

INTERNAL QUALITY ASSURANCE CELL

External Academic & Administrative Audit

Audit Year - Academic Year – 2025-26

Date of Audit: 12/08/2026

A. Academic Audit

Sr	Particulars	Details	Recommendations/ Remarks
1	List of Faculty (Teaching and Non Teaching)	AICTE-approved faculty list with designation, qualification, experience, date of joining. Teaching= 113, Non Teaching - 112	Need Approval for faculty.
2	Admission Details (DTE list, roll call list)	DTE/CAP admission list, institute-level admission records, category-wise admission statistics UG - 2213, PG - 144	ok
3	Academic Audit File	Internal & external academic audit reports (2025-26)	Need audit File remark individual faculty.
4	Vision, Missions, PSOs, PEOs	Approved Vision & Mission, PEOs, PSOs, PEOs	ok.
5	Department Academic Calendar	Academic calendar aligned with institute calendar showing teaching schedule, assessments, practicals, academic reviews, holidays, and activity plan.	Need to show working days.
6	PAC, DAAB and BOS Records- File	Constitution List & orders, meeting notices, agenda, minutes, attendance, curriculum revision proposals, implementation records.	student may be invited for BOS (Final year + M-Tech)
7	Program Curriculum File	Curriculum structure, scheme, syllabus, course files, CO statements	ok.
8	Professional Society-File	ISTE/IEEE/CSI/IETE/SAE/IEI membership details, student chapters, activity reports, certificates.	ok.
9	Details of Paper presented, published, patents, IPR, research proposals, book chapters, books	Total No. of Journal Papers = 71 ; Total No. of Conference Papers = 157 Total No. of Patents = 103 Total No. of Book Published = 01	Scopus / SCI ⇒ Journal publication required.
10	Co-curricular activities File (Guest lectures, Expert lectures, Industrial visits, Trainings)	Total No. of Co-curricular activities conducted = 81	invitation, thanking → Received.

11	FDP, STTP, Trainings Organized (for faculty)	Total No. of FDP STTP & Trainings Organized For Faculty = 07	Need Registration details + Remuneration.
12	Technical Events/Competitions/Hackathons-File	Total no. of Technical Events/Competitions/Hackathons conducted during the academic year = 20	OK.
13	Alumni talk - File	Total no. of alumni talks conducted for students during the academic year = 14	OK.
14	Examination Records	All Records are available at Central Examination Section	OK. (Need dated doc with sign).
15	Result Analysis File	Subject-wise and course-wise result analysis, CO attainment, PO attainment, gap analysis, corrective action plan. Branchwise Result Analysis Summary is attached	
16	Remedial Lectures File	Remedial Classes conducted for 23 different subjects	Criteria $\Rightarrow$ 10% or 20% failure
17	Program Exit Survey	Exit survey questionnaire, analysis, graduate attributes, stakeholder suggestions, Action Taken Report.	action take required.
18	Feedback and Action Taken Reports (Teaching Learning)	Student feedback, faculty analysis, HoD review, corrective measures (Appreciation / Improvement), <u>implementation evidence</u> .	OK.
19	Feedback and Action Taken Reports (on Facilities)	Infrastructure, laboratory, library, ICT, hostel feedback analysis and improvement records.	OK.
20	Intership File	Internship policy, offer letters, completion certificates, internship reports, evaluation, industry feedback. Total No. of Student undergone Intership = 694	OK.
21	Training and Placement Records	% Placement= 75.5% Higesh Package= 7.2 LPA Average Package= 3.2 LPA	actual student data required
22	Records of Higher Studies and Entrepreneurs	Higher Studies= 09	OK.
23	Skill Development Courses & Certifications	Value-added courses, skill development programs, <u>attendance</u> , <u>assessments</u> , <u>certificates</u> , <u>outcome analysis</u> .	OK.
24	NPTEL Courses & Certifications - Staff and Students	Enrollment list, completion certificates, Elite/Gold achievers, faculty participation, SWAYAM reports. During the academic year, a total of 332 NPTEL course certifications (Faculty and Students) were completed. A total of 4,026 participants completed Skill Development Courses, 694 students successfully completed internships, 9 students opted for higher studies, and the overall placement percentage was 75.5%.	OK.

25	Add-on Courses - File	Total no. of Add on Courses conducted for students of various engineering branches during the academic year = 09	OK.
26	Mini project, Capstone project file	Total no. of Mini project & Capstone project conducted for students of various engineering branches during the academic year = 273	OK.
27	PBL Activity - File	Details of PBL Activities conducted for students of various engineering branches during the academic year	OK.
28	Mentoring Records- File	Mentor allotment, mentoring diary, counseling records, academic monitoring, parent interaction records. A total of 103 mentors were assigned to students of various engineering branches and conducted 471 mentor-mentee meetings during the academic year.	mentoring need improvement. Faculty $\leftarrow$ 57 74 Final.
29	Academic Progressive Review File	Monthly progress review, syllabus completion, attendance review, corrective actions, compliance reports.	OK.
30	Induction Program Reports	AICTE Student Induction Program schedule, sessions, attendance, feedback, photographs, report.	OK
31	Association Activities Reports	A total number of Association Activities were conducted for students of various engineering branches during the academic year = 68	need improvement
32	MOUs File (MOU copies and activities)	During the academic year, a total number of MoUs signed = 37 Total Number of activities were conducted under these MoUs for students of various engineering branches = 38	OK.
33	Best Practices File	Documented best practices with objectives, implementation process, evidence, measurable outcomes.	OK.
34	Center of Excellence File	Proposal, approval, infrastructure, equipment, industry collaboration, training activities, utilization.	need improvement.
35	Parents Meet File	Invitations, attendance, meeting minutes, feedback, Action Taken Report.	OK.
36	Extra-curricular Activities File (Social, Environmental, Cultural, Sports)	Total No. of Extra Curricular Activities = 39	Need improvement
37	Student's Club File	Club constitution, annual calendar, activity reports, innovation initiatives, participation records.	Need improvement.
38	Extension Activities	Total No. of Extension Activities = 17	OK.
39	Newsletters and Magazine	Department newsletters, annual magazine, technical magazine	OK.

40	Students and Staff Achievement File	University ranks, <u>awards</u> , certifications, competitive exam achievements, faculty recognitions.	OK.
41	Departmental Display Boards	Vision, Mission, PEOs, PSOs, COs, timetable, notices, achievements, placement details, accreditation displays.	OK.
42	Details of Laboratory-File	Laboratory profile, equipment list, lab <u>manuals</u> , SOPs, safety measures, utilization records, stock verification.	Lab momentplature need to improve
43	Deadstock Registers	Equipment purchase records, stock <u>verification</u> , condemnation records, <u>physical verification</u> reports.	OK.
44	Consumable Registers	Issue register, stock register, utilization records, purchase and balance verification.	OK.
45	Manitenance Registers	Preventive maintenance schedule, maintenance Procedure, breakdown records, service reports.	need Register for record
46	Calibration Records	Calibration schedule, accredited calibration <u>certificates</u> , due-date monitoring, <u>compliance</u> records.	Need 'improvement'
47	Departmental Library	Book accession register, issue register, journals, e- <u>resources</u> , question bank, usage records.	need separat record in Register.
48	Smart Classroom	ICT-enabled classroom, projector, smart board, internet connectivity, utilization register, maintenance records.	OK.
49	Budget File	Annual budget proposal, sanctioned budget, expenditure statement, utilization <u>certificate</u> , audit records.	OK.
50	Action Plan & Its Accoplishment	Department annual action plan, target vs. achievement	OK.

B. Administrative Audit			
1	Strategic Plan & continuous improvement	Institute Strategic Plan (5 years)	
2	Governing Body of the Institute	AICTE/UGC-compliant Governing Body constitution, approval order, member list, meeting notices, agenda, minutes, attendance, policy decisions, compliance and ATR.	
3	Academic Council of the Institute	Academic Council constitution, approval orders, meeting notices, agenda, minutes, curriculum approval, academic regulations, examination reforms, implementation records.	
4	Board of Studies of all Departments	Department-wise BOS constitution, meeting minutes, curriculum revision proposals, syllabus approval	
5	Finance Committee of the Institute	Finance Committee constitution, annual budget, audited statements, utilization reports, purchase approvals, fund allocation, expenditure monitoring and meeting records.	

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B. Administrative Audit			
1	Strategic Plan & continuous improvement	Institute Strategic Plan (5 years) ✓	International collaborations, startups & innovations to be added, Patents utility.
2	Governing Body of the Institute	AICTE/UGC-compliant Governing Body constitution, approval order, member list, meeting notices, agenda, minutes, attendance, policy decisions, compliance and ATR.	Those who are present online, mention their presence as online
3	Academic Council of the Institute	Academic Council constitution, approval orders, meeting notices, agenda, minutes, curriculum approval, academic regulations, examination reforms, implementation records.	Well mentioned
4	Board of Studies of all Departments	Department-wise BOS constitution, meeting minutes, curriculum revision proposals, syllabus approval	More industry Experts in BOS.
5	Finance Committee of the Institute	Finance Committee constitution, annual budget, audited statements, utilization reports, purchase approvals, fund allocation, expenditure monitoring and meeting records.	Per student budget needed

6	IQAC of the Institute	Constitution, meeting notices, meeting minutes, Activities	Increase in intake should be in IQAC.
7	CDC of the Institute	Constitution, meeting notices, meeting minutes, Activities	Meeting to be arranged.
8	Standing Committee of the Institute	Constitution, meeting notices, meeting minutes, Activities	✓
9	Anti - Ragging Cell	Constitution, meeting notices, meeting minutes, Activities	Action taken to be added.
10	Committee for SC, ST	Constitution, meeting notices, meeting minutes, Activities	Add one student member one girl & boy.
11	Internal Committee	Constitution, meeting notices, meeting minutes, Activities	✓
12	Faculty Grievance Redressal Cell	Constitution, meeting notices, meeting minutes, Activities	✓
13	Student Grievance Redressal Cell	Constitution, meeting notices, meeting minutes, Activities	✓
14	Equal Opportunity Cell	Constitution, meeting notices, meeting minutes, Activities	✓
15	Green Audit	Audit report and audit certificate	✓
16	Energy Audit	Audit report and audit certificate	✓
17	Infrastructure facilities	Details of infrastructure: Instructional, Administrative, Amenities area	✓
18	ICT facilities	Campus networking, internet bandwidth, Wi-Fi, ERP, LMS, smart classrooms, licensed software, ICT-enabled laboratories, maintenance records and utilization reports.	Internet IQAPs, with firewalls to be added.
19	IIC	Institution's Innovation Council approval, annual calendar, innovation activities, startup initiatives, hackathons, innovation competitions, MIC reports and achievement records.	More activities to be planned for self-driven activities
20	Administration & ERP	Administrative structure, office procedures, ERP implementation	✓
21	Financial Planning & Budget	Annual financial planning and Audit Reports	✓
22	Implementation of SDGs	SDG policy and its effective implementation	✓
23	Appraisal System	Appraisal Forms, Analysis, Action Taken (Increments.Promotions)	Action taken to be shown
24	Alumni Cell	Alumni association registration, alumni database, executive committee, alumni meetings, alumni contributions, and activity reports.	e-News letter to be shared to all every Semester.
25	Entrepreneurship Development Cell	EDC constitution, entrepreneurship policy, startup support, incubation activities, workshops, business plan competitions, mentoring and student startup records.	outcome No. 9. Startups ?
26	Policy Documents	Approved institutional policies (Academic, Examination, Research, HR, IT, Gender Equity, Green Campus, Consultancy, IPR, Code of Conduct, etc.), approval records, revision history and implementation evidence.	one booklet at institute level having all Policies in Academic flow to be prepared.
27	Student Support & Progression	Scholarships, mentoring, career guidance, placements, higher studies, competitive exam guidance, counseling, progression statistics and student support initiatives.	Seed funding for projects

28	Facilities for specially-abled students	Barrier-free environment, ramps, lifts, accessible washrooms, wheelchairs, assistive devices, signage, scribe facility, policy implementation and compliance records.	Provision is present at ground floor only lift to be arranged in future.
29	Staff Welfare Initiative	Staff welfare policy, health insurance, medical camps, financial assistance, faculty development support, awards, recreational activities, transport and welfare scheme records.	More medical camps for faculty & staff to be arranged:

Overall Remarks

1. Overall documentation is good
2. More student activities & their participating at state level & national level to be increased.
- 3.
4. In Institute Strategic plan, Semester exchange programs with International universities joint publications to be added.

Dr
12/08/26

	External Auditor 1	External Auditor 2
Name	Dr. Sachin D. Ruikar	Prof. Dr. Dattatraya V. Kodavade
Designation	Professor & HOD, Electronics Engg. Dept.	Professor and Head of Department (Computer Sc. & Engineering) & Dean (Projects and Consultancy)
Organization	Walchand College of Engineering, Vishrambag, Sangli.	D.K.T.E. Society's, Textile & Engineering Institute Rajwada, Ichalkaranji
Sign	<i>S</i> 14/8/26	<i>Dr</i> 14/08/26

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INTERNAL QUALITY ASSURANCE CELL
SHRI BALASAHEB MANE SHIKSHAN PRASARAK MANDAL'S
ASHOKRAO MANE GROUP OF INSTITUTIONS

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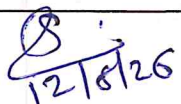
Dr. Mrs. S. R. Chougule
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Overall Remarks

1. Record maintained found in the Institute. But need small improvement in record keeping with remarks mentioned.
2. Students involvement in activity & clubs required improvement
3. Maintain Register for mentoring activity for the various places.
4. Publication need to improve.

	External Auditor 1	External Auditor 2
Name	Dr. Sachin D. Ruikar	Prof. Dr. Dattatraya V. Kodavade
Designation	Professor & HOD, Electronics Engg. Dept.	Professor and Head of Department (Computer Sc. & Engineering) & Dean (Projects and Consultancy)
Organization	Walchand College of Engineering, Vishrambag, Sangli.	D.K.T.E. Society's, Textile & Engineering Institute Rajwada, Ichalkaranji
Sign	 12/8/26	 12/8/26


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