGINWAR EXTERNAL ACADEMIC AUDITOR

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JEEVAN VIKAS MAHAVIDYALAYA, DEVGRAM Tah. Narkhed, Dist. Nagpur-441301 (M.S.)

(Permanent Affiliated to Rashtræsant Tukadoji Maharaj Nagpur University, Nagpur)

College Code: 341

(NAAC Accredited in Cycle II with 'B++' Grade, CGPA 2.93)

ISO 9001:2015 Certified, NIRF Participated

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Internal Quality Assurance Cell Internal and External Academic Audit Manual

MONTH OF

1. Introduction to Academic Audit

The purpose of an academic audit is to encourage programs and the institution to evaluate their quality processes and standards based on predetermined benchmarks. It also focuses on activities required to produce, assure, and regularly improve the quality of the whole system in place including curricular and co-curricular activities. At the same time activities related to infrastructure and support services that are important/contribute to academics are taken into consideration.

Academic Audit:

It is a model of ongoing self-reflection, collaboration, team work and peer feedback. It is based on structured conversations among faculty, stakeholders and peer reviewers, all focused on a common goal: to improve quality in teaching and learning and enhancing teaching & learning process. This manual is made to elaborate the process of academic auditing and setting up a system for betterment.

The objectives of academic auditing includes the assessment of course delivery as per the curriculum and syllabus prescribed by RTMNU, the co-curricular and extra-curricular activities of students, monitoring of the academic activities referring to the academic calendar, internal assessments, attainment of the Program outcomes, student welfare and grievances etc.

The Internal Quality Assurance Cell (IQAC) submits the final academic audit report to the College Development Committee (CDC) at the end of every academic year. Each department conducts academic audit at the end of every semester. The academic auditing is conducted jointly by Internal Quality Assurance Cell within the college and external academic auditor/auditors appointed. For proper functioning of academics and to quantify the efforts dispensed by the faculty and students. some assessment components have been designed.

2. Objectives

- To ensure timely, efficient and progressive performance of academic processes
- To monitor and improve the quality of evaluation procedures and its credibility to support the system.
- To develop and set up quality benchmarks/parameters for various academic activities of the institution
- To define effectiveness of teaching learning process to optimize and integrate modern methods of teaching and learning.
- To ensure that the institute is benefitted by Outcome Based Education approach.
- To facilitate the creation of a learner-centric environment through co-curricular and extracurricular activities as well.
- To incorporate feedback mechanism from students, parents and other stakeholders on quality-related institutional processes

3. Program Level Internal and External Academic Audit process

· Preamble:

An academic audit reviews the processes used by programs to enhance the quality of their teaching & learning processes. Each program is required to have system that guarantee quality in teaching and learning that they provide to students. Standards for student achievement must be set and attendant processes must be in place to implement Institute policies directed to these ends. There are four basic areas that are examined in the academic audit as follows:

Defining intended learning outcomes { Program Outcomes-POs, Program Specific

Outcomes-PSO and Program Educational Outcomes-PEOs (as applicable)

- Delivering program curricula
- Designing teaching and learning processes
- Developing and using assessment methods

4. Academic Audit Process

The Department Academic audit is conducted twice a year and IQAC Performance Review is done annually. Academic feedbacks that are collected (viz. midterm. end term. course exit. student satisfaction survey, peer feedback, peer ICT feedback, parents feedback, alumni feedback, employee feedback, institutional, program exit records) are maintained and analyzed to ensure that stakeholder inputs are integrated into the quality assurance mechanism.

Academic Audit Committee

- i. Principal
- ii. Coordinator Academic & Administrative Processes)
- iii. IOAC Co-Ordinator
- iv. Coordinator- Academic Planning and Development)
- v. Coordinator- Research & Development
- vi. Training and Placement Officer
- vii. Coordinator Extension Activities
- viii. Chief Supervisor Examination
- ix. Coordinator Infrastructure & Building Maintenance

In the Academic Audit the following focal points in teaching learning process are verified:

- 1. Academic Planning & Co ordination
- 2. Adherence to Academic Activity planner
- 3. Course monitoring
- 4. Curriculum booklet.
- 5. Skill based learning

Teaching & Learning

- 6. Course file.
- 7. Academic Record booklet (ARB)
- 8. CO-PO-PSO mapping. CO-PO-PSO Attainment. Make-up classes, remedial classes.
- 9. Assessment of assignments, online tests, subjective tests etc.

Other

- 10. ICT in teaching learning and Online Courses completed by faculty and students
- 11. Counselling and mentoring of students.
- 12. Feedback Analysis.
- Following points are also included in the Internal and External Academic Audit of the department:
 - 1. Research and Development which include Project and relevant activities.
 - 2. Industry Institute Interaction which include Industrial Visit for students
 - Extension Activities include value added and enrichment programs conducted by the department. It also includes Curricular. Co-curricular and Extra-curricular activities such as Seminar/Conference/Workshop/Guest Lecture and other student activities conducted and attended by students.
 - 4. Examination which includes Examinations. Result Analysis and Evaluation.
 - Training and Placement
 - 6. Infrastructure and facilities

INTERNAL ACADEMIC AUDIT REPORT

Academic Year: 2019 - 20 Department/Program: UG Date: 30-4-2020

		BA	B.Com	B.Sc.	B.Voc.
Sr.No.	Title	Yes/No (Remark if any)	Yes/No (Remark if any)	Yes/No (Remark if any)	Yes/No (Remark I any)
1.	CO-PO-PSO mapping completed for all courses	yes	yes	yes	yes
2.	Mapping of the curriculum with POs and PSOs is satisfactory	yes	yes	yes	yes
3.	Teaching plans for all the courses prepared by the respective faculty are available.	yes	yes	yes	yes
4.	Academic record booklet maintained for all courses	yes	yes	yes	No
5.	The updated faculty Course file is available	yes	yes	yes	yes
6.	Curriculum booklet completed for all courses and made available to students.	yes	yes	yes	yes
7.	Course materials for all the courses are available.	yes	yes	hez	yes
8.	The laboratory manuals for all courses are available.	NA	AH	yes	yes
9.	Open Educational Resource (OER)of every faculty available at the faculty website	yes	No	Yes	<i>N</i> 0
10.	Assessment of assignments, online tests and subjective tests	yes	yes	yes	Yel
11.	Make-up classes are conducted for improvement of internal assessment.	yes	yes	Yes	yes
12.	Result Analysis of previous semester result	yes	yes	yes	yes

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13,	CO-PO-PSO attainment done for all courses	Yes	yes	yes	Yes.
14.	Review of projects completed by students considering PO and PSO attainment	yes	yes	yes	yes
15.	Remodial classes are conducted for students whose performance is not satisfactory in the University exams.	yes	yes	yes	yes
16.	Curricular/Co- curricular/extra- curricular/value added programs and enrichment programs are conducted at the department.	yes	yes	yes	Yes
17.	Adherence to Academic activity planner of events of the department.	yes	yes	yes	yes
18.	Peer feedback conducted and analysis done	yes	Yes	yes	yes
19.	Students (mid-term and end term) feedback conducted and analysis done.	Yes	yes	yes	Yes
20.	Course exit feedback conducted and analysis done.	yes	yes	yes	yes
21.	Program exit survey conducted and analysis done	yes	YEI	767	yes
22.	Parents feedback conducted and analysis done.	Yes	Yes	yes	yes
23.	Institute feedback conducted and analysis done.	yes	yes	yes	yes
24.	Student Satisfaction feedback conducted and analysis done.	y es	yes	yes	yes
25.	Skill development online courses opted by	No	No	VIO	yes

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	students (NPTEL, Spoken	Ves	yes	УB	458
	Tutorials)	/	-		121
26.	Counseling and mentoring done for	ycs	yes	yes	yes
27.	Student grievances are taken care of	yes	yes	yes	yes
28.	Online courses/ MOOCs completed by faculty.	yes	yes	yes	yes

Suggestions for improvising the academic quality:

- 1. The Academic record of the remaining faculty be Maintained.
- The Student of the U.G. programme be inspired to Undergo Online Skill Development Cources.

Verified the submitted report and Found Satisfactory Found satisfactory a. b. Remarks if any, Name and Signature of Head of the Department/Programme Coordinator Pr. X.M. Sorode - pr. p.m. 4 harpyre **IQAC Members** Name and Sign of IQAC Coordinator Sign and Seal of Principal Jeevan Vikas Mahavidyalaya Devgram (Thugaondeo) Tah. Narkhed, Dist. Nagpur

INTERNAL ACADEMIC AUDIT REPORT

Academic Year: 2019 - 20

30-4-2020 Date:

Department/Program: PG (Humanities)

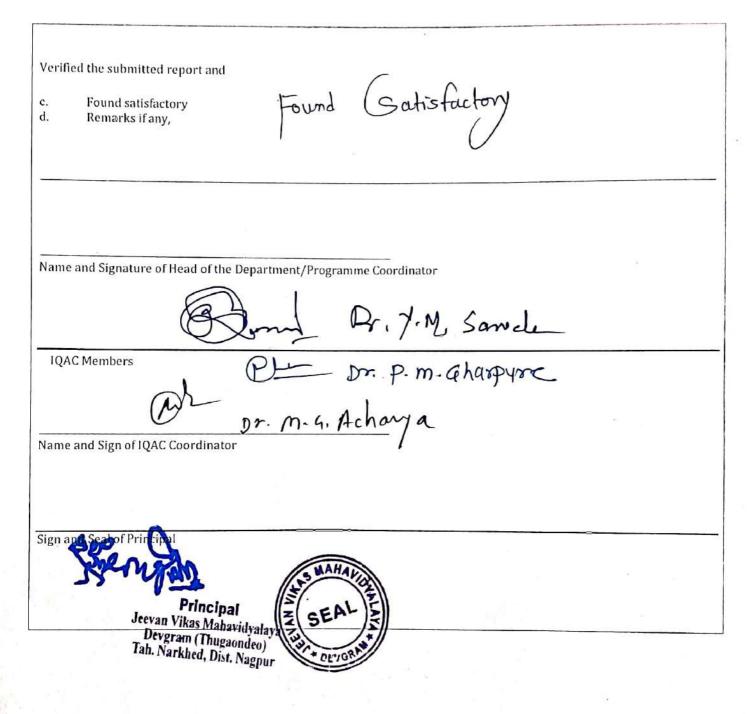
Sr.No.	Title	MA English Yes/No (Remark if any)	MA Marathi Yes/No (Remark if any)	MA Pol. Sci. Yes/No (Remark if any)	MΛ Economics Yes/No (Remark if any)
1.	CO-PO-PSO mapping completed for all courses	YES	yes	yes	yes
2.	Mapping of the curriculum with POs and PSOs is satisfactory	Yes	yes	yes	Yes
3.	Teaching plans for all the courses prepared by the respective faculty are available.	Yы	Yes	yes	yes
4.	Academic record booklet maintained for all courses	yes	yes	yes	yes
5.	The updated faculty Course file is available	Yes	yes	yes .	yes
6.	Curriculum booklet completed for all courses and made available to students.	yes	yes	Уы	YES
7.	Course materials for all the courses are available.	yes	yei	yes	yes
8.	The laboratory manuals for all courses are available.	NA	NA	MA	AM
9.	Open Educational Resource (OER) of every faculty available at the faculty website	Yes	Yes	yes	-yes
10.	Assessment of assignments, online tests and subjective tests	yes	Yes	Yes	Yes
11.	Make-up classes are conducted for improvement of internal assessment.	Уes	yes	Yes	yes
12.	Result Analysis of previous semester result	yes	yes	Yes	yes.

13.	CO-PO-PSO attainment done for all courses	Yes	yes	YB	YS
14.	Review of projects completed by students considering PO and PSO attainment	yes	yes	yes	yes
15.	Remedial classes are conducted for students whose performance is not satisfactory in the University exams.	yes	y es	yes	. Yes
16.	Curricular/Co- curricular/extra- curricular/value added programs and enrichment programs are conducted at the department.	Yes	y=8	Àei	yes
17.	Adherence to Academic activity planner of events of the department.	Yes	yes	yes	YES
18.	Peer feedback conducted and analysis done	Yes	Yes	yes	yes
19.	Students (mid-term and end term) feedback conducted and analysis done.	Yes	yes	yes	yes
20.	Course exit feedback conducted and analysis done.	Yes	yes	ye	yes
21.	Program exit survey conducted and analysis done	Yes	Хes	y es	yes
22.	Parents feedback conducted and analysis done.	yes	yes	yes	her
23.	Institute feedback conducted and analysis done.	yes	yes	yes	yes
24.	Student Satisfaction feedback conducted and analysis done.	yes	λes	Yes	Je
25.	Skill development online courses opted by	No	No	No	No

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	students (NPTEL, Spoken Tutorials)				
26.	Counseling and mentoring done for students	Yes	yes	yes	y'es
27.	Student grievances are taken care of	yes	yes	yes	yre9
28.	Online courses/ MOOCs completed by faculty.	yes	Yes	yes	yes

Suggestions for improvising the academic quality:



INTERNAL ACADEMIC AUDIT REPORT

Academic Year: 2019 - 20 Date: 30-4-2020

Department/Program: PG (Science)

ir.No.	Title	M.Sc. Microbiology Yes/No (Remark if any)	M.Sc. Mathematics Yes/No (Remark if any)	M.Sc. Chemistry Yes/No (Remark if any)	M.Sc. Computer Science Yes/No (Remark if any
1.	CO-PO-PSO mapping completed for all courses	yes	yes	yes	Yes
2.	Mapping of the curriculum with POs and PSOs is satisfactory	Yes	yes	yes	yes
3.	Teaching plans for all the courses prepared by the respective faculty are available.	Jes	yes	yes	yes
4.	Academic record booklet maintained for all courses	y es	yes	Seg	yes
5.	The updated faculty Course file is available	YES	Yes	YES	yes
6.	Curriculum booklet completed for all courses and made available to students.	yes	yes	yes	yes
7.	Course materials for all the courses are available.	Yes	yes	Yes	Yes
8.	The laboratory manuals for all courses are available.	he	ÀA	YES	ye
9.	Open Educational Resource (OER)of every faculty available at the faculty website	yes	yes	yes	γe
10.	Assessment of assignments, online tests and subjective tests	Yes	yes	yes	Yes
11.	conducted for	yes	yes	Yes	Yes
12.	Result Analysis of previous semester result	yes	yes	yes	yes

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Page

13.	CO-PO-PSO attainment done for all courses	yes	yes	Yes	Shea
14.	Review of projects completed by students considering PO and PSO attainment	yes	yes	yes .	yes
15.	Remedial classes are conducted for students whose performance is not satisfactory in the University exams.	yes	yes	yes	yes
16.	Curricular/Co- curricular/extra- curricular/value added programs and enrichment programs are conducted at the department.	yes	yes	yes	yes
17.	Adherence to Academic activity planner of events of the department.	yes	Yes	yes	yes
18.	Peer feedback conducted and analysis done	yes	yes	yes	-yes
19.	Students (mid-term and end term) feedback conducted and analysis done.	yes	yes	yes	yes
20.	Course exit feedback conducted and analysis done.	yes	Yes	yes	ÀÃ
21.	Program exit survey conducted and analysis done	No	No	No	No
22.	Parents feedback conducted and analysis done.	yes	Yes	yes	yes
23.	Institute feedback conducted and analysis done.	Yes	yes	Уes	yes
24.	Student Satisfaction feedback conducted and analysis done.	yes	Yes	Yes	yes
25.	Skill development online courses opted by	No	No	No	No

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	students (NPTEL, Spoken Tutorials)				
26.	Counseling and mentoring done for students	Yes	yes	yes	758
27.	Student grievances are	Yes	yes	yes	yes
	taken care of	1/01	yes	yes	yes
28. Online courses/ MOOCs completed by faculty.	Yes) 5			

Suggestions for improvising the academic quality:

- 1. Open Educational resources (OER) by remaining faculty be prepared and Maintained.
- 2. Programme exit ouvrey be conducted.
- 3. The Students be inspired to attend Online Cources.

Found Gatisfactory Verified the submitted report and Found satisfactory Remarks if any, f. Name and Signature of Head of the Department/Programme Coordinator Dr. J. M. Sarode Dr. p.m. Ghanpyre Dr. M. G. Achaya 1QAC Members Name and Sign of IQAC Coordinator **Principal** Jeevan Vikas Mahavidyalaya

Devgram (Thugaondeo) Tah. Narkhed, Dist. Nagpur

INTERNAL ACADEMIC AUDIT REPORT

Academic Year: 2019- 20

Date:

30-4-2020

Department/Program: PG (Commerce)

Sr.No.	Title	M. Com. Yes/No (Remark if any)
1.	CO-PO-PSO mapping completed for all courses	Yes
2.	Mapping of the curriculum with POs and PSOs is satisfactory	yes
3.	Teaching plans for all the courses prepared by the respective faculty are available.	yes
4.	Academic record booklet maintained for all courses	yes
5.	The updated faculty Course file is available	y es
6.	Curriculum booklet completed for all courses and made available to students.	yes
7.	Course materials for all the courses are available.	Yes
8.	The laboratory manuals for all courses are available.	NA
9.	Open Educational Resource (OER)of every faculty available at the faculty website	No
10.	Assessment of assignments, online tests and subjective tests	yes
11.	Make-up classes are conducted for improvement of internal assessment.	Àत्र
12.	Result Analysis of previous semester result	Yes
13.	CO-PO-PSO attainment done for all courses	yes
14.	Review of projects completed by students considering PO and PSO attainment	Yes
15.	Remedial classes are conducted for students whose performance is not satisfactory in the	yes

	University exams.		
6.	Curricular/Co-curricular/extra- curricular/value added programs and enrichment programs are conducted at the department.	yes	
17.	Adherence to Academic activity planner of events of the department.	Xes	
18.	Peer feedback conducted and analysis done	yes	
19.	Students (mid-term and end term) feedback conducted and analysis done.	yes	
20.	Course exit feedback conducted and analysis done.	No	
21.	Program exit survey conducted and analysis done	yes	
22.	Parents feedback conducted and analysis done.	YB	
23.	Institute feedback conducted and analysis done.	yes	
24.	Student Satisfaction feedback conducted and analysis done.	Yes	
25.	Skill development online courses opted by students (NPTEL, Spoken Tutorials)	No	
26		yes	
27	7. Student grievances are taken care of	/	
2	8. Online courses/ MOOCs completed by faculty.	No	

Suggestions for improvising the academic quality:

OER by faculty be prepared and Maintained.

cources emit feedback be Maintained.

3. The Students be encouraged to attende online Cources.

The faculty should go for online/Moocs cources. Page | 18

Found Satisfactory. Verified the submitted report and Found satisfactory h. Remarks if any, Name and Signature of Head of the Department/Programme Coordinator Dr. y.M. Sande Dr. pm. Chanpure Dr. m. G. Achaya **IQAC Members** Name and Sign of IQAC Coordinator **Principal** Jeevan Vikas Mahavidyalaya Devgram (Thugaondeo)

Tah. Narkhed, Dist. Nagpur

INTERNAL EXAMINATION AUDIT REPORT

Academic Year: 2019 - 20

Date: 30-4-2020

Department/Program: Examination

Sr. No.	Title	Yes/No	Remark if any
1.	Was student stationary provided in time?	19	
2.	Was power back-up asked for and provided if needed during online and other exams	40	
3.	Are examination halls well equipped for conducting exams	yes	
4.	Is housekeeping of examination halls done regularly	yes	
5.	Were there internet connectivity issues for conduct of exams	No Issu	٠.
6.	Is notification for filling exam forms for university communicated to students	ye	
7.	Are exam schedules displayed prior to the examinations	y=9	
8.	Are invigilation schedules for examiners declared in advance and conveyed	yes	
9.	Are duties of support staff communicated prior to exams	yes	
10.	Are rules for unfair means and practices displayed during the exams	ya	
11.	Result analysis completed for previous term results	Ya	
12.	Exam related grievances are addressed appropriately	yes	
13.	Letters of Recommendation and transcripts	YS	

Suggestions for improvising the quality process:

. All the records related to enumination are maintained properly.

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Verified the submitted report and Found Satisfactory, Found satisfactory C. Remarks if any, d. Name and Signature Chief Supervisor (Exam.) Dr. y.M. Sarode pr. p.m. Charpune Name and Signature of IQAC Members Dr. M. G. Achaya **IQAC** Coordinator Sign and Seal of Principal **Principal** Jeevan Vikas Mahavidyala Devgram (Thugaondeo) Tah. Narkhed, Dist. Nagun

INTERNAL EXTENSION ACTIVITIES AUDIT REPORT

Academic Year:

Date:

Department/Program: NSS

Sr. No.	Title	Yes/No	Remark if any
1	Department Student Council is established every year?	Yes	
2	Is the student council involved in institute development?	yes	
3	Institute/department supports student participation in sports.	yes	
5	Are Students from department involved in NSS activities?	Yes	
6	Activities proposed under NSS RTMNU are aligned to Vision and mission of Institute/Department.	y es	
7	The proposed activities are executed and report submitted to university.	Yes	
8	The activities proposed and executed by clubs are aligned to POs and PSOs.	Yes	
. 9	The activities conducted by clubs are mapped with POs and PSOs.	yes	
10	The activities are conducted as per the activity planner.	yes	
11	The activity planner is aligned to the academic planner of college	Yes	
12	Curricular/Co-curricular/extra-curricular/value added programs and enrichment programs are conducted at the college	yes	
13	Curricular/Co-curricular/extra-curricular/value added programs and enrichment programs are mapped with POs and PSOs	Yes	
14	The publications of the NSS are done with student efforts.	Yes	
15	Are Guidelines provided for e-publications by NSS?	No	
16	Publications of NSS are available to all stake holders.	yes	
17	Department/Institute publications are mapped with POs and PSOs	yes	
18	Students are encouraged to participate in techno management events.	Yes	
21	Activities in association with alumni are organized and executed.	Yes	

Suggestions for improvising the quality process:

Verified the submitted report and Found Satisfactory, Found satisfactory ſ. Remarks if any, Name and Signature of NSS Programme Officer Dr. J.M. Samuele Pt Dr. p.m. Gharpure Dr. M. G. Achaya Name and Signature of Department IQAC Members Name and Sign of Institute IQAC Coordinator Sign and Seal of Principal Jeevan Vikas Mahavidyalaya Devgram (Thugaondco) Tab. Narkhed, Dist. Nagpu:

INTERNAL INFRASTRUCTURE AUDIT REPORT

Academic Year:

Date:

Sr. No.	Title	Yes/No	Remark If any
1	Syllabus (Equipment's, Consumables, and Stationary) and infrastructure related requirements are obtained before commencement of the academic year.	Yes	
2	Due process is followed for purchase	yes	
3	Approved and sanctioned budgetary requirements are fulfilled	703	
4	DSR is maintained for all category of non-recurring purchases.	yes	
5	Consumables and stationary records are maintained	yes	
6	DSR verification done at department and institute level.	yes	
7	Stock of consumables and stationary is verified.	yes	
8	Non-repairable/obsolete items are identified for write-off and disposal as per the institute procedure.	7103	Annually
9	Equipment and infrastructure (electrical, civil, furniture) related maintenance requirements are identified and reported.	yes	
10	Equipment calibration records are maintained.	yes	
11	Maintenance requirements are fulfilled.	YU	
12	IT support is provided for conduct of exam.	yes	
13	Power backup is provided for conducting examinations.	Yes	
14	Is the IT and ICT infrastructure adequate for effective teaching learning and communication.	yes.	. process as per need
15	Are IT/ICT infrastructure related issues addressed properly.	yes	
16	Is there use of ICT in teaching learning?	yes	
17	Is there improvement in implementation of ICT in Teaching and Learning over previous year?	yes	
18	Are contents on website current and updated regularly?	yes	Till the state of
19	Is all data updated regularly on the institute ERP?	yes	
20	Are students availing hostel facility?	yes	
21	Hostel related issues are addressed appropriately.	yes	
22	Do differently abled faculty and students have adequate provision for special facilities?	Yes	
23	Are the fire safety measures in place and working?	Yes	
24	ls the housekeeping and cleanliness of infrastructure facilities done regularly?	Yes	
25	Are the AMC's for equipment's in place and monitored regularly	yes	1 0
26	Is there optimum usage of infrastructure and facilities for running all the courses in institute?	yes	

Suggestions for improvising the academic quality:

Verified the submitted report and i. Found satisfactory j. Remarks if any,	Found Edisfac	tony.
Name and Signature 60 - 11 - 1 - 11 - 6		
Name and Signature of Coordinator/Info	D. Y.M.	Sarade
Name and Signature of Member IQAC	Dr. Dr. p. m	· charpure
Name and Sign of Institute IQAC Coordin	Dr. M. G. Acha	aya
Sign and South of Printip I		
Principal Jeevan Vikas Mahavidyalaya	SALAS MANARE	
Devgram (Thugaondeo) Tah. Narkhed, Dist. Nagyar	SEAL PLANTS	

RESEARCH AND DEVELOPMENT AUDIT REPORT

Academic Year: 2019 - 20

Date: 36-4-2020

Sr. No.	Title	Yes/No	Remark if any
1.	Enrolled scholars progress is monitored regularly	Yes	
2.	Research center communication with the university is on time	NA	3
3.	Programs attended in other institutes and organized in-house by faculty and research scholars	Yes	
4.	Research publications of faculty and students	103	
5.	Programs/Activities conducted to promote research culture	Yes	
6.	Innovative projects undertaken by staff and students at department	703	
7.	Funding for innovative projects	Yes	
8.	Innovative lab/center of excellence at department	Nil	1
9.	Activities/trainings conducted under innovation lab/center of excellence	40	
10.	Have any IPR/patents been filed by staff or students	yes	100%
11.	Professional Society memberships held	Nil	
12.	Student chapters of professional society's	Mil	
13.	Activities conducted in association with professional society's	yes	
14.	Collaborative activities by faculty under professional society's	Yes	
15.	Activities conducted under ED cell to promote entrepreneurs	ye	
16.	Training programs/Audit courses conducted to promote entrepreneurial	Yes	
17.	Start up / entrepreneur ideas identified and promoted	_	

Suggestions for improvising the academic quality:

1. Innovative labs be maintained. 2. Research centers be Granted.

Verified the submitted report and Found satisfactory k. Remarks if any, 1. Name and Signature of Coordinator Research Committee Dr. M. G. Achaya Name and Signature of IQAC Member Name and Sign of Institute IQAC Coordinator

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Academic Year:

2019-20

Date: 30-4-2020

Department/Program:

Sr. No.	Title	Yes/No	Remark if any
1.	MOU's are signed with industries/other organization.	YES	
2.	Activities are conducted in relation with MOU's and mapped with POs and PSOs	70	
3.	Consultancy projects undertaken by faculty members.	Braposa	submitted.
4.	Industry sponsorship for technical events.	Nil	
5.	Industry sponsored projects in the department.	Nil	
6.	New companies added for sponsored projects.	111	
7.	Are internship outcomes identified?	74	
8.	Industry internships/training programs completed by faculty / students.	yes	The state of the s
9.	Internal assessment of student internships is completed.	yes	
10.	Feedback obtained on industry internships	Yey	
11.	Department wise training and placement records are maintained.	yes	
12.	On campus and off campus placement drives conducted.	yes	
13.	MOUs with industries for internships and placements.	yes	
14.	Skill development and Training programs to enhance employability are conducted and mapped with POs and PSOs	yos.	
15.	Skill development programs are aligned with the institute vision and mission statements.	YES	
16.	Training needs analysis done as per industry requirement.	No	
17.	Has the requisite data been submitted to the applicable national agencies?	AR	

Suggestions for improvising the academic quality:

1. Industry - HEI - Elation needs to be Grengthemed.
2. Industry - based projects be Glanted.

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Found Satisfactory. Verified the submitted report and Found satisfactory Remarks if any, Name and Signature of Coordinator Placement Cell Name and Signature of Member of IQAC Name and Sign of Institute IQAC Coordinator Sign and Seal of Principa **Principal** Jeevan Vikas Mahavidyalaya Devgram (Thugaondeo) Tah. Narkhed, Dist. Nagpur

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5. External Academic Audit External

Academic Audit Guidelines

- 1. This audit to be conducted once in a year at the end of Sem II of the academic year.
- 2. The external Auditor appointed must be from other university/Institute
- 3. At least one or two Auditors are to be appointed to conduct the external Academic audit.
- 4. For an audit, Rs 1000/- can be considered as remuneration.
- 5. After the audit a copy of certificate to be submitted to IQAC.
- Remarks and suggestions by the auditor are taken into consideration and action is taken accordingly.

Letter format for Remuneration to Auditor

Date: 15-04-2020

To, The Principal, Jeevan Vikas Mahavidyalaya Devgram, Tah. Narkhed, Dist. Nagpur -441301

Subject: Sanction of remuneration for the External Auditors.

Respected Sir,

We at Jeevan Vikas Mahvidyalaya, Devgram have planned for External Audit on -----

Name of Auditor: Dr. Yogeth Banginwar.
Institute of Auditor: Art. and Commerce College Pulgacon, wardha.

(M.S.)

Name of Auditor:

Institute of Auditor:

We request you to kindly consider our application and sanction an amount of Rs _____/- as a part of remuneration.

Thanking You,

IQAC Coordinator

Letter format for Invitation to External Auditor

Department Name:	Jeevan	Vikos	Maha	vidyalaya	, Devar	own,
To.						
Dr. Yogedh Ant and	Banginwa Commo	N NCC Co	illege,	pulgaen	, wardh	a (M·s.)

Subject: Request to conduct External Academic Audit at Jeevan Vikas Mahavidyalaya, Devgram.

Dear Sir/ Madam,

I am writing this letter in regard to the External Academic Audit at Jeevan Vikas Mahavidyalaya, Devgram.

The audit is Scheduled on $\frac{20-04-2020}{\text{for Academic year}}$ for Academic year (-----). The Audit details are attached as a separate copy for your reference.

Therefore, I request you to conduct the audit on the date assigned. I shall be highly obliged for your quick and kind response. In case of any query, you may contact on following numbers or on email.

Thank you,

IQAC Coordinator



JEEVAN VIKAS MAHAVIDYALAYA, DEVGRAM

Tah. Narkhed, Dist. Nagpur-441301 (M.S.)

(Permanent Affiliated to Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur)

College Code: 341

(NAAC Accredited in Cycle II with 'B++' Grade, CGPA 2.93)

ISO 9001:2015 Certified, NIRF Participated

Website: www.jvmd.co.in

E-mail: jvmthugaondco@gmail.com

Format for External Academic Audit

Date:

30-04-2020

Place:

Ngg pur

Name, Designation and Institute of Audit Experts:

Name of the Auditor	Designation of Auditor	Institute Name
Dr. Yogesh Banginwa	Head D.O.M. Bio. and IRAL co-ordinator	Art and commerce
_	_	_

Members of Institute Jeevan Vikas Mahavidyalaya, Devgram

Name	Designation	Signature
Dr. Raju G. Shrivame	Programme Coordinator	
Dr. yogash M. Sarode	IQAC Member	
Dr. Mangesh G. Acharya	IQAC Member	Res O
Dr. Devendra S. Bhongade	Principal	13 Mail

EXTERNAL ACADEMIC AUDIT FORM (*TO BE SUBMITTED BY EACH PROGRAM):

Sr. No.	Contents fo r Audit	Observations	Remarks/Suggestion s by the External Auditor		
		Title	Yes	No	
1	Course file	Required contents are included in Course File?	~		
		If any Contents to be included	_		Satisfactory
	м	Are Course files maintained for every Course?	V		
		Is Suitable teaching methodology adopted? Are assessment methods decided/used based on OBE? Syllabus completion is monitored every month? Questions for Theory and practical point of view are covered in the assessments.	V		
2	ARB (Academic record booklet)	Are all contents covered regarding student assessment and evaluation?	/		
		If any Contents to be included	-		
		Attendance, continuou s assessment/evaluation records aremaintained? Are Assessment rubrics are defined and followed?	/		
3	Mentor Mentee	Is the department mentor mentee system functioning smoothly?	V		
	t e	If any Contents to be included			
5	Feedback System (SOP)	Are all feedbacks being conducted on regular basis? Is there a SOP being defined for feedback system.	~	•	
		Is there requirement to make changes in feedback system?			

6	Projects	Does the project ideas are able to minimize the gap between industry and academia? Are industry inputs being taken from experts?	∀		×
		Are there student paper publications? Do students get opportunity to showcase their skill set on different platforms?		few departm	er
		Are there efforts being made for Sponsored / projects in collaboration with Industry?	~		
7	Publications	Are the department publications shared with all the stake holders?	~		
		Are the publications content wise helpful to students?	~		
	×	Does publications make note of students contributed towards it?	/		
8	Research funding and consultation	No. of Funded projects being conducted Area of Funded projects being conducted Status of Funded projects being conducted	/		
9	IPR	Programs are engaged in Patents/copyright as part of IPR	~		
10	Result analysis	Result analysis for each term is maintained?	~	25	
11	Internship	Does time student internship contibutes	V	1	
12	MoU	Are there MoU's with different industries? Any activities in collaboration??	~		
13	Training and Placement	Do training sessions organized and executed meet students requirement and recruiter expectations.	~	•	
		Are training sessions helping to build different skillsets in students?	~		
		Are placement activities conducted at	V		

Head of the Institute and IQAC should submit the following SWOC Analysis along with Internal and External Academic Audit Reports:

Strength: 1. Devoted and viscoury Management.

- 2. Holistic development of Gladents, social Commitment and environment concious
- 3. Most of the faculties have representation on University bodies.
- 4. Qualified and Committed faculty.

5. Multy faculty college.

- 1. Flow of Gludents . Is from economically poor
- 2. Locational disadvantage for Strengthening atademia industry Linkages.

Opportunities:

- 1. Leading capacity in all aspects.
- 2. Scope to Starts new programmes being plenty of
- 3. Lot of apportunities to open Gartup for Gudents.
- 4. Lot of emposure for the Students to do social service Challenges: To develop E-Content by faculty.
 - 1. To carryout research activity and immovative, practices with in own financial resourcers.
 - 2. Vaccomt teaching and non-teaching pasts due to governments policy.

3. Most of the girls Students Neuve the education due to marriage încreases the drapout rate.

Best Practice (s) / Innovations of the Institute:

1. Village Development 2. CAP project.

Future Plans of the institute:

- 1. To Make Essearch Center.
- 2. To become educational hub of national Standared.
- 3. To Gtep skill based Cources.

Signature of the IQAÇ Coordinator

on m. 4. Achaya

Signature of the Head with Seal

Principal Jeevan Vikas Mahavidyalav: Devgram (Thugaondeo)

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External Academic Audit Completion Report/Certificate

Name of the Institute / Program: Jewan	Vikes 1	Mahavidyalo	ya Dengram
Name of the Institute / Program: <u>Jeevan</u> Tuhsil -	NowKhed) Did - 1	lagpur (MS)

Date and Time: 30-04-2020

Name and Designation of the External Auditor:

Dr. Yogesh Banginwar HOD (Microbiology) & IBAL co-ordinator Art and Commerce College, pulguan, wardha

This is to certify that Academic Audit for the Academic Year 2019 -2020 has been successfully completed for of Jeevan Vikas Mahvidyalaya, Devgram and detailed report of the same is attached herewith.

Name & Sign (with stamp) of external Auditor

Final Audit Completion Certificate

It is to certify that the Internal and External academic audit has been completed by the Jeevan Vikas Mahavidyalaya, Devgram and IQAC has received following documents for the AY 2019-2020:

Internal Academic Audit Forms	~
External Academic Audit Form External	V
Academic Audit Certificate	~
SWOC Analysis of the	\bigvee
Program Plan for AY 2019-20 2-0	V

Kindly note the following suggestions / remarks:

Principal

IQAC Co-Ordinator

Academic Audit Cordinator

Principal Jeevan Vikas Mahavidyalay Devgram (Thugaond Tah. Narkhed, Dist

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JEEVAN VIKAS MAHAVIDYALAYA, DEVGRAM

Tah. Narkhed, Dist. Nagpur-441301 (M.S.)

(Permanent Affiliated to Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur)

INTERNAL AND EXTERNAL ACADEMIC AUDIT REPORT

Session 2020-2021

Submitted to THE COORDINATOR INTERNAL QUALITY ASSURANCE CELL

Submitted by DR. YOGESH BANGINWAR EXTERNAL ACADEMIC AUDITOR



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JEEVAN VIKAS MAHAVIDYALAYA, DEVGRAM Tah. Narkhed, Dist. Nagpur-441301 (M.S.)

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Website: www.jvmd.co.in

E-mail: jvmthugaondco@gmail.com

Internal Quality Assurance Cell Internal and External Academic Audit Manual

Index

1. Introduction to Academic Audit

The purpose of an academic audit is to encourage programs and the institution to evaluate their quality processes and standards based on predetermined benchmarks. It also focuses on activities required to produce, assure, and regularly improve the quality of the whole system in place including curricular and co-curricular activities. At the same time activities related to infrastructure and support services that are important/ contribute to academics are taken into consideration.

Academic Audit:

It is a model of ongoing self-reflection, collaboration, team work and peer feedback. It is based on structured conversations among faculty, stakeholders and peer reviewers, all focused on a common goal: to improve quality in teaching and learning and enhancing teaching & learning process. This manual is made to elaborate the process of academic auditing and setting up a system for betterment.

The objectives of academic auditing includes the assessment of course delivery as per the curriculum and syllabus prescribed by RTMNU, the co-curricular and extra-curricular activities of students, monitoring of the academic activities referring to the academic calendar, internal assessments, attainment of the Program outcomes, student welfare and grievances etc.

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The Internal Quality Assurance Cell (IQAC) submits the final academic audit report to the College Development Committee (CDC) at the end of every academic year. Each department conducts academic audit at the end of every semester. The academic auditing is conducted jointly by Internal Quality Assurance Cell within the college and external academic auditor/auditors appointed. For proper functioning of academics and to quantify the efforts dispensed by the faculty and students, some assessment components have been designed.

2. Objectives

- To ensure timely, efficient and progressive performance of academic processes
- To monitor and improve the quality of evaluation procedures and its credibility to support the system.
- To develop and set up quality benchmarks/parameters for various academic activities of the institution
- To define effectiveness of teaching learning process to optimize and integrate modern methods of teaching and learning.
- To ensure that the institute is benefitted by Outcome Based Education approach.
- To facilitate the creation of a learner-centric environment through co-curricular and extracurricular activities as well.
- · To incorporate feedback mechanism from students, parents and other stakeholders on quality-related institutional processes

3. Program Level Internal and External Academic Audit process

Preamble:

An academic audit reviews the processes used by programs to enhance the quality of their teaching & learning processes. Each program is required to have system that guarantee quality in teaching and learning that they provide to students. Standards for student achievement must be set and attendant processes must be in place to implement Institute policies directed to these ends. There are four basic areas that are examined in the academic audit as follows:

Defining intended learning outcomes { Program Outcomes-POs, Program Specific

Outcomes-PSO and Program Educational Outcomes-PEOs (as applicable)

- Delivering program curricula
- Designing teaching and learning processes
- Developing and using assessment methods

4. Academic Audit Process

The Department Academic audit is conducted twice a year and IQAC Performance Review is done annually. Academic feedbacks that are collected (viz. midterm, end term, course exit, student satisfaction survey, peer feedback, peer ICT feedback, parents feedback, alumni feedback, employee feedback, institutional, program exit records) are maintained and analyzed to ensure that stakeholder inputs are integrated into the quality assurance mechanism.

Academic Audit Committee

- i. Principal
- ii. Coordinator Academic & Administrative Processes)
- iii. IQAC Co-Ordinator
- iv. Coordinator- Academic Planning and Development)
- v. Coordinator- Research & Development
- vi. Training and Placement Officer
- vii. Coordinator Extension Activities
- viii. Chief Supervisor Examination
- ix. Coordinator Infrastructure & Building Maintenance

In the Academic Audit the following focal points in teaching learning process are verified:

- 1. Academic Planning & Co ordination
- 2. Adherence to Academic Activity planner
- 3. Course monitoring
- 4. Curriculum booklet.
- Skill based learning

Teaching & Learning

- 6. Course file.
- 7. Academic Record booklet (ARB)
- 8. CO-PO-PSO mapping, CO-PO-PSO Attainment, Make-up classes, remedial classes.
- 9. Assessment of assignments, online tests, subjective tests etc.

Other

- 10. ICT in teaching learning and Online Courses completed by faculty and students
- 11. Counselling and mentoring of students.
- 12. Feedback Analysis.

Following points are also included in the Internal and External Academic Audit of the department:

- 1. Research and Development which include Project and relevant activities.
- 2. Industry Institute Interaction which include Industrial Visit for students
- Extension Activities include value added and enrichment programs conducted by the
 department. It also includes Curricular, Co-curricular and Extra-curricular activities
 such as Seminar/Conference/Workshop/Guest Lecture and other student activities
 conducted and attended by students.
- 4. Examination which includes Examinations, Result Analysis and Evaluation.
- 5. Training and Placement
- 6. Infrastructure and facilities

INTERNAL ACADEMIC AUDIT REPORT

Academic Year: 2020 - 2021

Department/Program: UG

Date: 30/04/2021

Sr.No.	Title	ВА	B.Com	B.Sc.	B.Voc.
3F.IVO,		Yes/No (Remark if any)	Yes/No (Remark if any)	Yes/No (Remark if any)	Yes/No (Remark i any)
1.	CO-PO-PSO mapping completed for all courses	40	Yes	Yes	Yey
2.	Mapping of the curriculum with POs and PSOs is satisfactory	49	Yes	49	Yes
3.	Teaching plans for all the courses prepared by the respective faculty are available.	- 46)	Yes	yes	yes
4.	Academic record booklet maintained for all courses	49	YY	yes	No
5.	The updated faculty Course file is available	yeg	Yes	Yes	yes
6,	Curriculum booklet completed for all courses and made available to students.	74	yy	Yes	Yey
7.	Course materials for all the courses are available.	Yes	Y43	Yey	Уg
8.	The laboratory manuals for all courses are available.	MA	MA	. 44	yy
9.	Open Educational Resource (OER)of every faculty available at the faculty website	49	Ио	Yes	No
10.	Assessment of assignments, online tests and subjective tests	44	yes	Yey	Yey
11.	Make-up classes are conducted for improvement of internal assessment.	Yey	Yes	YY	Yey
12.	Result Analysis of previous semester result	Yey	49	YY	yes.

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13.	CO-PO-PSO attainment done for all courses	Yes	149	y-ey	49
14.	Review of projects completed by students considering PO and PSO attainment	49	Yes	yes	Yes
15.	Remedial classes are conducted for students whose performance is not satisfactory in the University exams.	49	Y9	Yes	res
16.	Curricular/Co- curricular/extra- curricular/value added programs and enrichment programs are conducted at the department.	49	٦٩	Yy	YY
17.	Adherence to Academic activity planner of events of the department.	79	Yey	YY	Yes
18.	Peer feedback conducted and analysis done	49	Yes	Yes	Уч
19.	Students (mid-term and end term) feedback conducted and analysis done.	Yes	Yes	УчЭ	yes
20.	Course exit feedback conducted and analysis done.	44	УЗ	yy	Yes
21.	Program exit survey conducted and analysis done	yes	yes	у9	Yes
22.	Parents feedback conducted and analysis done.	yes	Yey	УÐ	þе
23.	Institute feedback conducted and analysis done.	YY	yes	Yey	yey
24.	Student Satisfaction feedback conducted and analysis done.	Yey	Yes	Уes	74.
25.	Skill development online courses opted by	No	No	No	No

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	students (NPTEL, Spoken Tutorials)		1		
26.	Counseling and mentoring done for students	Yes	49	yej	yes
27.	Student grievances are taken care of	44	Yes	44	79
28.	Online courses/ MOOCs completed by faculty.	Yey	YY	40	yej,

Suggestions for improvising the academic quality:

- 1. The academic record of the remaining becauty be maintained.
- 2. The student of U-G. program be inspired to undergo on-line skill development courses.

Verified the submitted report and found satisfectory. Found satisfactory a. b. Remarks if any, Name and Signature of Head of the Department/Programme Coordinator Dr. p. m. Tharpyone **IQAC** Members Dr. M. G. Achaya Name and Sign of IQAC Coordinator Principal Jeevan Vikas Mahavidyalaya Devgram (Thugaondeo) Tah. Narkhed, Dist. Nagpur

INTERNAL ACADEMIC AUDIT REPORT

Academic Year: 2020-7021

Date: 30/04/2021.

Department/Program: PG (Humanities)

Sr.No.	Title	MA English	MA Marathi	MA Pol. Sci.	MA Economics
	ride	Yes/No (Remark if any)	Yes/No (Remark if any)	Yes/No (Remark if any)	Yes/No (Remark if any)
1.	CO-PO-PSO mapping completed for all courses	Yes	Yes	YeJ	yes
2.	Mapping of the curriculum with POs and PSOs is satisfactory	YY	Yes	Yes	yes.
3.	Teaching plans for all the courses prepared by the respective faculty are available.	YES	AA	yej	Àa
4.	Academic record booklet maintained for all courses	Yes	yes	Yel	yes
5.	The updated faculty Course file is available	49	yes	Yes	yes
6.	Curriculum booklet completed for all courses and made available to students.	Yes	Yes	Yes	Yes
7.	Course materials for all the courses are available.	49	79	YeJ	Y9
8.	The laboratory manuals for all courses are available.	ИК	NA	NA	NA
9.	Open Educational Resource (OER)of every faculty available at the faculty website	yes	YeJ	Yes	Yey
10.	Assessment of assignments, online tests and subjective tests	yes	79	yes	yey
11.	Make-up classes are conducted for improvement of internal assessment.	Yes	yes	Yes	yes
12.	Result Analysis of previous semester result	yes	yy	yes	yes,

13.	CO-PO-PSO attainment done for all courses	49	74	Yes	y e
14.	Review of projects completed by students considering PO and PSO attainment	49	Yey	YIJ	yey
15.	Remedial classes are conducted for students whose performance is not satisfactory in the University exams.	Yes	yes	Yes	yes
16.	Curricular/Co- curricular/extra- curricular/value added programs and enrichment programs are conducted at the department.	Yes	УÐ	yes	Yes
17.	Adherence to Academic activity planner of events of the department.	yes	yes	УIJ	YY
18.	Peer feedback conducted and analysis done	44	yes	yes	yeg
19.	Students (mid-term and end term) feedback conducted and analysis done.	49	yes	yes	yes
20.	Course exit feedback conducted and analysis done.	yes	yes	yes	yej
21.	Program exit survey conducted and analysis done	yes	ye)	Ye	Yes
22.	Parents feedback conducted and analysis done.	yes	yes	Yes	yej
23.	Institute feedback conducted and analysis done.	49	yes	yes	YY
24.	Student Satisfaction feedback conducted and analysis done.	yes	yes	yes	yes.
25.	Skill development online courses opted by	1 /40	No	Nb	No

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	students (NPTEL, Spoken Tutorials)		н		
26.	Counseling and mentoring done for students	79	yes	Yes	49
27.	Student grievances are taken care of	yes	49	yes	yes
28.	Online courses/ MOOCs completed by faculty.	49	Yes	Ye	प्रथ,

 $Suggestions\ for\ improvising\ the\ academic\ quality:$

1. The students of P.C. be inspired to attend on line courses.

Verified the submitted report and found satisfactory, Found satisfactory Remarks if any, Name and Signature of Head of the Department/Programme Coordinator Dr. P.m. Gharpyre **IQAC Members** Name and Sign of IQAC Coordinator Jeevan Vikas Mahavidyalay Devgram (Thugaondeo) Tah. Narkhed, Dist. Nagpur

INTERNAL ACADEMIC AUDIT REPORT

Academic Year: 20 20 - 20 2)

Date: 30/04/2021

Department/Program: PG (Science)

Sr.No.	Title	M.Sc. Microbiology Yes/No (Remark if any)	M.Sc. Mathematics Yes/No (Remark if any)	M.Sc. Chemistry Yes/No (Remark if any)	M.Sc. Computer Science Yes/No (Remark if any)
1.	CO-PO-PSO mapping completed for all courses	79	yes	Yes	yej
2.	Mapping of the curriculum with POs and PSOs is satisfactory	YES	Yes	yes	yes
3.	Teaching plans for all the courses prepared by the respective faculty are available.	yes	YES	yes	yes
4.	Academic record booklet maintained for all courses	YS	ye	yes	yes
5.	The updated faculty Course file is available	Yes	yes	Yes	yej
6.	Curriculum booklet completed for all courses and made available to students.	yes	ye	Yej	Yes
7.	Course materials for all the courses are available.	yes	Yes	Yey	Yey
8.	The laboratory manuals for all courses are available.	yes	yes	yes	yes
9.	Open Educational Resource (OER) of every faculty available at the faculty website	yes	yes	yes	No
10.	Assessment of assignments, online tests and subjective tests	yes	yej	yey	Yes
11.	Make-up classes are conducted for improvement of internal assessment.	Yes	yes	yes	yes
12.	Result Analysis of previous semester result	yes	yes	Yes	yy,

13.	CO-PO-PSO attainment done for all courses	yes	yes	Yes	yes.
14.	Review of projects completed by students considering PO and PSO attainment	yes	yes	Yes	уes
15.	Remedial classes are conducted for students whose performance is not satisfactory in the University exams.	YES	yes	yes	ha
16.	Curricular/Co- curricular/extra- curricular/value added programs and enrichment programs are conducted at the department.	yes	yej	yes	yes
17.	Adherence to Academic activity planner of events of the department.	yes	yes	yes	yes
18.	Peer feedback conducted and analysis done	yes	YES	yes	yej
19.	Students (mid-term and end term) feedback conducted and analysis done.	yes	УÐ	ye	yes
20.	Course exit feedback conducted and analysis done.	yes	yey .	yes	yes
21.	Program exit survey conducted and analysis done	No	No	No	No
22.	Parents feedback conducted and analysis done.	yes	Yes	yes	yes
23.	Institute feedback conducted and analysis done.	yes	yes	ye	yes
24.	Student Satisfaction feedback conducted and analysis done.	yes	yes	yes	yes.
25.	Skill development online courses opted by	NO	No	No	No

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	students (NPTEL, Spoken Tutorials)				
26.	Counseling and mentoring done for students	Yes	yes	yes	yey
27.	Student grievances are taken care of	yes	Уe	, Aei	yej
28.	Online courses/ MOOCs completed by faculty.	yes	yes	Yes	yes.

Suggestions for improvising the academic quality:

- 1. Open Educational Resources (OCR) by remaining featurity be prepared and maintained.
- 2. Program Ereit Suevey be conducted.
- 3. The students be inspired to attend on line courses.

Verified the submitted report and found satisfectory. Found satisfactory Remarks if any, Name and Signature of Head of the Department/Programme Coordinator Dr. Y.M. Samole Dr. p.m. Gharpyre **IQAC** Members Dr. M. G. Achaya Name and Sign of IQAC Coordinator Principal Jeevan Vikas Mahavidyalaya Devgram (Thugaondeo) Tah. Narkhed, Dist. Nagpur

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INTERNAL ACADEMIC AUDIT REPORT

Academic Year:

Date:

Department/Program: PG (Commerce)

Sr.No.	Title	M. Com. Yes/No (Remark if any)
1,	CO-PO-PSO mapping completed for all courses	Yes
2.	Mapping of the curriculum with POs and PSOs is satisfactory	yes
3,	Teaching plans for all the courses prepared by the respective faculty are available.	yes
4.	Academic record booklet maintained for all courses	Yes
5.	The updated faculty Course file is available	Yes
6.	Curriculum booklet completed for all courses and made available to students.	Yes
7.	Course materials for all the courses are available.	Yes
8.	The laboratory manuals for all courses are available.	MA
9.	Open Educational Resource (OER)of every faculty available at the faculty website	ND
10.	Assessment of assignments, online tests and subjective tests	yes
11.	Make-up classes are conducted for improvement of internal assessment.	yes
12.	Result Analysis of previous semester result	YS
13.	CO-PO-PSO attainment done for all courses	yes .
14.	students considering PO and PSO attainment	Yes
15.	Remedial classes are conducted for students whose performance is not satisfactory in the	yes.

	University exams.	
16.	Curricular/Co-curricular/extra- curricular/value added programs and enrichment programs are conducted at the department.	yes
17.	Adherence to Academic activity planner of events of the department.	yes
18.	Peer feedback conducted and analysis done	yes
19.	Students (mid-term and end term) feedback conducted and analysis done.	yes
20.	Course exit feedback conducted and analysis done.	MO.
21.	Program exit survey conducted and analysis done	yes
22.	Parents feedback conducted and analysis done.	yes
23.	Institute feedback conducted and analysis done.	yes .
24.	Student Satisfaction feedback conducted and analysis done.	yes
25.	Skill development online courses opted by students (NPTEL, Spoken Tutorials)	NO
26.	Counseling and mentoring done for students	yes
27.	Student grievances are taken care of	yes.
28.	Online courses/ MOOCs completed by faculty.	Nō

Suggestions for improvising the academic quality:

- OER by family be prepared and maintained.
- 2. course Exit feedback be maintended.
- 3. The students be encouraged to attend on-line courses,
- 4. The faculty should go for online/Moocs.

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Verified the submitted report and found satisfactory, Found satisfactory Remarks if any, Name and Signature of Head of the Department/Programme Coordinator Ar. X. M. Smale **IQAC Members** Dr. p. m. Ghanpure Dr. m. 4. Achaya Name and Sign of IQAC Coordinator **Principal** Jeevan Vikas Mahavidyalaya Devgram (Thugaondeo) Tah. Narkhed, Dist. Nagpur

INTERNAL EXAMINATION AUDIT REPORT

Academic Year: 2020 - 2021

Date: 30/04/202

Department/Program: Examination

Sr. No.	Title	Yes/No	Remark if any
1.	Was student stationary provided in time?	yes	
2.	Was power back-up asked for and provided if needed during online and other exams	Yey	
3.	Are examination halls well equipped for conducting exams	yes	
4.	Is housekeeping of examination halls done regularly	yes	
5.	Were there internet connectivity issues for conduct of exams	Noi	siue.
6.	Is notification for filling exam forms for university communicated to students	Yeg	
7.	Are exam schedules displayed prior to the examinations	yes	
8.	Are invigilation schedules for examiners declared in advance and conveyed	Yey	
9.	Are duties of support staff communicated prior to exams	49	*
10.	Are rules for unfair means and practices displayed during the exams	Yey	
11.	Result analysis completed for previous term results	Yey	
12.	Exam related grievances are addressed appropriately	yes	
13.	Letters of Recommendation and transcripts	yes.	

Suggestions for improvising the quality process:

An the second related to exemination are maintained properly.



verified the submitted report and e. Found satisfactory found Sculisfeutoey . d. Remarks if any,
Name and Signature Chief Supervisor (Exam.)
Ar. J. M. Sarrele
Name and Signature of IQAC Members Dr. P. m. Charpyre
Dr. M. G. Achaya
Principal Jeevan Vikas Mahavidyalaya Devgram (Thugaondeo) Tah. Narkhed, Dist. Nagpur

INTERNAL EXTENSION ACTIVITIES AUDIT REPORT

Academic Year:

Date:

Department/Program: NSS

Sr. No.	Title	Yes/No	Remark if any
1	Department Student Council is established every year?	yes	
2	Is the student council involved in institute development?	yes	
3	Institute/department supports student participation in sports.	yes	
5_	Are Students from department involved in NSS 11 12 12		
6	Activities proposed under NSS RTMNU are aligned to Vision and mission of Institute/Department.	yes	
7	The proposed activities are executed and report submitted to university.		
8	The activities proposed and executed by clubs are aligned to POs and PSOs.	yes	
9	The activities conducted by clubs are mapped with POs and PSOs.	Ves	
10	The activities are conducted as per the activity planner.	yes	
11	The activity planner is aligned to the academic planner of college	yej	
12	Curricular/Co-curricular/extra-curricular/value added programs and enrichment programs are conducted at the college	yes	
13	Curricular/Co-curricular/extra-curricular/value added programs and enrichment programs are mapped with POs and PSOs	yes	
14	The publications of the NSS are done with student efforts.	yes	,
15	Are Guidelines provided for e-publications by NSS?	MO	
16	Publications of NSS are available to all stake holders.	yes	
17	Department/Institute publications are mapped with POs and PSOs	·yes	
18	Students are encouraged to participate in techno management events.	49	
21	Activities in association with alumni are organized and executed.	yes	

Suggestions for improvising the quality process:

Verified the submitted report and found satisfulowy. Found satisfactory ť. Remarks if any, Name and Signature of NSS Programme Officer Pr. y. M. Sande Dr. p. m. Gharpyre Name and Signature of Department IQAC Members Name and Sign of Institute IQAC Coordinator Dr. m. g. Achaya Sign and Seal of Principal Jeevan Vikas Mahavidvala Devgram (Thugaonder .

Tah. Narkhed. That Nat

INTERNAL INFRASTRUCTURE AUDIT REPORT

Academic Year:

Date:

Sr. No.	Title	Yes/No	Remark If any
1	Syllabus (Equipment's, Consumables, and Stationary) and infrastructure related requirements are obtained before commencement of the academic year.	ye	
2	Due process is followed for purchase	yes	
3	Approved and sanctioned budgetary requirements are fulfilled	ves	
4	DSR is maintained for all category of non-recurring purchases.	yes	
5	Consumables and stationary records are maintained	yes	
6	DSR verification done at department and institute level.	'yes	
7	Stock of consumables and stationary is verified.	yes	
8	Non-repairable/obsolete items are identified for write-off and disposal as per the institute procedure.	yej	Amhuelly.
9	Equipment and infrastructure (electrical, civil, furniture) related maintenance requirements are identified and reported.	yy	U
10	Equipment calibration records are maintained.	yes	
11	Maintenance requirements are fulfilled.	yes	
12	IT support is provided for conduct of exam.	yes	
13	Power backup is provided for conducting examinations.	ye	
14	Is the IT and ICT infrastructure adequate for effective teaching learning and communication.	yes	Process as per need.
15	Are IT/ICT infrastructure related issues addressed properly.	ye	
16	Is there use of ICT in teaching learning?	ye	
17	Is there improvement in implementation of ICT in Teaching and Learning over previous year?	yey	1
18	Are contents on website current and updated regularly?	yes	
19	Is all data updated regularly on the institute ERP?	yes	
20	Are students availing hostel facility?	yes	
21	Hostel related issues are addressed appropriately.	49	
22	Do differently abled faculty and students have adequate provision for special facilities?	49	3.
23	Are the fire safety measures in place and working?	Yeg	
24	Is the housekeeping and cleanliness of infrastructure facilities done regularly?	yes	
25	Are the AMC's for equipment's in place and monitored regularly	yes	
26	Is there optimum usage of infrastructure and facilities for running all the courses in institute?	yes	

$Suggestions \ for \ improvising \ the \ academic \ quality;$

Vesified the submitted report and b. Found satisfactory j. Remarks if any,	found satisfactory.
Name and Signature of Coordinato	Dr. 7. M. Sarade
Name and Signature of Member IC	pr. p. m. anarparia
Name and Sign of Institute IQAC C	Dr. M. G. Achaya
Sign an Principal Principal	SEAL E

RESEARCH AND DEVELOPMENT AUDIT REPORT

Academic Year: 2020 - 202)

Date: 30/04/202)

Sr. No.	Title	Yes/No	Remark if any
1.	Enrolled scholars progress is monitored regularly	Yes	
2.	Research center communication with the university is on time	MA.	
3.	Programs attended in other institutes and organized in-house by faculty and research scholars	yes	
4.	Research publications of faculty and students	yes	
5.	Programs/Activities conducted to promote research culture	yes	
6.	Innovative projects undertaken by staff and students at department	Yes	19
7.	Funding for innovative projects	yes	
8.	Innovative lab/center of excellence at department	Nil	
9.	Activities/trainings conducted under innovation lab/center of excellence	yes	
10.	Have any IPR/patents been filed by staff or students	yes	(00°/-
11.	Professional Society memberships held	HII	
12.	Student chapters of professional society's	Nil	
13.	Activities conducted in association with professional society's	yes	
14.	Collaborative activities by faculty under professional society's	yes	
15.	Activities conducted under ED cell to promote entrepreneurs	yes	
16.	Training programs/Audit courses conducted to promote entrepreneurial	Yes.	2
17.	Start up / entrepreneur ideas identified and promoted	-	

Suggestions for improvising the academic quality:

Innovative Lubs be maintained.

Research conter be started.

Verified the submitted report and Found satisfactory k. 1. Remarks if any, Name and Signature of Coordinator Research Committee Pr. M. M. Sande Pr. p. p. m & harpume Name and Signature of IQAC Member Name and Sign of Institute IQAC Coordinator Dr. m. G. Achaya **Principat** Jeevan Vikas Mahavidyalaş Devgram (Thugaondeo) Tah. Narkhed, Dist. Nagpyr

TRAINING AND PLACEMENT AND INDUSTRY INSTITUTE INTERACTION AUDIT REPORT

Academic Year: 2020 - 20 21

Date: 30/04/2021

Department/Program:

Sr. No.	Title	Yes/No	Remark if any
1.	MOU's are signed with industries/other organization.	49	
2.	Activities are conducted in relation with MOU's and mapped with POs and PSOs	yes	
3.	Consultancy projects undertaken by faculty members.	Paupo	sal submitted.
4.	Industry sponsorship for technical events.	HII	
5.	Industry sponsored projects in the department.	Nil	
6.	New companies added for sponsored projects.	Nil	
7.	Are internship outcomes identified?	74	
8.	Industry internships/training programs completed by faculty / students.	yes	
9.	Internal assessment of student internships is completed.	yes	
10.	Feedback obtained on industry internships	443	
11.	Department wise training and placement records are maintained.	yes	8
12.	On campus and off campus placement drives conducted.	yes	
13.	MOUs with industries for internships and placements.	yes	
14.	Skill development and Training programs to enhance employability are conducted and mapped with POs and PSOs	yes	
15.	Skill development programs are aligned with the institute vision and mission statements.	YS	
16.	Training needs analysis done as per industry requirement.	Nο	
7.	Has the requisite data been submitted to the applicable national agencies?	yes.	

Suggestions for improvising the academic quality:

- 1. Industry HEI reaction needs to be strengthned.
 2. Industry based projects be started.

Verified the submitted report and found satisfactory. Found satisfactory Remarks if any, Name and Signature of Coordinator Placement Cell PL Dr. P. M. Ghanpyone Name and Signature of Member of IQAC Name and Sign of Institute IQAC Coordinator Dr. m. G. Achaya Sign and Seal of Princ **Principal** Jeevan Vikas Mahavidyalaya Devgram (Thugaondeo) Tah. Narkhed, Dist. Nagpur

5. External Academic Audit External

Academic Audit Guidelines

- 1. This audit to be conducted once in a year at the end of Sem II of the academic year.
- 2. The external Auditor appointed must be from other university/Institute
- 3. At least one or two Auditors are to be appointed to conduct the external Academic audit.
- 4. For an audit, Rs 1000/ can be considered as remuneration.
- 5. After the audit a copy of certificate to be submitted to IQAC.
- Remarks and suggestions by the auditor are taken into consideration and action is taken accordingly.

Letter format for Remuneration to Auditor

Date: 15/04/2021

To, The Principal, Jeevan Vikas Mahavidyalaya Devgram, Tah. Narkhed, Dist. Nagpur -441301

Subject: Sanction of remuneration for the External Auditors.

The auditor details are as follows:

Name of Auditor:

Institute of Auditor:

DE. Mogesh Bunginwat
Act and commerces college, pulgeum, wordha. (n.s)

Name of Auditor:

Institute of Auditor:

We request you to kindly consider our application and sanction an amount of Rs 1000/- as a part of remuneration.

Thanking You,

IQAC Coordinator





Letter format for Invitation to External Auditor

Jeevan Vikas Mahavidyalaya, Dergeam **Department Name:**

To.

Dr. Yogesh Banginwar.
Ast and commesse college.

Pulgaon, Mordha (MS).

Subject: Request to conduct External Academic Audit Jeevan Mahavidyalaya, Devgram.

Vikas

Dear Sir/ Madam,

I am writing this letter in regard to the External Academic Audit at Jeevan Vikas Mahavidyalaya,

The audit is Scheduled on 20/04/2021 for Academic year (2020-202). The Audit details are attached as a separate copy for your reference.

Therefore, I request you to conduct the audit on the date assigned. I shall be highly obliged for your quick and kind response. In case of any query, you may contact on following numbers or on email.

Thank you,

IQAC Coordinator

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JEEVAN VIKAS MAHAVIDYALAYA, DEVGRAM

Tah. Narkhed, Dist. Nagpur-441301 (M.S.)

(Permanent Affiliated to Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur)

College Code: 341

(NAAC Accredited in Cycle II with 'B++' Grade, CGPA 2.93)

1SO 9001:2015 Certified, NIRF Participated

Website: www.jvmd.co.in

E-mail: jvmthugaondco@gmail.com

Format for External Academic Audit

Date: 80/04/2021

Place:

Magput.

Name, Designation and Institute of Audit Experts:

Name of the Auditor	Designation of Auditor	Institute Name	
Dr. Yogesh Banginwar	Head, Do Microbiology 1BCA CO-OEdinates	Ast and commerce college.	

Members of Institute Jeevan Vikas Mahavidyalaya, Devgram

Name	Designation	Signature
Pł. Raju G. Shzizame	Programme Coordinator	(BD)
Dr. Yogesh. M. sarode	IQAC Member	A month
Dr. Mangesh G. Acharya	IQAC Member	(P)L
DR. Devendra Bhongade.	Principal	

EXTERNAL ACADEMIC AUDIT FORM (*TO BE SUBMITTED BY EACH PROGRAM):

Sr. No.	Contents fo r Audit	Observations			Remarks/Suggestion s by the External Auditor	
		Title	Yes	No		
1	Course file	Required contents are included in Course File?	~			
		If any Contents to be included			satisfuctores.	
	· *	Are Course files maintained for every Course?	~			
		Is Suitable teaching methodology adopted? Are assessment methods decided/used based on OBE? Syllabus completion is monitored every month? Questions for Theory and practical point of view are covered in the assessments.	V			
2	ARB (Academic record booklet)	Are all contents covered regarding student assessment and evaluation? If any Contents to be included	<u>ر</u>			
		Attendance, continuou s assessment/evaluation records aremaintained? Are Assessment rubrics are defined and followed?	V			
3	Mentor Mentee	Is the department mentor mentee system functioning smoothly? If any Contents to be included	V			
5	Feedback System (SOP)	Are all feedbacks being conducted on regular basis? Is there a SOP being defined for feedback system.	V			
		Is there requirement to make changes in feedback system?				

6	Projects			
O	riojects	Does the project ideas are able to minimize the gap between industry and academia? Are industry inputs being taken from experts? Are there student paper publications	y v	
		Do students get opportunity to showcase their skill set on different platforms?)	few depurfments.
		Are there efforts being made for Sponsored / projects in collaboration with Industry?	V	
7	Publications	Are the department publications shared with all the stake holders?	V	
		Are the publications content wise helpful to students? Does publications make note of	V	
8	Research funding and consultation	No. of Funded projects being conducted Area of Funded projects being conducted Status of Funded projects being conducted		
9	IPR	Programs are engaged in Patents/copyright as part of IPR	<u></u>	
10	Result analysis	Result analysis for each term is maintained?	~	
11	Internship	Does time student internship contibutes	<u></u>	
12	MoU	Are there MoU's with different industries? Any activities in collaboration??	1	
13	Training and Placement	Do training sessions organized and executed meet students requirement and recruiter expectations.	~	
	0)	Are training sessions helping to build different skillsets in students?	~	
11.15		Are placement activities conducted at	~	

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		department? How are the			
1		placements??			
14	Students' association	Activities are conducted under different chapter	1'	ho	
	Clubs Student Chapters	Are students involved in organizing the activities under different chapter?		ho	
15		Are the executed activities contributing to student's skillset? Does the program hasProfessional student chapters? No. of activities conducted under the Professional student chapters? Are Club activities covering the aspects of extension, industries and social part? Are students motivated to be a part			
		of mentioned heads?	V		
16		Are students briefed and motivated to be a part of student chapters? Are minutes conducted with stakeholders: Alumni, Parent, etc. being maintained? Contribution of DAB in identifying Curriculum gaps? Mapping of Program with mission, vision, PEO of Institute's is communicated to all the faculty members?			

Signature of the Head with Seal

Name & Signature of the Audit Expert

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Principal
Jeevan Vikas Mahavidyalaya
Devgram (Thugaondeo
Tah, Narkhed, Diec, Nagp



Head of the Institute and IQAC should submit the following SWOC Analysis along with Internal and External Academic Audit Reports:

Strength: 1) Devoted and visonory management.

- 2. Holistic development of students, social commitment.
- 8. most of the faculties have representation on university bodies.
- 4. Qualified and committed lawy,
- 5. multi faculty college.

Weakness:

- 1. flow of students is from economically pour bulgeound
- 2 Locutional disadvantages for strengthning accordenice.

 Thoustry linkages.

Opportunities: 1. Leading capacity in all aspects.

- e. scope of start new department programs being plenty of Intrustructural facilités.
- 3. Lot of appostunities to open start up for students.
- 4. Lot of emposure les students to de social

Challenges:

- 5. To develop E-content by fuculty.
- 1. To casey out reseased activities and innovative featices within own linuncial resources.
- 2. Novement policy.
- 3. Most of girl students leave the education due do massicuye inviecuse the dropout seute.

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Best Practice (s) / Innovations of the Institute:

- 1. Village Developments
- 2. CAP PROTECT.

Future Plans of the institute:

- 1. To make research center.
- 2. To become educational hub of National standard.
- 3. To start skill based courses.

Signature of the IQAC Coordinator

Dr. m. G. Achaya

Signature of the Head with Seal

Principal Jeevan Vikas Mahavidyalay Devgram (Thugaondeo) Tah. Narkhed, Dist. Nagpur

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External Academic Audit Completion Report/Certificate

Name of the Institute / Program: <u>Jeevan Vikon Mahavidyalaya</u>

Deugram, Tah. Narkhed, Dist Naypur.

(m.s.)

Date and Time: 30/04/2021

Name and Designation of the External Auditor:

DE-Yogesh Bonginwore.
HOD (microbiology) & 1'BAC co-ordinator.
Art and commerse college, magpure.

This is to certify that Academic Audit for the Academic Year 20 - has been successfully completed for of Jeevan Vikas Mahvidyalaya, Devgram and detailed report of the same is attached herewith.

Name & Sign (with stamp) of external Auditor

Final Audit Completion Certificate

It is to certify that the Internal and External academic audit has been completed by the Jeevan Vikas Mahavidyalaya, Devgram and IQAC has received following documents for the AY 2020 2021:

Internal Academic Audit Forms	
External Academic Audit Form External	V
Academic Audit Certificate	V
SWOC Analysis of the	V
Program Plan for AY 2020-2021	V

Kindly note the following suggestions /remarks:

Principal

IQAC Co-Ordinator

Academic Audit Cordinator

Jeevan Vikas Mahavidyalaya Devgram (Thugaondeo) Tah. Narkhed, Dist. Nagpur





JEEVAN VIKAS MAHAVIDYALAYA, DEVGRAM

Tah. Narkhed, Dist. Nagpur-441301 (M.S.)

(Permanent Affiliated to Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur)

INTERNAL AND EXTERNAL ACADEMIC AUDIT REPORT

Session 2021-2022

Submitted to
THE COORDINATOR
INTERNAL QUALITY ASSURANCE CELL

Submitted by DR. ANIL G. DODEWAR EXTERNAL ACADEMIC AUDITOR



JEEVAN VIKAS MAHAVIDYALAYA, DEVGRAM

Tah. Narkhed, Dist. Nagpur-441301 (M.S.)

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Website: www.jvmd.co.in

E-mail: jvmthugaondeo@gmail.com

Internal Quality Assurance Cell Internal and External Academic Audit Manual

Index

1. Introduction to Academic Audit

The purpose of an academic audit is to encourage programs and the institution to evaluate their quality processes and standards based on predetermined benchmarks. It also focuses on activities required to produce, assure, and regularly improve the quality of the whole system in place including curricular and co-curricular activities. At the same time activities related to infrastructure and support services that are important/ contribute to academics are taken into consideration.

Academic Audit:

It is a model of ongoing self-reflection, collaboration, team work and peer feedback. It is based on structured conversations among faculty, stakeholders and peer reviewers, all focused on a common goal: to improve quality in teaching and learning and enhancing teaching & learning process. This manual is made to elaborate the process of academic auditing and setting up a system for betterment.

The objectives of academic auditing includes the assessment of course delivery as per the curriculum and syllabus prescribed by RTMNU, the co-curricular and extra-curricular activities of students, monitoring of the academic activities referring to the academic calendar, internal assessments, attainment of the Program outcomes, student welfare and grievances etc.



The Internal Quality Assurance Cell (IQAC) submits the final academic audit report to the College Development Committee (CDC) at the end of every academic year. Each department conducts academic audit at the end of every semester. The academic auditing is conducted jointly by Internal Quality Assurance Cell within the college and external academic auditor/auditors appointed. For proper functioning of academics and to quantify the efforts dispensed by the faculty and students, some assessment components have been designed.

2. Objectives

- To ensure timely, efficient and progressive performance of academic processes
- To monitor and improve the quality of evaluation procedures and its credibility to support the system.
- To develop and set up quality benchmarks/parameters for various academic activities of the institution
- To define effectiveness of teaching learning process to optimize and integrate modern methods of teaching and learning.
- To ensure that the institute is benefitted by Outcome Based Education approach.
- To facilitate the creation of a learner-centric environment through co-curricular and extracurricular activities as well.
- To incorporate feedback mechanism from students, parents and other stakeholders on quality-related institutional processes

3. Program Level Internal and External Academic Audit process

Preamble:

An academic audit reviews the processes used by programs to enhance the quality of their teaching & learning processes. Each program is required to have system that guarantee quality in teaching and learning that they provide to students. Standards for student achievement must be set and attendant processes must be in place to implement Institute policies directed to these ends. There are four basic areas that are examined in the academic audit as follows:

• Defining intended learning outcomes { Program Outcomes-POs. Program Specific

Outcomes-PSO and Program Educational Outcomes-PEOs (as applicable)

- Delivering program curricula
- Designing teaching and learning processes
- Developing and using assessment methods

4. Academic Audit Process

The Department Academic audit is conducted twice a year and IQAC Performance Review is done annually. Academic feedbacks that are collected (viz. midterm, end term, course exit, student satisfaction survey, peer feedback, peer ICT feedback, parents feedback, alumni feedback, employee feedback, institutional, program exit records) are maintained and analyzed to ensure that stakeholder inputs are integrated into the quality assurance mechanism.

Academic Audit Committee

- i. Principal
- ii. Coordinator Academic & Administrative Processes)
- iii. IQAC Co-Ordinator
- iv. Coordinator- Academic Planning and Development)
- v. Coordinator- Research & Development
- vi. Training and Placement Officer
- vii. Coordinator Extension Activities
- viii. Chief Supervisor Examination
- ix. Coordinator Infrastructure & Building Maintenance

In the Academic Audit the following focal points in teaching learning process are verified:

- 1. Academic Planning & Co ordination
- 2. Adherence to Academic Activity planner
- 3. Course monitoring
- 4. Curriculum booklet.
- 5. Skill based learning

Teaching & Learning

- 6. Course file.
- 7. Academic Record booklet (ARB)
- 8. CO-PO-PSO mapping, CO-PO-PSO Attainment, Make-up classes, remedial classes.
- 9. Assessment of assignments, online tests, subjective tests etc.

Other

- 10. ICT in teaching learning and Online Courses completed by faculty and students
- 11. Counselling and mentoring of students.
- 12. Feedback Analysis.

Following points are also included in the Internal and External Academic Audit of the department:

- 1. Research and Development which include Project and relevant activities.
- 2. Industry Institute Interaction which include Industrial Visit for students
- Extension Activities include value added and enrichment programs conducted by the department. It also includes Curricular, Co-curricular and Extra-curricular activities such as Seminar/Conference/Workshop/Guest Lecture and other student activities conducted and attended by students.
- 4. Examination which includes Examinations, Result Analysis and Evaluation.
- 5. Training and Placement
- 6. Infrastructure and facilities

INTERNAL ACADEMIC AUDIT REPORT

Academic Year: 2021-2022

Department/Program: UG

Date: 30/04/2022

		BA	B.Com	B.Sc.	B.Voc.
Sr.No.	Title	Yes/No (Remark if any)	Yes/No (Remark if amy)	Yes/No (Remark if any)	Yes/No (Remark if any)
1.	CO-PO-PSO mapping completed for all courses	Yes	Yes	Yes	Yey
2.	Mapping of the curriculum with POs and PSOs is satisfactory	49	49	YY	УeJ
3.	Teaching plans for all the courses prepared by the respective faculty are available.	YY	YU	yey .	yg
4.	Academic record booklet maintained for all courses	49	Yes	49	No
5.	The updated faculty Course file is available	49	Yes	Ye	Yes
6.	Curriculum booklet completed for all courses and made available to students.	Yes	YY	પ્રેલ	YeJ
7.	Course materials for all the courses are available.	yes	УIJ	yes	Yey
8.	The laboratory manuals for all courses are available.	MN	NY	Yes	٧e
9.	Open Educational Resource (OER)of every faculty available at the faculty website	49	yes	Yeg	110
10.	Assessment of assignments, online tests and subjective tests	Yes	Yes	Àei	ye
11.	Make-up classes are conducted for improvement of internal assessment.	Yes	Уя	y-es	yes
12.	Result Analysis of previous semester result	Y ^{rg}	79	YU	YE

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13.	CO-PO-PSO attainment done for all courses	49	49	yg	YY
14.	Review of projects completed by students considering PO and PSO attainment	Yes	yes	УB	yg
15.	Remedial classes are conducted for students whose performance is not satisfactory in the University exams.	. Yes	Yes	Уg	Àa
16.	Curricular/Co- curricular/extra- curricular/value added programs and enrichment programs are conducted at the department.	yes.	УeЭ	Yey	YES
17.	Adherence to Academic activity planner of events of the department.	463	Yes	Yes	YS
18.	Peer feedback conducted and analysis done	Yes	yes	Yes	yg
19.	Students (mid-term and end term) feedback conducted and analysis done.	yч	Yes	YY	YES
20.	Course exit feedback conducted and analysis done.	yes	. Ye	Yes	yes
21.	Program exit survey conducted and analysis done	79	ye	yes	YY
22.	Parents feedback conducted and analysis done.	yes	Yg	Уч	yy
23.	Institute feedback conducted and analysis done.	YY	Yes	Yes	Yes
24.	Student Satisfaction feedback conducted and analysis done.	Yes	Yel	۸A	Yel
25.	Skill development online courses opted by	No	No	NO	YES

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	students (NPTEL, Spoken Tutorials)	,			
26.	Counseling and mentoring done for students	79	Yes	yes	Yey
27.	Student grievances are taken care of	49	yч	Yey	749
28.	Online courses/ MOOCs completed by faculty.	yes	Yes	Yes	Yes,

Suggestions for improvising the academic quality:

- The academic record of the remaining faculty be maintained.
- 2. The students of U.C. program be inspired to undergo on-line skill development courses.

Verified the submitted report and found Satisfactory. Found satisfactory a. b. Remarks if any, Name and Signature of Head of the Department/Programme Coordinator Dr. Y.M. Sande Dr. p.m. Charpure **IQAC Members** Name and Sign of IQAC Coordinator Jeevan Vikas Mahavidyalaya Devgram (Thugaondeo) Tah. Narkhed, Dist. Nagpur

INTERNAL ACADEMIC AUDIT REPORT

Academic Year: 2021 - 2022

Date: 30/04/2022

Department/Program: PG (Humanities)

Sr.No.	Title	MA English Yes/No (Remark if	MA Marathi Yes/No (Remark if	MA Pol. Sci. Yes/No (Remark if	MA Economics Yes/No (Remark if
1.	CO-PO-PSO mapping completed for all courses	yes.	any) Yes	any) Yes	yey
2.	Mapping of the curriculum with POs and PSOs is satisfactory	Yes	Yes	yes	YE
3.	Teaching plans for all the courses prepared by the respective faculty are available.	Yes	Yes	Уes	Yes
4.	Academic record booklet maintained for all courses	44	yes	Yes	449
5.	The updated faculty Course file is available	yes	Yey	Yes	49
6.	Curriculum booklet completed for all courses and made available to students.	yes	Yes	yes	YY
7.	Course materials for all the courses are available.	yes	yes	yes	yes
8.	The laboratory manuals for all courses are available.	MA	AN	NA	MA
9.	Open Educational Resource (OER)of every faculty available at the faculty website	Yes	yes	Yes	yes
10.	Assessment of assignments, online tests and subjective tests	49	yes	YES	yes
11.	Make-up classes are conducted for improvement of internal assessment.	yg	Уes	Yel	YS
12.	Result Analysis of previous semester result	У·ч	Yes	yes	Yes

13.	CO-PO-PSO attainment done for all courses	Yes	Yey	YY	۸a
14.	Review of projects completed by students considering PO and PSO attainment	YY	yes	Yes	75
15.	Remedial classes are conducted for students whose performance is not satisfactory in the University exams.	YU	Yes	Yes	Yg
16.	Curricular/Co- curricular/extra- curricular/value added programs and enrichment programs are conducted at the department.	yes	Yey yes		yeg
17.	Adherence to Academic activity planner of events of the department.	yes	Yel	Yel	٧e
18.	Peer feedback conducted and analysis done	Yes	Yes	Yey	yey
19.	Students (mid-term and end term) feedback conducted and analysis done.	YS	Яв	Уg	yej
20.	Course exit feedback conducted and analysis done.	49	79	Уe	YY
21.	Program exit survey conducted and analysis done	YS	Aa	Y9	yey
22.	Parents feedback conducted and analysis done.	yes	Yन	Yel	yey
23.	Institute feedback conducted and analysis done.	Уч	YY	Yes	YY
24.	Student Satisfaction feedback conducted and analysis done.	49	yes	Уч	γg
25.	Skill development online courses opted by	1~0	NO	No	NO

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	students (NPTEL, Spoken Tutorials)				-
26.	Counseling and mentoring done for students	Yes	YY	yes	Yg
27.	Student grievances are taken care of	49	Yes	Yes	yes
28.	Online courses/ MOOCs completed by faculty.	yes	Yes	49	yes,

Suggestions for improvising the academic quality:

1. The students of P.4, be inspired to attend on-line courges.

Verified the submitted report and		
c. Found satisfactory d. Remarks if any,	found satisfentory,	
Name and Signature of Head of the	Department/Programme Coordinator	
- Om	Dr. y. N. Sanode	ilē.
IQAC Members	pr. p.m. ghanpyre	
Name and Sign of IQAC Coordinate	M2 M. G. Achaya	
Cian and Carl a Chair Chair		
Principal Principal Principal Jeevan Vikas Mahavidyala Devgram (Thugaondeo) Tah. Narkhed, Dist. Nagpi		
Tagpi	PEYOR AND	

INTERNAL ACADEMIC AUDIT REPORT

Academic Year: 2021 - 2022

Department/Program: PG (Science)

Date: 30/04/2022

Sr.No.	Title	M.Sc. Microbiology Yes/No (Remark if	M.Sc. Mathematics Yes/No (Remark if	M.Sc. Chemistry Yes/No (Remark If	M.Sc. Computer Science Yes/No (Remark if any
1.	CO-PO-PSO mapping completed for all courses	ves	any) Yes	any) Yes	yey
2.	Mapping of the curriculum with POs and PSOs is satisfactory	YY	YU	79	49
3.	Teaching plans for all the courses prepared by the respective faculty are available.	49	Yes	Yes	yes
4.	Academic record booklet maintained for all courses	44	YY	Yes	YY
5.	The updated faculty Course file is available	49	Yes	49	Yg
6.	Curriculum booklet completed for all courses and made available to students.	40	Yes	79	Yes
7.	Course materials for all the courses are available.	Yey	Yey	YY	YY
8.	The laboratory manuals for all courses are available.	79	Yes	Yes	YY
9.	Open Educational Resource (OER)of every faculty available at the faculty website	Yes	yes	Yey	No
10.	Assessment of assignments, online tests and subjective tests	yes	Yes	Yes	yey
11.	Make-up classes are conducted for improvement of internal assessment.	Ϋ́	уы	yes	YeJ
12.	Result Analysis of previous semester result	Yes	yes	Yes	yes.

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13.	CO-PO-PSO attainment done for all courses	Yes	Yes	Yes	Yes
14.	Review of projects completed by students considering PO and PSO attainment	45	749	AA	Yey
15.	Remedial classes are conducted for students whose performance is not satisfactory in the University exams.	YES	49	Äa	YA
16.	Curricular/Co- curricular/extra- curricular/value added programs and enrichment programs are conducted at the department.	Yes	Yes	Yes	Yey
17.	Adherence to Academic activity planner of events of the department.	Yes	74	Yes	Yes
18.	Peer feedback conducted and analysis done	Yes	YU	Yes	Yes
19.	Students (mid-term and end term) feedback conducted and analysis done.	Yes	Yes	Yes	yej
20.	Course exit feedback conducted and analysis done.	Yes	48	Yes	YY
21.	Program exit survey conducted and analysis done	Mo	Νo	No	NO
22.	Parents feedback conducted and analysis done.	yey	Yes	YY	YY
23.	Institute feedback conducted and analysis done.	yes	yes	79	YY
24.	Student Satisfaction feedback conducted and analysis done.	YY	yes	79	yes.
25.	Skill development online courses opted by	NO	NO	NO.	NO

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	students (NPTEL, Spoken Tutorials)				
26.	Counseling and mentoring done for students	yey	Äa	YES	yes
27.	Student grievances are taken care of	79	79	Yes	79
28.	Online courses/ MOOCs completed by faculty.	yes	Yes	Yes	yes,

Suggestions for improvising the academic quality:

- 1. open Educational Resources (ORR) by remaining feelily be prepared and maintened.
- 2- program sneit suvery be coundaited.
- B. The students be inspired to attend online courses.

Verifie	d the submitted report and
e. f.	Found satisfactory Remarks if any, Found Satisfactory,
Name a	and Signature of Head of the Department/Programme Coordinator
	Drom Dr. Y. M. Sarvde
s	and Sign of IQAC Coordinator M-G-Achya
Sign an	Principal SEAL Seevan Vikas Mahavid yakaya
	Devgram (Thugaondesi Corn Tah, Narkhed, Dist, Nagara

INTERNAL ACADEMIC AUDIT REPORT

Date: 30/04/2022 Academic Year: 2021 - 2022

Department/Program: PG (Commerce)

Sr.No.	Title		M. Com. Yes/No (Remark if any)
1.	CO-PO-PSO mapping completed for all courses	yes	
2.	Mapping of the curriculum with POs and PSOs is satisfactory	Yes	8.81
3.	Teaching plans for all the courses prepared by the respective faculty are available.	49	
4.	Academic record booklet maintained for all courses	Yey	
5.	The updated faculty Course file is available	Yeg	
6.	Curriculum booklet completed for all courses and made available to students.	yes	
7.	Course materials for all the courses are available.	Yey	
8.	The laboratory manuals for all courses are available.	MA	
9.	Open Educational Resource (OER)of every faculty available at the faculty website	MD	
10.	Assessment of assignments, online tests and subjective tests	Yes	
11.	Make-up classes are conducted for improvement of internal assessment.	79	
12.	Result Analysis of previous semester result	yeg	8
13.	CO-PO-PSO attainment done for all courses	yes	
14.	Review of projects completed by students considering PO and PSO attainment	Yy	
15.	Remedial classes are conducted for students whose performance is not satisfactory in the	yes.	

	University exams.	Yes
16.	Curricular/Co-curricular/extra- curricular/value added programs and enrichment programs are conducted at the department.	yes
17.	Adherence to Academic activity planner of events of the department.	79
18.	Peer feedback conducted and analysis done	yes
19.	Students (mid-term and end term) feedback conducted and analysis done.	yes
20.	Course exit feedback conducted and analysis done.	No
21.	Program exit survey conducted and analysis done	yes
22.	Parents feedback conducted and analysis done.	YES
23.	Institute feedback conducted and analysis done.	yg .
24.	Student Satisfaction feedback conducted and analysis done.	79
25.	Skill development online courses opted by students (NPTEL, Spoken Tutorials)	No
26.	Counseling and mentoring done for students	Yey
27.	Student grievances are taken care of	yes.
28.	Online courses/ MOOCs completed by faculty.	CO

Suggestions for improvising the academic quality:

- 1. OER by famulty be prepared and maintained.
- 2. Course greit feedback be maintained.
- 3. The students be encouraged to attend online courses. 4. The faculty should go for online/moves course.

Verified the submitted report and g. Found satisfactory found Satisfactory, h. Remarks if any,
Name and Signature of Head of the Department/Programme Coordinator
Dr. Y.M. Sanede
IQAC Members Dr. p.m. Gharpyre
Name and Sign of IQAC Coordinator (1922 m. 4. Achasta
Sign and Spale f Principal
John Jan
Jeevan Vikas Mahavidyalan Devgram (Thugaondeo) Tah. Narkhed, Dist Nagnar
Auto Markinett, Dist Norman WSZon w * //

INTERNAL EXAMINATION AUDIT REPORT

Academic Year: 2021 - 2022

Date: 30/04/2022

Department/Program: Examination

Sr. No.	Title	Yes/No	Remark if any
1.	Was student stationary provided in time?	yes	
2.	Was power back-up asked for and provided if needed during online and other exams	yes	
3.	Are examination halls well equipped for conducting exams	yes	
4.	Is housekeeping of examination halls done regularly	yes	
5.	Were there internet connectivity issues for conduct of exams		sue.
6.	Is notification for filling exam forms for university communicated to students	yes	
7.	Are exam schedules displayed prior to the examinations	yes	
8.	Are invigilation schedules for examiners declared in advance and conveyed	Yes	
9.	Are duties of support staff communicated prior to exams	yes	
10.	Are rules for unfair means and practices displayed during the exams	yes	
11.	Result analysis completed for previous term results	yey	
12.	Exam related grievances are addressed appropriately	yeg	
13.	Letters of Recommendation and transcripts	yes.	

Suggestions for improvising the quality process:

An The secoeds related to encumination one maintained property.

Verified the submitted report and found Satisfactory. Found satisfactory C. d. Remarks if any, Name and Signature Chief Supervisor (Exam.) Po. 7. M. Sande Name and Signature of IQAC Members pr. p.m. Charpyrc **IQAC** Coordinator Sign and Seal of Principal Principal Jeevan Vikas Mahavidyala Devgram (Thugaondeo)

Tah. Narkhed, Dist. Nagpur

INTERNAL EXTENSION ACTIVITIES AUDIT REPORT

Academic Year:

Date:

Department/Program: NSS

Sr. No.	Title	Yes/No	Remark if any
1	Department Student Council is established every year?	49	
2	Is the student council involved in institute development?	yy	
3	Institute/department supports student participation in sports.	yes	
5	Are Students from department involved in NSS activities?	yg	(4)
6	Activities proposed under NSS RTMNU are aligned to Vision and mission of Institute/Department.	43	1
7	The proposed activities are executed and report submitted to university.	49	
8	The activities proposed and executed by clubs are aligned to POs and PSOs.	ÝY	
9	The activities conducted by clubs are mapped with POs and PSOs.	yes	
10	The activities are conducted as per the activity planner.	49	
11	The activity planner is aligned to the academic planner of college	yes	
12	Curricular/Co-curricular/extra-curricular/value added programs and enrichment programs are conducted at the college	yes	
13	Curricular/Co-curricular/extra-curricular/value added programs and enrichment programs are mapped with POs and PSOs	79	4
14	The publications of the NSS are done with student efforts.	yes	
15	Are Guidelines provided for e-publications by NSS?	NO	
16	Publications of NSS are available to all stake holders.	ya	
17	Department/Institute publications are mapped with POs and PSOs	yes	
18	Students are encouraged to participate in techno management events.	yes	
21	Activities in association with alumni are organized and executed.	ye,	

Suggestions for improvising the quality process:

Verified the submitted report and found Satisfactory. Found satisfactory ſ. Remarks if any, pr. M. G. Achaya Name and Signature of NSS Programme Officer Pr. Y.M. Smade pr. p.m. Tharpure Name and Signature of Department IQAC Members Name and Sign of Institute IQAC Coordinator Sign and Seal of Principal

Jeevan Vikas Mahavidyalaya Devgram (Thugaondeo) Tah. Narkhed, Dist. Nagpur

INTERNAL INFRASTRUCTURE AUDIT REPORT

Academic Year:

Date:

Sr. No.	Title	Yes/No	Remark If any
1	Syllabus (Equipment's, Consumables, and Stationary) and infrastructure related requirements are obtained before commencement of the academic year.	yg	
2	Due process is followed for purchase	49	
3	Approved and sanctioned budgetary requirements are fulfilled	49	
4	DSR is maintained for all category of non-recurring purchases.	yer	
5	Consumables and stationary records are maintained	49	
6	DSR verification done at department and institute level.	40	
7	Stock of consumables and stationary is verified.	yes	
8	Non-repairable/obsolete items are identified for write-off and disposal as per the institute procedure.	yes	Annually.
9	Equipment and infrastructure (electrical, civil, furniture) related maintenance requirements are identified and reported.	yes	0
10	Equipment calibration records are maintained.	Yerk	
11	Maintenance requirements are fulfilled.	yes	
12	IT support is provided for conduct of exam.	yes	
13	Power backup is provided for conducting examinations.	yes	
14	Is the IT and ICT infrastructure adequate for effective teaching learning and communication.	yes	Process as per need
15	Are IT/ICT infrastructure related issues addressed properly.	yes	
16	Is there use of ICT in teaching learning?	yes	
17	Is there improvement in implementation of ICT in Teaching and Learning over previous year?	yes	
18	Are contents on website current and updated regularly?	yes	
19	Is all data updated regularly on the institute ERP?	yes	
20	Are students availing hostel facility?	ye	
21	Hostel related issues are addressed appropriately.	yes	
22	Do differently abled faculty and students have adequate provision for special facilities?	yeg	
23	Are the fire safety measures in place and working?	yy	
24	Is the housekeeping and cleanliness of infrastructure facilities done regularly?	yes	
25	Are the AMC's for equipment's in place and monitored regularly	yes	A A
26	Is there optimum usage of infrastructure and facilities for running all the courses in institute?	yes.	

Name and	 Nam	_ Na
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Verified the submitted report and

Found satisfactory j. Remarks if any,

found Satisfactory,

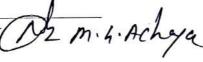
Signature of Coordinator/Infrastructure and maintenance



Signature of Member IQAC

Pr. p.m. Charpure

Name and Sign of Institute IQAC Coordinator



Principal Jeevan Vikas Mahavidyalaya Devgram (Thugaonden) Tah. Narkhed, Dist. Nagpi



RESEARCH AND DEVELOPMENT AUDIT REPORT

Academic Year:

Date:

Sr. No.	Title	Yes/No	Remark if any
1.	Enrolled scholars progress is monitored regularly		ì
2.	Research center communication with the university is on time	MA	
3.	Programs attended in other institutes and organized in-house by faculty and research scholars	yes	
4.	Research publications of faculty and students	yes	
5.	Programs/Activities conducted to promote research culture	Neg	
6,	Innovative projects undertaken by staff and students at department	yes	
7.	Funding for innovative projects	yes	
8.	Innovative lab/center of excellence at department	Nil	
9.	Activities/trainings conducted under innovation lab/center of excellence	Yes	
10.	Have any IPR/patents been filed by staff or students	yes	100 %
11.	Professional Society memberships held	Nil	
12.	Student chapters of professional society's	ľи	
13.	Activities conducted in association with professional society's	yes	
14.	Collaborative activities by faculty under professional society's	yes	
15.	Activities conducted under ED cell to promote entrepreneurs	yy	
16.	Training programs/Audit courses conducted to promote entrepreneurial	yes	
17.	Start up / entrepreneur ideas identified and promoted	-	A253_1544

Suggestions for improvising the academic quality:

1. Innovertive Labs be maintained.

2. Research conter be started.

Verified the submitted report and Found satisfactory Remarks if any, Name and Signature of Coordinator Research Committee Pr. Y. M. Sande Dr. P. M. Gharpyre Name and Signature of IQAC Member Name and Sign of Institute IQAC Coordinator **Principal** Jeevan Vikas Mahavidyalaya Devgram (Thugaondeo) Tah. Narkhed, Dist. Nagpur

Academic Year:

2021-2022

Date: 30/04/2022

Department/Program:

Sr. No.	Title	Yes/No	Remark If any
1.	MOU's are signed with industries/other organization.	ye	
2.	Activities are conducted in relation with MOU's and mapped with POs and PSOs	Yes	
3.	Consultancy projects undertaken by faculty members.	Prapo	sal Submitted.
4.	Industry sponsorship for technical events.	N/)	
5.	Industry sponsored projects in the department.	114	
6.	New companies added for sponsored projects.	119	
7.	Are internship outcomes identified?	yes	
8.	Industry internships/training programs completed by faculty / students.	Yes	
9.	Internal assessment of student internships is completed.	49	
10.	Feedback obtained on industry internships	yes	
11.	Department wise training and placement records are maintained.	49	
12.	On campus and off campus placement drives conducted.	yy	
13.	MOUs with industries for internships and placements.	44	
14.	Skill development and Training programs to enhance employability are conducted and mapped with POs and PSOs	74	o .
15.	Skill development programs are aligned with the institute vision and mission statements.	49	
16.	Training needs analysis done as per industry requirement.	No	
17.	Has the requisite data been submitted to the applicable national agencies?	yy	

Suggestions for improvising the academic quality:

1. Industry - HEI Relation needs to be 8 trengthened.

2. Industry - bosed projects be storted.

Verified the submitted report and
m. Found satisfactory n. Remarks if any, found Schisfeetvey,
Name and Signature of Coordinator Placement Cell
Dom! Br. Y.M. Sumole
Name and Signature of Member of IQAC
Dr. p.m. Eharpyre
Name and Sign of Institute IQAC Coordinator 192 m. G. Achaya
Name and Sign of Institute IQAC Coordinator 192 m. G. Achaya
Sign and Seal of Princial
Principal SEAL SEAL
Jeevan Vikas Mahavidyalay
Tah. Narkhed, Dist. Nage

5. External Academic Audit External

Academic Audit Guidelines

- 1. This audit to be conducted once in a year at the end of Sem II of the academic year.
- 2. The external Auditor appointed must be from other university/Institute
- 3. At least one or two Auditors are to be appointed to conduct the external Academic audit.
- 4. For an audit, Rs 1000 / can be considered as remuneration.
- After the audit a copy of certificate to be submitted to IQAC.
- Remarks and suggestions by the auditor are taken into consideration and action is taken accordingly.

Letter format for Remuneration to Auditor

Date: 15/04/2022

To, The Principal, Jeevan Vikas Mahavidyalaya Devgram, Tah. Narkhed, Dist. Nagpur -441301

Subject: Sanction of remuneration for the External Auditors.

Respected Sir,

We at Jeevan Vikas Mahvidyalaya, Devgram have planned for External Audit on ------

The auditor details are as follows:

Name of Auditor: De, anil a. oo dewar Institute of Auditor: on ahila mahavid yalaya, Kiandan van

Nagpur (MS)

Name of Auditor:

Institute of Auditor:

We request you to kindly consider our application and sanction an amount of Rs $\frac{1000}{1-as}$ a part of remuneration.

Thanking You,

IOAC Coordinator

Letter format for Invitation to External Auditor

Department Name:	Jeevan	Vikag	Mahavidyalaya	, Dergeam
------------------	--------	-------	---------------	-----------

To,

De. Anil G. Dodewor Enahila mahavidyalaya. Mandanvan, Negpur (M.S)

Subject: Request to conduct External Academic Audit at Jeevan Mahavidyalaya, Devgram.

Vikas

Dear Sir/ Madam,

I am writing this letter in regard to the External Academic Audit at Jeevan Vikas Mahavidyalaya, Devgram.

Therefore, I request you to conduct the audit on the date assigned. I shall be highly obliged for your quick and kind response. In case of any query, you may contact on following numbers or on email.

Thank you,

IQAC Coordinator



JEEVAN VIKAS MAHAVIDYALAYA, DEVGRAM

Tah. Narkhed, Dist. Nagpur-441301 (M.S.)

(Permanent Affiliated to Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur)

College Code: 341

(NAAC Accredited in Cycle II with 'B++' Grade, CGPA 2.93)

ISO 9001:2015 Certified, NIRF Participated

Website: www.jvmd.co.in

E-mail: jvmthugaondeo@gmail.com

Format for External Academic Audit

Date: 30/04/2022

Place:

Name, Designation and Institute of Audit Experts:

Name of the Auditor	Designation of Auditor	Institute Name		
DE. Anil 4. Dodewas	Head DOE & TQAC CO-ordinator	mahila mahavidyalag Nagpar		
		0		

Members of Institute Jeevan Vikas Mahavidyalaya, Devgram

Designation	Signature
Programme Coordina	ator A
IQAC Member	Dam
IQAC Member	OL -
Principal	40° 000
	Programme Coordina IQAC Member IQAC Member

EXTERNAL ACADEMIC AUDIT FORM (*TO BE SUBMITTED BY EACH PROGRAM):

Sr. No.	Contents fo r Audit	Observations			Remarks/Suggestion s by the External Auditor
		Title	Yes	No	
1	Course file	Required contents are included in Course File?	~		
		If any Contents to be included	_		satisfactory
		Are Course files maintained for			,
	48	every Course?			
		Is Suitable teaching methodology adopted? Are assessment methods decided/used based on OBE?			
	. •	Syllabus completion is monitored every month? Questions for Theory and practical point of view are covered in the			
2	ARB (Academic record booklet)	assessments. Are all contents covered regarding student assessment and evaluation?	/		
		If any Contents to be included			
		Attendance, continuou s assessment/evaluation records	-		
		aremaintained? Are Assessment rubrics are defined and followed?			
3	Mentor Mentee	Is the department mentor mentee system functioning smoothly?	L-		
5	Feedback System (SOP)	If any Contents to be included Are all feedbacks being conducted on regular basis? Is there a SOP being defined for feedback system.	~		
		Is there requirement to make changes in feedback system?			

6	Projects	Does the project ideas are able to minimize the gap between industry and academia? Are industry inputs being taken from experts?			
		Are there student paper publications Do students get opportunity to showcase their skill set on differen			few deputiment
		platforms?			
7	Dubling	Are there efforts being made for Sponsored / projects in collaboration with Industry?			
/	Publications	Are the department publications shared with all the stake holders?	~		
	*	Are the publications content wise helpful to students?	~		
0		Does publications make note of students contributed towards it?			
8	Research funding and consultation	No. of Funded projects being conducted Area of Funded projects being conducted Status of Funded projects	V		
9	IDD	being conducted		1	3.5
	IPR	Programs are engaged in Patents/copyright as part of IPR	~		
10	Result analysis	Result analysis for each term is maintained?	~		
11	Internship	Does time student internship contibutes	V		
12	MoU	Are there MoU's with different industries? Any activities in collaboration??	~		
13	Training and Placement	Do training sessions organized and executed meet students requirement			
1		and recruiter expectations. Are training sessions helping to build different skillsets in students?	レ		
age 35		Are placement activities conducted at			

14	Students' association Clubs	department? How are the placements?? Activities are conducted under different chapter		No	
	Student Chapters	Are students involved in organizing the		NO	
10		Are the executed activities contributing to student's skillset? Does the program hasProfessional student chapters? No. of activities conducted under the Professional student chapters? Are Club activities covering the aspects of extension, industries and social part?	V		
15		Are students motivated to be a part of mentioned heads?	V		r.
16		Are students briefed and motivated to be a part of student chapters? Are minutes conducted with stakeholders: Alumni, Parent, etc. being maintained? Contribution of DAB in identifying Curriculum gaps? Mapping of Program with mission, vision, PEO of Institute's is communicated to all the faculty members?			

Signature of the Head with Seal

Name & Signature of the Audit Expert

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Principal Jeevan Vikas Mahavidyalaya Devgram (Thugaondeo) Tah. Narkhed, Dist. Nagpur



Head of the Institute and IQAC should submit the following SWOC Analysis along with Internal and External Academic Audit Reports:

Strength: 1. Devoted and Visionary management.

- 2 . Holistre Hevelopment of students, social commitment. and envisonment conscious.
- B. must of the faculties have representation of university bodies.
- 4. Rumified and committed faculties.
- 5 multi faculty college.

Weakness:

- 1. flow of students is from economically pour bookground
- 2. Locational disadventuge for strengthning academia. Industry linkages.

Opportunities:

- 1. Leading capacity in all aspects.
- 2. Scope to start new programs being plenty of rofeustructural facilities
- 3. Lot of opportunities to open stort up for students
- 4. Lot of exposure for students to do social service.
- 5. To develop E-content by faculty.

Challenges:

- 1. To carry out rescurch activities and innovative psoulices with in own financial resources.
- 2. Vaciant teaching and non teaching. Posts due do government policy.
- 3. most of the girl students leave the education due to maricul increase the deop out safe.

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Best Practice (s) / Innovations of the Institute:

1. Village development. 2. CAP Project.

Future Plans of the institute:

- 1. To make research center
- 2. To become educational hub of national Standard.
- 3. To stock skill-based courses.

Signature of the IQAC Coordinator

Dr. M. G. Achaya

Signature of the Head with Seal

Springer.

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Principal Jeevan Vikas Mahavidyalaya Devgram (Thugaondee Tah. Narkhed, Dist. Nag:



External Academic Audit Completion Report/Certificate

Name of the Institute / Program: <u>Jeevan Vikay trahavidyalay</u>
Deugeam, 7ah - Norkhed, Dist Nagpur,

Date and Time: 30/01/2022

Name and Designation of the External Auditor:

Dz. Anil G. Dodewaz. HOD. (English) & TRAC cordinator Mahila mahavidyalaya Nagpuz.

This is to certify that Academic Audit for the Academic Year 20 - has been successfully completed for of **Jeevan Vikas Mahvidyalaya**, **Devgram** and detailed report of the same is attached herewith.

Name & Sign (with stamp) of external Auditor

Final Audit Completion Certificate

It is to certify that the Internal and External academic audit has been completed by the Jeevan Vikas Mahavidyalaya, Devgram and IQAC has received following documents for the AY 2021-2022:

Internal Academic Audit Forms	
External Academic Audit Form External	~
Academic Audit Certificate	
SWOC Analysis of the	V
Program Plan for AY 2021-2022	

Kindly note the following suggestions /remarks:

Principal

IQAC Co-Ordinator

Academic Audit Cordinator

Principal Jeevan Vikas Mahavidyalaya Devgram (Thugaondeo) Tah. Narkhed, Dist. Nagpur





JEEVAN VIKAS MAHAVIDYALAYA, DEVGRAM

Tah. Narkhed, Dist. Nagpur-441301 (M.S.)

(Permanent Affiliated to Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur)

INTERNAL AND EXTERNAL ACADEMIC AUDIT REPORT

Session 2022-2023

Submitted to THE COORDINATOR INTERNAL QUALITY ASSURANCE CELL

Submitted by
DR. ANIL G. DODEWAR
EXTERNAL ACADEMIC AUDITOR

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JEEVAN VIKAS MAHAVIDYALAYA, DEVGRAM Tah. Narkhed, Dist. Nagpur-441301 (M.S.)

(Permanent Affiliated to Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur)

College Code: 341

(NAAC Accredited in Cycle II with 'B++' Grade, CGPA 2.93)

ISO 9001:2015 Certified, NIRF Participated

Website: www.jvmd.co.in

E-mail: jvmthugaondeo@gmail.com

Internal Quality Assurance Cell Internal and External Academic Audit Manual



1. Introduction To Academic Audit

The purpose of an academic audit is to encourage programs and the institution to evaluate their quality processes and standards based on predetermined benchmarks. It also focuses on activities required to produce, assure, and regularly improve the quality of the whole system in place including curricular and co-curricular activities. At the same time activities related to infrastructure and support services that are important/contribute to academics are taken into consideration.

Academic Audit:

It is a model of ongoing self-reflection, collaboration, team work and peer feedback. It is based on structured conversations among faculty, stakeholders and peer reviewers, all focused on a common goal: to improve quality in teaching and learning and enhancing teaching & learning process. This manual is made to elaborate the process of academic auditing and setting up a system for betterment.

The objectives of academic auditing includes the assessment of course delivery as per the curriculum and syllabus prescribed by RTMNU, the co-curricular and extra-curricular activities of students, monitoring of the academic activities referring to the academic calendar, internal assessments, attainment of the Program outcomes, student welfare and grievances etc.

The Internal Quality Assurance Cell (IQAC) submits the final academic audit report to the College Development Committee (CDC) at the end of every academic year. Each department conducts academic audit at the end of every semester. The academic auditing is conducted jointly by Internal Quality Assurance Cell within the college and external academic auditor/auditors appointed. For proper functioning of academics and to quantify the efforts dispensed by the faculty and students, some assessment components have been designed.

2. Objectives

- To ensure timely, efficient and progressive performance of academic processes
- To monitor and improve the quality of evaluation procedures and its credibility to support the system.
- To develop and set up quality benchmarks/parameters for various academic activities of the institution
- To define effectiveness of teaching learning process to optimize and integrate modern methods of teaching and learning.
- To ensure that the institute is benefitted by Outcome Based Education approach.
- To facilitate the creation of a learner-centric environment through co-curricular and extracurricular activities as well.
- To incorporate feedback mechanism from students, parents and other stakeholders on quality-related institutional processes

3. Program Level Internal and External Academic Audit process

Preamble:

An academic audit reviews the processes used by programs to enhance the quality of their teaching & learning processes. Each program is required to have system that guarantee quality in teaching and learning that they provide to students. Standards for student achievement must be set and attendant processes must be in place to implement Institute policies directed to these ends. There are four basic areas that are examined in the academic audit as follows:

Defining intended learning outcomes { Program Outcomes-POs, Program Specific
 Outcomes-PSO and Program Educational Outcomes-PEOs (as applicable)

- Delivering program curricula
- Designing teaching and learning processes
- Developing and using assessment methods

4. Academic Audit Process

The Department Academic audit is conducted twice a year and IQAC Performance Review is done annually. Academic feedbacks that are collected (viz. midterm, end term, course exit, student satisfaction survey, peer feedback, peer ICT feedback, parents feedback, alumni feedback, employee feedback, institutional, program exit records) are maintained and analyzed to ensure that stakeholder inputs are integrated into the quality assurance mechanism.

Academic Audit Committee

- i. Principal
- ii. Coordinator Academic & Administrative Processes)
- iii. IQAC Co-Ordinator
- iv. Coordinator- Academic Planning and Development)
- v. Coordinator- Research & Development
- vi. Training and Placement Officer
- vii. Coordinator Extension Activities
- viii. Chief Supervisor Examination
- ix. Coordinator Infrastructure & Building Maintenance

In the Academic Audit the following focal points in teaching learning process are verified:

- 1. Academic Planning & Co ordination
- 2. Adherence to Academic Activity planner
- 3. Course monitoring
- 4. Curriculum booklet.
- 5. Skill based learning

Teaching & Learning

- 6. Course file.
- 7. Academic Record booklet (ARB)
- 8. CO-PO-PSO mapping, CO-PO-PSO Attainment, Make-up classes, remedial classes.
- 9. Assessment of assignments, online tests, subjective tests etc.

Other

- 10. ICT in teaching learning and Online Courses completed by faculty and students
- 11. Counselling and mentoring of students.
- 12. Feedback Analysis.

Following points are also included in the Internal and External Academic Audit of the department:

- 1. Research and Development which include Project and relevant activities.
- 2. Industry Institute Interaction which include Industrial Visit for students
- Extension Activities include value added and enrichment programs conducted by the department. It also includes Curricular, Co-curricular and Extra-curricular activities such as Seminar/Conference/Workshop/Guest Lecture and other student activities conducted and attended by students.
- 4. Examination which includes Examinations, Result Analysis and Evaluation.
- 5. Training and Placement
- 6. Infrastructure and facilities



INTERNAL ACADEMIC AUDIT REPORT

Academic Year: 2022 · 2023
Department/Program: UG

Date: 30/04/2023

Sr.No.	Title	BA Yes/No (Remark if	B.Com Yes/No (Remark if	B.Sc. Yes/No (Remark if	B.Voc. Yes/No (Remark if
1.	CO-PO-PSO mapping completed for all courses	any)	any)	any) Y-13	7-es
2.	Mapping of the curriculum with POs and PSOs is satisfactory	Yes	Yes	7es	Tes
3.	Teaching plans for all the courses prepared by the respective faculty are available.	7-2	Yes	7-6	Yes
4.	Academic record booklet maintained for all courses	7-4	7-4	7-es	No
5.	The updated faculty Course file is available	Yes	Yes	Yes	Yes
6.	Curriculum booklet completed for all courses and made available to students.	Yes	7-4	7-s	7es
7.	Course materials for all the courses are available.	7es	Yes	7-6	Yes
8.	The laboratory manuals for all courses are available.	THA	MA	7-65	Tes
9.	Open Educational Resource (OER)of every faculty available at the faculty website	Yes	No	Yes	No
10.	Assessment of assignments, online tests and subjective tests	7-3	Yes	74	Yes
11.	Make-up classes are conducted for improvement of internal assessment.	Yes	Yes	Yes	Yes
	Result Analysis of previous semester result	Yes	Yes	Yes	Tes

/	(3)
((5)
1	-

13.	CO-PO-PSO attainment done for all courses	Yes	7-es	Yes	Yes
14.	Review of projects completed by students considering PO and PSO attainment	Yes	7-83	Yes	Yes
15.	Remedial classes are conducted for students whose performance is not satisfactory in the University exams.	Yes	Yz	74	7-43
16.	Curricular/Co- curricular/extra- curricular/value added programs and enrichment programs are conducted at the department.	7-63	Yes	Yes	Yes
17.	Adherence to Academic activity planner of events of the department.	Yes	Yes	7-4	Yes
18.	Peer feedback conducted and analysis done	7-6	7-4	Tu	7-5
19.	Students (mid-term and end term) feedback conducted and analysis done.	7-4	7-5	Yes	75
20.	Course exit feedback conducted and analysis done.	Y-13	7-4	7-13	Yes
21.	Program exit survey conducted and analysis done	7-63	Yes	7-4	Yes
22.	Parents feedback conducted and analysis done.	Yes	7-4	7-4	7-4
23.	Institute feedback conducted and analysis done.	7-4	7-4	7-65	Yes
24.	Student Satisfaction feedback conducted and analysis done.	Yes	Yes	Yes	7-4
25.	Skill development online courses opted by students (NPTEL, Spoken	No	No	No	Yes

	Tutorials)				
26.	Counseling and mentoring done for students	Yes	Yes	Yes	7es
27.	Student grievances are taken care of	7es	Yes	7-y	Ty
28.	Online courses/ MOOCs completed by faculty.	Yes	Y-es	7-4	7-2

Suggestions for improvising the academic quality:

- 1. The academic record of the remaining faculty be maintained.
- 2. The student of UG brogram be inspired to undergo on-line skill development courses.

Verified the submitted repor	t and
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Found satisfactory

b. Remarks if any,

found satisfactory

A Charles

P-S Julhole

1. Thathan

Name and Signature of Head of the Department/Programme Coordinator

Dome

Dr. Y. M. Sarude

IQAC Members

Name and Sign of IQAC Coordinator

Convener

Internal Quality Assurance July (IQAC), JVM Thugaondeo Dist. Nagpur (M.S.)

Sign and Seal of Principal

3 . 01=

Principal
Jeevan Vikas Mahavidyalaya
Devgram (Thugaondeo)
Tah. Narkhed, Dist. Nagpur

9

Academic Year: 2022 - 2023 Date: 30/04/2023

Department/Program: PG (Humanities)

Sr.No.	Title	MA English Yes/No (Remark if any)	MA Marathi Yes/No (Remark if any)	MA Pol. Sci. Yes/No (Remark if any)	MA Economics Yes/No (Remark if any)
1.	CO-PO-PSO mapping completed for all courses	Yes	Yes	7-25	7-es
2.	Mapping of the curriculum with POs and PSOs is satisfactory	7-5	Y-es	74	Tes
3.	Teaching plans for all the courses prepared by the respective faculty are available.	7-43	Yes	7-43	7-es
4.	Academic record booklet maintained for all courses	7.5	7-4	7-23	7-4
5.	The updated faculty Course file is available	7-45	7-4	Yes	7-4
6.	Curriculum booklet completed for all courses and made available to students.	7-5	7-4	7-15	74
7.	Course materials for all the courses are available.	1-8	7-43	7-4	Yes
8.	The laboratory manuals for all courses are available.	NA	NA	NA	NA
9.	Open Educational Resource (OER)of every faculty available at the faculty website	Y-es	Yes	Yes	Yes
10.	Assessment of assignments, online tests and subjective tests	7-5	7-83	7-4	Tes
11.	Make-up classes are conducted for improvement of internal assessment.	Y-25	7-5	Yes	Yy
12.	Result Analysis of previous semester result	725	Yes	7-es	Yes

13.	CO-PO-PSO attainment done for all courses	Yes.	Y-es	7-25	Yes
14.	Review of projects completed by students considering PO and PSO attainment	Yey	Yes	7-63	7-6
15.	Remedial classes are conducted for students whose performance is not satisfactory in the University exams.	Yes	74	74	Yes
16.	Curricular/Co- curricular/extra- curricular/value added programs and enrichment programs are conducted at the department.	Yes	7-63	Yes	Yes
17.	Adherence to Academic activity planner of events of the department.	Yes	Yes	Tes	7-63
18.	Peer feedback conducted and analysis done	Yes	Yes	Yes	Yes
19.	Students (mid-term and end term) feedback conducted and analysis done.	Yes	7-2	Yes	7-25
20.	Course exit feedback conducted and analysis done.	7-8	7-4	Yes	Yes
21.	Program exit survey conducted and analysis done	Yes	7-25	7-es	74
22.	Parents feedback conducted and analysis done.	Tes	7-6	7-6	72
23.	Institute feedback conducted and analysis done.	7-43	7-4	7-5	7-4
24.	Student Satisfaction feedback conducted and analysis done.	7-4	7-4	7-4	1-2
25.	Skill development online courses opted by students (NPTEL, Spoken	No	No	No	No.

	Tutorials)				
26.	Counseling and mentoring done for students	Yes	Yes	7.4	Yes
27.	Student grievances are taken care of	Tes	7-4	7-4	Tes
28.	Online courses/ MOOCs completed by faculty.	Yes	Y-es	Yes	Yes

Suggestions for improvising the academic quality:

1. The students of PG be inspired to attend on-line courses.

Verified the submitted report an	rified the	submitted	report and
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c. Found satisfactory

d. Remarks if any,

Found Satisfactory

Name and Signature of Head of the Department/Programme Coordinator

Dr. Y.M. Sande

IQAC Members

Name and Sign of IQAC Coordinator

Convener

Internal Quality Assurance

Jell (IQAC), JVM Thugaondeo

Dist. Nagpur (M.S.)

Sign and Seal of Principal

spengan

Principal
Jeevan Vikas Mahavidyalaya
Devgram (Thugaondeo)
Tah. Narkhed, Dist. Nagpur

13

Academic Year: 2022-2023

Department/Program: PG (Science)

Date: 30/04/2023

		M.Sc. Microbiology	M.Sc. Mathematics	M.Sc. Chemistry	M.Sc. Computer Science
Sr.No.	Title	Yes/No (Remark if any)			
1.	CO-PO-PSO mapping completed for all courses	Yes	7-4	7-63	Yes
2.	Mapping of the curriculum with POs and PSOs is satisfactory	7-23	7-45	7-4	7-2
3.	Teaching plans for all the courses prepared by the respective faculty are available.	7-4	Yes	7-5	7-25
4.	Academic record booklet maintained for all courses	7-4	7-4	7-21	7.5
5.	The updated faculty Course file is available	Yes	Yes	7-4	74
6.	Curriculum booklet completed for all courses and made available to students.	74	7-43	7es	Yes
7.	Course materials for all the courses are available.	Ys	74	7-6	74
8.	The laboratory manuals for all courses are available.	Yes	Tes	7-5	74
9.	Open Educational Resource (OER)of every faculty available at the faculty website	74	Yes	Yes	No
10.	Assessment of assignments, online tests and subjective tests	Yes	745	tu	7-es
11.	Make-up classes are conducted for improvement of internal assessment.	Yes	7-43	Yes	Yes
12.	Result Analysis of previous semester result	Yes	Yes	Tes	7-es

0.2					
13.	CO-PO-PSO attainment done for all courses	Tes	Yes	Tes	Yes
14.	Review of projects completed by students considering PO and PSO attainment	Yes	7.4	7-es	7-es
15.	Remedial classes are conducted for students whose performance is not satisfactory in the University exams.	Yu	7-4	7-4	Tes
16.	Curricular/Co- curricular/extra- curricular/value added programs and enrichment programs are conducted at the department.	Yes	7-4	7-es	7es
17.	Adherence to Academic activity planner of events of the department.	74	Yes	Ye	7-es
18.	Peer feedback conducted and analysis done	Yes	Yes	70	7-6
19.	Students (mid-term and end term) feedback conducted and analysis done.	Yes	7-es	7-6	7-25
20.	Course exit feedback conducted and analysis done.	Yes	73	7-55	72
21.	Program exit survey conducted and analysis done	No	No	No	No
22.	Parents feedback conducted and analysis done.	Yes	Yes	Yes	Yes
23.	Institute feedback conducted and analysis done.	Yes	7-4	7es	74
24.	Student Satisfaction feedback conducted and analysis done.	Yes	7es	745	Yes
25.	Skill development online courses opted by students (NPTEL, Spoken	No	No	No	No

	Tutorials)				
26.	Counseling and mentoring done for students	Yes	7-5	7-63	Yes
27.	Student grievances are taken care of	7es	Yes	Tes	Yes
28.	Online courses/ MOOCs completed by faculty.	74	7es	Yes	Tes

Suggestions for improvising the academic quality:

1. Open Educational Resources (OER) by remaining faculty be prepared and maintained.

2. Program Exit Survey be conducted.
3. The students be inspired to attend on line courses.

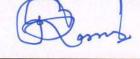
Verified the submitted report and

Found satisfactory

Remarks if any,

Found Satisfactory

Name and Signature of Head of the Department/Programme Coordinator



Dr. Y. M. Sorode

IQAC Members

Name and Sign of IOAC Coordinator Convener

internal Quality Assurance ;ell (IQAC),JVM Thugaondeo Dist. Nagpur (M.S.)

Sign and Seal of Principal

Principal Jeevan Vikas Mahavidyalaya Devgram (Thugaondeo) Tah. Narkhed, Dist. Nagpur



INTERNAL ACADEMIC AUDIT REPORT

Academic Year: 2022-2023

Date: 30/04/2023

Department/Program: PG (Commerce)

Sr.No.	Title	M. Com.	
1.	CO-PO-PSO mapping completed for all courses	Yes/No (Remark if any)	
2.	Mapping of the curriculum with POs and PSOs is satisfactory	7-2	
3.	Teaching plans for all the courses prepared by the respective faculty are available.	7-4	
4.	Academic record booklet maintained for all courses	Yes	
5.	The updated faculty Course file is available	Te	
6.	Curriculum booklet completed for all courses and made available to students.	72	
7.	Course materials for all the courses are available.	Tes	
8.	The laboratory manuals for all courses are available.	Hy NA	
9.	Open Educational Resource (OER)of every faculty available at the faculty website	No	
10.	Assessment of assignments, online tests and subjective tests	Yes	
11.	Make-up classes are conducted for improvement of internal assessment.	Yes Yes	
12.	Result Analysis of previous semester result	74	
13.	CO-PO-PSO attainment done for all courses	Yes	
14.	Review of projects completed by students considering PO and PSO attainment	Yes Yes	
15.	Remedial classes are conducted for students whose performance is not satisfactory in the University exams,	Yes	

16.	Curricular/Co-curricular/extra- curricular/value added programs and enrichment programs are conducted at the department.	Yes
17.	Adherence to Academic activity planner of events of the department.	Yes
18.	Peer feedback conducted and analysis done	Tes
19.	Students (mid-term and end term) feedback conducted and analysis done.	Tes
20.	Course exit feedback conducted and analysis done.	No
21.	Program exit survey conducted and analysis done	Yes
22.	Parents feedback conducted and analysis done.	Yes Yes Yes Yes
23.	Institute feedback conducted and analysis done.	Y-es
24.	Student Satisfaction feedback conducted and analysis done.	Yes
25.	Skill development online courses opted by students (NPTEL, Spoken Tutorials)	No
26.	Counseling and mentoring done for students	Yes
27.	Student grievances are taken care of	Yes No
28.	Online courses/ MOOCs completed by faculty.	No

Suggestions for improvising the academic quality:

- 1, OER by Family be prepared and maintained.
- 2. Course Exit Feedback be maintained.
- 3. The students be encouraged to attend on-line courses.
- 4. The fault should nonline MOOCs courses.

Verified the submitted report and

g. Found satisfactory

h. Remarks if any,

Found Satisfactory

P.S Dalhole

Name and Signature of Head of the Department/Programme Coordinator



Dr. y. M. Sande

IQAC Members

Name and Sign of IQAC Coordinator Convener Internal Quality Assurance ell (IQAC), JVM Thugaondeo Dist. Nagpur (M.S.)

Sign and Seal of Principal

& mengan

Principal
Jeevan Vikas Mahavidyalaya
Devgram (Thugaondeo)
Tah. Narkhed, Dist. Nagpur



INTERNAL EXAMINATION AUDIT REPORT

Academic Year: 2022-2023

Date: 30/04/20

Department/Program: Examination

Sr.No.	Title	Yes/No	Remark if any
1.	Was student stationary provided in time?	Yes	
2.	Was power back-up asked for and provided if needed during online and other exams	Yes	
3.	Are examination halls well equipped for conducting exams	Yes	
4.	Is housekeeping of examination halls done regularly	Yes	
5.	Were there internet connectivity issues for conduct of exams	No E	5540.
6.	Is notification for filling exam forms for university communicated to students	Yes	
7.	Are exam schedules displayed prior to the examinations	Yes	
8.	Are invigilation schedules for examiners declared in advance and conveyed	7/es	
9.	Are duties of support staff communicated prior to exams	Yes	
10.	Are rules for unfair means and practices displayed during the exams	Yes	
11.	Result analysis completed for previous term results	You	
12.	Exam related grievances are addressed appropriately	7-45	
13.	Letters of Recommendation and transcripts	7-20	

Suggestions for improvising the quality process:

All the records related to examination the maintained property.

Verified the submitted report and

Found satisfactory d.

Remarks if any,

Found Salsfactory

wit Dr. Difate G. Arcyllux

Name and Signature Chief Supervisor (Exam.)



Dr. 7.M. Sarado

Name and Signature of IQAC Members

IQAC Coordinator

internal Quality Assurance Cell (IQAC), JVM Thugaondeo Dist. Nagpur (M.S.)

Sign and Seal of Principal

Principal

Jeevan Vikas Mahavidyalaya Devgram (Thugaondeo)

Tah. Narkhed, Dist. Nagpur





INTERNAL EXTENSION ACTIVITIES AUDIT REPORT

Academic Year:

Date:

Department/Program: NSS

Sr. No.	Title	Yes/No	Remark if any
1	Department Student Council is established every year?	7-43	
2	Is the student council involved in institute development?	Yes	
3	Institute/department supports student participation in sports.	Tes	
5	Are Students from department involved in NSS activities?	7-4	
6	Activities proposed under NSS RTMNU are aligned to Vision and mission of Institute/Department.	125	
7	The proposed activities are executed and report submitted to university.	7-es	
8	The activities proposed and executed by clubs are aligned to POs and PSOs.	7-45	
9	The activities conducted by clubs are mapped with POs and PSOs.	7-45	
10	The activities are conducted as per the activity planner.	7-25	
11	The activity planner is aligned to the academic planner of college	Yes	
12	Curricular/Co-curricular/extra-curricular/value added programs and enrichment programs are conducted at the college	7-43	
13	Curricular/Co-curricular/extra-curricular/value added programs and enrichment programs are mapped with POs and PSOs	Tes	
14	The publications of the NSS are done with student efforts.	7-4	
15	Are Guidelines provided for e-publications by NSS?	No	
16	Publications of NSS are available to all stake holders.	720	
17	Department/Institute publications are mapped with POs and PSOs	Yes	
18	Students are encouraged to participate in techno management events.	7-4	
21	Activities in association with alumni are organized and executed.	7-10	

Suggestions for improvising the quality process:

Verified	the	submitted	report and
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e. Found satisfactory f. Remarks if any, Found Satisfortony

M

Name and Signature of NSS Programme Officer



Dr. Y. M. Sarode

Name and Signature of Department IQAC Members

Name and Sign of Institute IQAC Coordinator Convener

internal Quality Assurance Cell (IQAC), JVM Thugaondeo Dist. Nagpur (M.S.)

Sign and Seal of Principal

grenian.

Principal

Jeevan Vikas Mahavidyalaya

Devgram (Thugaondeo)

Tah. Narkhed, Dist. Nagpur



Date:

INTERNAL INFRASTRUCTURE AUDIT REPORT

Academic Year:

Sr. No.	Title	Yes/No	Remark if any
1	Syllabus (Equipment's, Consumables, Stationary) and infrastructure related requirements are obtained before commencement of the academic year.	Yes	
2	Due process is followed for purchase	Yes	
3	Approved and sanctioned budgetary requirements are fulfilled	Tes	
4	DSR is maintained for all category of non-recurring purchases.	Tes	
5	Consumables and stationary records are maintained	7-43	
6	DSR verification done at department and institute level.	yes.	
7	Stock of consumables and stationary is verified.	7-4	
8 .	Non-repairable/obsolete items are identified for write-off and disposal as per the institute procedure.	y-es	Aminally.
9	Equipment and infrastructure (electrical, civil, furniture) related maintenance requirements are identified and reported.	Yes	
10	Equipment calibration records are maintained.	7-83	
11	Maintenance requirements are fulfilled.	Yes	
12	IT support is provided for conduct of exam.	They	
13	Power backup is provided for conducting examinations.	Yes	
14	Is the IT and ICT infrastructure adequate for effective teaching learning and communication.	7es	Procures as per need
15	Are IT/ICT infrastructure related issues addressed properly.	723	
16	Is there use of ICT in teaching learning?	You	
17	Is there improvement in implementation of ICT in Teaching and Learning over previous year?	Yes	
18	Are contents on website current and updated regularly?	Yes	
19	Is all data updated regularly on the institute ERP?	y-es	
20	Are students availing hostel facility?	Yes	
21	Hostel related issues are addressed appropriately.	Yes	
22	Do differently abled faculty and students have adequate provision for special facilities?	Yes	
23	Are the fire safety measures in place and working?	Y-BJ	
24	Is the housekeeping and cleanliness of infrastructure facilities done regularly?	7-es	
25	Are the AMC's for equipment's in place and monitored regularly	7-0	
26	Is there optimum usage of infrastructure and facilities for running all the courses in institute?	Yes	

Suggestions for improvising the academic quality:

Tah. Narkhed, Dist. Nagpur

Verified the submitted report and Found Satisfactory Found satisfactory i. Remarks if any, j. Do. PHak G. Arey News. Name and Signature of Coordinator/Infrastructure and maintenance Dr. Y. M. Sanode Name and Signature of Member IQAC Name and Sign of Institute IQAC Coordinator Convener internal Quality Assurance Cell (IQAC), JVM Thugaondeo Dist: Nagour M.S.V Sign and Seal of Principal Principal Jeevan Vikas Mahavidyalaya Devgram (Thugaondeo)

RESEARCH AND DEVELOPMENT AUDIT REPORT

Academic Year: 2022-2023

Date: 30 04 2023

Sr. No.	Title	Yes/No	Remark if any
1.	Enrolled scholars progress is monitored regularly	Yes	
2.	Research center communication with the university is on time	NA	
3.	Programs attended in other institutes and organized in-house by faculty and research scholars	Tes	
4.	Research publications of faculty and students	Yes	
5.	Programs/Activities conducted to promote research culture	Yes	
6.	Innovative projects undertaken by staff and students at department	Yes	
7.	Funding for innovative projects	Yes	
8.	Innovative lab/center of excellence at department	Nil	
9.	Activities/trainings conducted under innovation lab/center of excellence	Yes	
10.	Have any IPR/patents been filed by staff or students	Yes	100%
11.	Professional Society memberships held	Nil	
12.	Student chapters of professional society's	Nil	
13.	Activities conducted in association with professional society's	Yes	
14.	Collaborative activities by faculty under professional society's	Yes	
15.	Activities conducted under ED cell to promote entrepreneurs	Yes	
16.	Training programs/Audit courses conducted to promote entrepreneurial	Yes	
17.	Start up / entrepreneur ideas identified and promoted	-	319.50

Suggestions for improvising the academic quality:

1. Innovative Laks the maintained.

2. Research Control be started.

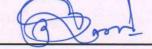
Verified the submitted report and

k. Found satisfactory

1. Remarks if any,



Name and Signature of Coordinator Research Committee



Pr. y.M. Sorvele

Name and Signature of IQAC Member

Name and Sign of Institute IQAC Coordinator

internal Quality Assurance Sell (IQAC), JVM Thugaondeo Dist. Nagpur (M.S.)

Sign and Seal of Principal

Principal

Jeevan Vikas Mahavidyalaya Devgram (Thugaondeo; Tah. Narkhed, Dist. Nagpur



TRAINING AND PLACEMENT AND INDUSTRY INSTITUTE INTERACTION AUDIT REPORT

Academic Year: 2022-2023

Date: 30/04/2023

Department/Program:

Sr. No.	Title	Yes/No	Remark if any
1.	MOU's are signed with industries/other organization.	Tes	
2.	Activities are conducted in relation with MOU's and mapped with POs and PSOs	Tes	
3,	Consultancy projects undertaken by faculty members.	Propo	sals submitted.
4.	Industry sponsorship for technical events.	III	
5.	Industry sponsored projects in the department.	Nil	
6.	New companies added for sponsored projects.	Nil	
7.	Are internship outcomes identified?	Yes	
8.	Industry internships/training programs completed by faculty / students.	Tes	
9.	Internal assessment of student internships is completed.	Tes	Partial and Skills
10.	Feedback obtained on industry internships	Tes	
11.	Department wise training and placement records are maintained.	Y-es	
12.	On campus and off campus placement drives conducted.	Y-13	
13.	MOUs with industries for internships and placements.	7-es	
14.	Skill development and Training programs to enhance employability are conducted and mapped with POs and PSOs	Tes	
15.	Skill development programs are aligned with the institute vision and mission statements.	7-es	
16.	Training needs analysis done as per industry requirement.	No	
17.	Has the requisite data been submitted to the applicable national agencies?	Yes	

Suggestions for improvising the academic quality:

1. Industry-HEI relation needs to be strongthened.
2. Industry-based projects be started.

Verified the submitted report and

Found satisfactory

n.

Remarks if any,

Found Satisfactory.

Name and Signature of Coordinator Placement Cell

r. y. M. Sarode

Name and Signature of Member of IQAC

Name and Sign of Institute IQAC Coordinator Convener internal Quality Assurance Jell (IQAC), JVM Thugaondeo

Dist. Nagpur (M.S.)

Sign and Seal of Principal

Principal Jeevan Vikas Mahavidyalaya Devgram (Thugaondeo) Tah. Narkhed, Dist. Nagpur



5. External Academic Audit External

Academic Audit Guidelines

- 1. This audit to be conducted once in a year at the end of Sem II of the academic year.
- 2. The external Auditor appointed must be from other university/Institute
- 3. At least one or two Auditors are to be appointed to conduct the external Academic audit.
- 4. For an audit, Rs 1000/— can be considered as remuneration.
- 5. After the audit a copy of certificate to be submitted to IQAC.
- 6. Remarks and suggestions by the auditor are taken into consideration and action is taken accordingly.

Letter format for Remuneration to Auditor

Date: 15/04/2023

To, The Principal, Jeevan Vikas Mahavidyalaya Devgram, Tah. Narkhed, Dist. Nagpur -441301

Subject: Sanction of remuneration for the External Auditors.

Respected Sir,

We at Jeevan Vikas Mahvidyalaya, Devgram have planned for External Audit on 20/04/2023.

The auditor details are as follows:

Name of Auditor:

Dr. Anil G. Dodewas

Institute of Auditor:

Mahila Mahavidpalaya, Nandanvan, Nagpur (M.S.)

Name of Auditor:

Institute of Auditor:

We request you to kindly consider our application and sanction an amount of Rs 400 as a part of remuneration.

Thanking You,

IQAC Coordinator Convener internal Quality Assurance Cell (IQAC), JVM Thugaondeo Dist. Nagpur (M.S.)



JEEVAN VIKAS MAHAVIDYALAYA, DEVGRAM

Tah. Narkhed, Dist. Nagpur-441301 (M.S.)

(Permanent Affiliated to Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur)

College Code: 341

(NAAC Accredited in Cycle II with 'B++' Grade, CGPA 2.93)

ISO 9001:2015 Certified, NIRF Participated

Website: www.jvmd.co.in

E-mail: jvmthugaondeo@gmail.com

Format for External Academic Audit

Date: 30/04/2023

Place: Nagpur

Name, Designation and Institute of Audit Experts:

Name of the Auditor	Designation of Auditor	Institute Name
Dr. Anil G. Dodewar	Head, DOE & IQAC Co-ordinator	Mahila Maharielalya
	IBAL Lo-ordinali	14 offers

Members of Institute Jeevan Vikas Mahavidyalaya, Devgram

Name	Designation	Signature
Dr. Raju G. Shrirame	Programme Coordinator	
Dr. Yog esh M. Sarnode	IQAC Member	Domi-
Dr. Margesh G. Achaya	IQAC Member	
Br. Devendra S. Bhorgade	Principal	

Letter format for Invitation to External Auditor

	1/1	. 1 1 . 1 1		C
Department Name: Teevan	Vikas	Maharitpal	179,	Dergram
		/	1	

Dr. Anil G. Dodeword
Mahila Mahavidaalaya
Nandanvan, Nagpur (M.s.)

Subject: Request to conduct External Academic Audit at Jeevan Mahavidyalaya, Devgram.

Vikas

Dear Sir/ Madam,

I am writing this letter in regard to the External Academic Audit at Jeevan Vikas Mahavidyalaya, Devgram.

Therefore, I request you to conduct the audit on the date assigned. I shall be highly obliged for your quick and kind response. In case of any query, you may contact on following numbers or on email.

Thank you,

IQAC Coordinator

internal Quality Assurance Cell (IQAC), JVM Thugaondeo Dist. Nagpur (M.S.)

EXTERNAL ACADEMIC AUDIT FORM (*TO BE SUBMITTED BY EACH PROGRAM):

Sr. No.	Contents fo r Audit	Observations			Remarks/Suggestion s by the External Auditor
		Title	Yes	No	
1	Course file	Required contents are included in Course File?	~		
		If any Contents to be included		DAIL OF	Satisfactory
		Are Course files maintained for every Course?	~		
		Is Suitable teaching methodology adopted? Are assessment methods decided/used based on OBE? Syllabus completion is monitored every month? Questions for Theory and practical point of view are covered in the assessments.	~		
2	ARB (Academic record booklet)	Are all contents covered regarding student assessment and evaluation? If any Contents to be included	V		
		Attendance, continuou s assessment/evaluation records aremaintained? Are Assessment rubrics are defined and followed?	V		
3	Mentor Mentee	Is the department mentor mentee system functioning smoothly? If any Contents to be included	~		
5	Feedback System (SOP)	Are all feedbacks being conducted on regular basis? Is there a SOP being defined for feedback system.			
		Is there requirement to make changes in feedback system?			



6	Projects	Does the project ideas are able to minimize the gap between industry and academia? Are industry inputs being taken from experts?	~	
		Are there student paper publications?		Few deposimon 3
		Do students get opportunity to showcase their skill set on different platforms?		1 and and the state of the stat
-		plationins:		V 12 12 22 12 12 12 12 12 12 12 12 12 12
		Are there efforts being made for Sponsored / projects in collaboration with Industry?	~	
7	Publications	Are the department publications shared with all the stake holders?	~	
		Are the publications content wise helpful to students?	~	
		Does publications make note of students contributed towards it?	V	
8	Research funding and consultation	No. of Funded projects being conducted Area of Funded projects being conducted Status of Funded projects being conducted		
9	IPR	Programs are engaged in Patents/copyright as part of IPR	V	
10	Result analysis	Result analysis for each term is maintained?	~	
11	Internship	Does time student internship contibutes	~	
12	MoU	Are there MoU's with different industries? Any activities in collaboration??	/	
13	Training an d Placement	Do training sessions organized and executed meet students requirement and recruiter expectations.	V	
		Are training sessions helping to build different skillsets in students?	/	
3		Are placement activities conducted at	~	

		department? How are the placements??			
14	Students' association	Activities are conducted under different chapter		No	
	Clubs Student Chapters	Are students involved in organizing the activities under different chapter?		140	
		Are the executed activities contributing to student's skillset? Does the program hasProfessional student chapters? No. of activities conducted under the Professional student chapters? Are Club activities covering the aspects of extension, industries and social part?	/		
15		Are students motivated to be a part of mentioned heads?	~		
16		Are students briefed and motivated to be a part of student chapters? Are minutes conducted with stakeholders: Alumni, Parent, etc. being maintained? Contribution of DAB in identifying Curriculum gaps? Mapping of Program with mission, vision, PEO of Institute's is communicated to all the faculty members?			

Signature of the Head with Seal

Name & Signature of the Audit Expert

AG. Polimer

Principal
Jeevan Vikas Mahavidyalaya
Devgram (Thugaondeo)
Tah. Narkhed, Dist. Nagpur



Head of the Institute and IQAC should submit the following SWOC Analysis along with Internal and External Academic Audit Reports:

Strength:

- 1, Devoted & Mistonary Management.
- 2. Holsto development of students, so cial commitment and environment conscious.
- 3, Most of the few kies have representation of university
- 4. Qualified and committed Felle ?.
 - 5. Multi-Fausty college.

Weakness:

- 1. Flow of students is from economically poor backgrown
- 2. Locational disadranting for stougthing academia industry linkages.

Opportunities:

- 1. Leading capacity in all aspects.
- 2. Scape to stort new programs being plent of infrastructural Facilities.
- 3. Lot of opportunities to open start-up for students.
- 4. Let of exposure for students to do social service.
- 5. To develop E- content by family

Challenges:

- 1. To comy out research deficities and innovative practices within own financial resources.
- 2. Vacant tearling non-terring parts due to government
- 3. Most of the gist-steedenly Leave the education dute marriage increases the drop-out rate.

Best Practice (s) / Innovations of the Institute:

1. Village Develop ment

Future Plans of the institute:

- 1. To make vestasely Centre
- 2. To become educational hold of newsonal standard.
- 3. To stoot skill-based courses.

Signature of the IQAC Coordinator

Signature of the Head with Seal

Principal
Jeevan Vikas Mahavidyalaya
Devgram (Thugaondeo)
Tah. Narkhed Dist Vallatur



External Academic Audit Completion Report/Certificate

Name of the Institute / Program: Teevan Vikas Mahandyalapa	
Dergram, Tah. Harkhed, DST. Noppe	or
Date and Time: 30/04/2023	

Name and Designation of the External Auditor:

Dr. Anil G. Dodowar HoD (English) & EQAC Co-ordinator Mahila Mahantapalopa, Nagpur

This is to certify that Academic Audit for the Academic Year 2022–23 has been successfully completed for of **Jeevan Vikas Mahvidyalaya**, **Devgram** and detailed report of the same is attached herewith.

Name & Sign (with stamp) of external Auditor

Final Audit Completion Certificate

It is to certify that the Internal and External academic audit has been completed by the **Jeevan Vikas Mahavidyalaya**, **Devgram** and IQAC has received following documents for the AY 20223

Internal Academic Audit Forms

External Academic Audit Form External

Academic Audit Certificate

SWOC Analysis of the

Program Plan for AY 2022-202-3

Kindly note the following suggestions /remarks:

Principal

Principal
Jeevan Vikas Mahavidyalaya
Devgram (Thugaondeo)
Tah. Narkhed, Dist. Nagpur

IQAC Co-Ordinator

Convener

Internal Quality Assurance

Jell (IQAC), JVM Thugaondeo

Dist. Nagpur (M.S.)



Academic Audit Cordinator



JEEVAN VIKAS MAHAVIDYALAYA, DEVGRAM

Tah. Narkhed, Dist. Nagpur-441301 (M.S.)

(Permanent Affiliated to Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur)

INTERNAL AND EXTERNAL ACADEMIC AUDIT REPORT

Session 2023-2024

Submitted to THE COORDINATOR INTERNAL QUALITY ASSURANCE CELL

Submitted by
DR. YOGESH BANGINWAR
EXTERNAL ACADEMIC AUDITOR

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