

Annual Report

Academic & Administrative Audit 2017-18

Review of the academic work carried out during the session: A review of the work carried out during the year revealed that the syllabus of all the faculties was completed; Internal Assessment was conducted through Unit Tests, Common tests, Seminars, Presentations and continuous assessment in the class during lectures. Roll Call and Diaries submitted were checked and found to be complete and up-to-date.

Academic & Administrative Audit committee report was presented before the committee and was found satisfactory. The report included that Course was completed well within time. 100 % of the teachers were carrying out ICT based teaching. Innovative teaching methods included use of Moodle.

Research activities of the staff included 47 papers published in Journals, Books and papers published in Conference Proceedings- 16

Discussion on API: API of the staff members was as per UGC norms. The points claimed in the API were correct. The entries in the API were included in API and were entered in the diaries.

Departmental Visits: Departments visits were satisfactory. Files, Stock register, Library books entries were up to date.

Review of Guest Lectures, invited talks, Seminars and Workshops conducted was made. All the departments had arranged guest lectures and invited talks. Reports from all the departments were found to be satisfactory. Audit was also done on the project reports of the students. They were found to be satisfactory and useful in the academic as well as overall development of the students.

Review of MRPs: Ongoing MRPs are 07. The progression of MRPs was checked. Stock related to MRP was verified and found correct.

Short term courses, Refresher and Orientation Courses attended, PhDs awarded: A review was made on the number of staff members who had undergone courses under FDP.

Staff members who had attended-

Short Term Courses -02

Summer School -01

Internal Financial Audit: Internal Financial Audit was done and found satisfactory. Files of non teaching were checked and updated.



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Annual Report

Academic & Administrative Audit 2016-17

Review of the academic work carried out during the session: A review of the work carried out during the year revealed that

- the syllabus of all the faculties was completed;
- Internal Assessment was conducted through Unit Tests, Common tests, Seminars, Presentations and continuous assessment in the class during lectures.
- Roll Call and Diaries submitted were checked and found to be complete and up-to-date.

Academic & Administrative Audit committee report was presented before the committee and was found satisfactory. The report included -

- Course was completed on time.
- 87.5 % of the teachers were carrying out ICT based teaching.
- Research activities of the staff included 35 papers published in Journals,
- Books and papers published in Conference Proceedings- 14

Discussion on API: API of the staff members were as per UGC norms. The points claimed in the API were correct. The API covered all the activities of the staff and the activities were documented properly.

Departmental Visits: Departments visits were satisfactory. Files, Stock register, Library books entries were up to date.

Review of Guest Lectures, invited talks, Seminars and Workshops conducted was made. All the departments had arranged guest lectures and invited talks. Reports from all the departments were found to be satisfactory.

Review of MRPs: Ongoing MRPs are 06. The progression of MRPs was checked. Stock related to MRP was verified and found correct.

Short term courses, Refresher and Orientation Courses attended, PhDs awarded: A review was made on the number of staff members who attended courses-

Short Term Courses -01

Refresher Courses -03

Internal Financial Audit: Internal Financial Audit was done and found satisfactory. Files of non teaching were checked and updated,



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Annual Report

Academic & Administrative Audit 2015-16

Review of the academic work carried out during the session: A review of the work carried out during the year revealed that the syllabus of all the faculties was completed; Continuous Evaluation and Internal Assessment was conducted through Unit Tests, Common tests, Seminars, Presentations & assessment in the class during lectures. Roll Call and Diaries submitted were checked and found to be complete and up-to-date. Academic & Administrative Audit committee report was presented before the committee and was found satisfactory. The committee reported that the course was completed on time. 47.5% were conducting ICT based teaching. Most of the departments engaged in Research activities. Research projects of the students were found to be satisfactory. Research activities of the staff included 31 papers published in Journals, Books and papers published in Conference Proceedings- 28. Field trips were conducted in various departments.

Departmental Visits: Departments visits were satisfactory. Files, Stock register, Library books entries were up to date. Departmental issues were resolved. Reference Books were provided to the students from the departments.

Review of Guest Lectures, invited talks, Seminars and Workshops conducted was made. All the departments had arranged guest lectures and invited talks. Reports from all the departments were found to be satisfactory. Workshops and seminars were arranged on regular basis.

Review of MRPs: Ongoing MRPs are 02, submitted MRP -07. The progression of MRPs was checked. Stock related to MRP was verified and found correct.

Discussion on API: API of most of the staff members were as per UGC norms. Those staff members whose API were not up to mark, suggestions were given to them for corrections. The points claimed in the API were correct.

Internal Financial Audit: Internal Financial Audit was done and found satisfactory.

Files of non teaching were checked and updated.



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Annual Report

Academic & Administrative Audit 2014-15

Review of the academic work carried out during the session: A review of the work carried out during the year revealed that the syllabus of all the faculties was completed; Internal Assessment was conducted through Unit Tests, Common tests, Seminars, Presentations and continuous assessment in the class during lectures. Roll Call and Diaries submitted were checked and found to be complete and up-to-date.

Academic & Administrative Audit committee report was presented before the committee and was found satisfactory. The report included –

- Course was completed on time.
- 37.5 % of the teachers were carrying out ICT based teaching.
- Research activities of the staff included 30 papers published in Journals, Books and papers published in Conference Proceedings- 34

Discussion on API: API of the staff members was as per UGC norms. HODs assured that the programmes shown by the staff was and the marks claimed thereof were correct.

Departmental Visits: Departments visits were satisfactory. Files, Stock register, Library books entries were well maintained.

Review of Guest Lectures, invited talks, Seminars and Workshops For the benefit of the students all the departments had arranged guest lectures and invited talks. The guest lecturers were eminent personalities from the respective fields who enriched student's knowledge and broadened their horizons with their experience. Reports from all the departments were found to be satisfactory.

Review of MRPs: Ongoing MRPs are 08. Submitted MRPs - 01. The Stock related to MRP was verified and found correct.

Short term courses, Refresher and Orientation Courses attended, PhDs awarded: A review was made on the number of staff members who had undergone courses under FDP.

Staff members who had attended-
Orientation Courses -02
Refresher Courses -04
Short Term Courses-02

Internal Financial Audit: Internal Financial Audit was done and found satisfactory. Files of non teaching were checked and updated.



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Annual Report

Academic & Administrative Audit 2013-14

The meeting of the Academic and Administrative Audit Committee was held on 25th April 2014, in the IQAC office under the chairmanship of Principal, Dr. A. J. Gadewar. The committee assessed the following work.

1. **Review of the academic work carried out during the session:** A review of the work carried out during the year revealed that
 - the syllabus of all the faculties was completed;
 - Internal Assessment was conducted through Unit Tests, Common tests, Seminars, Presentations and continuous assessment in the class during lectures.
 - Roll Call and Diaries submitted were checked and found to be complete and up-to-date.
2. **Academic & Administrative Audit committee report** was presented before the committee and was found satisfactory. The report included -
 - Course was completed on time.
 - 19 % of the teachers were carrying out ICT based teaching.
 - Research activities of the staff included 17 papers published in Journals, Books and papers published in Conference Proceedings- 39
 - 02- Conferences/ Workshops organized by the staff members.
3. **Discussion on API:** API of the staff members was as per UGC norms. The points claimed in the API were correct.
4. **Departmental Visits:** Departments visits were satisfactory. Files, Stock register, Library books entries were up to date.
5. **Review of Guest Lectures, invited talks, Seminars and Workshops** Reports from all the departments regarding guest lectures, invited talks, seminars were found to be satisfactory.
6. **Review of MRPs:** Ongoing MRPs are 09. The progression of MRPs was checked. Stock related to MRP was verified and found correct.
7. **Short term courses, Refresher and Orientation Courses** attended, PhDs awarded: A review was made on the number of staff members who had undergone courses under FDP.
 - Staff members who had attended-
 - Orientation Courses -03
 - Refresher Courses -05
8. **Internal Financial Audit:** Internal Financial Audit was done and found satisfactory.
9. Files of non teaching were checked and updated.



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