

**S.S.B.T'S College of Engineering & Technology,
Bambhori, Jalgaon**

ACADEMIC AND ADMINISTRATIVE AUDIT REPORT

2022-23



Vision of the Institute

Today we carry the flame of quality education, knowledge and progressive technology for global societal development; tomorrow the flame will glow even brighter.

Mission of the Institute

To provide conducive environment for preparing competent, value added and patriotic engineers of integrity of par excellence to meet global standards for societal development.

Objectives

- To impart innovative teaching and learning
- To provide quality education with futuristic trends in engineering and technology
- To develop the institute as a research center for academic excellence
- To ensure continual improvement in quality management system
- To inculcate social values, patriotism and professional ethics among the students

1. About Shram Sadhana Bombay Trust:

Shram Sadhana Bombay Trust (SSBT) is established in year 1978, under the guidance of our founder chairperson, Smt. Pratibha Devisingh Patil, the former President of India. The Trust has unique vision to impart education in sectors like Engineering, Technology and Management. Shram and Sadhana are omnipotent, and this is our embodiment in enrichment.

About SSBT's College of Engineering & Technology:

College of Engineering and Technology was established in 1983 and governed by Shram Sadhana Bombay Trust (SSBT). It is a college with long tradition of imparting excellence in education.

- 1) It is included under section 2(f) and 12(B) of UGC act 1956.
- 2) QMS of College confirms to ISO 9001:2015.
- 3) NBA Accredited for 2005-08, 2008-13 & 2014-16 and NAAC Accredited with Grade A (3.14) for 2022-2027.
- 4) It is also awarded as Best Engineering College of Maharashtra for the year 2008-09 by Engineering Education Foundation, Pune (M.S.).
- 5) Awarded "A" Grade by North Maharashtra University, Jalgaon for 2015-16 for Quality Engineering Education.
- 6) Awarded "Lokmat - Corporate Excellence Award" on 28th November, 2015, for Brand Excellence in Education.
- 7) Awarded "Engineering Education Excellence Award - 2015", by Indo Global Chamber of Commerce, Industries and Agriculture, Pune.
- 8) Awarded "Brand Excellence in Education Award 2017" by Dainik Bhaskar Corp Ltd.
- 9) Awarded "Engineering College of the Year for Academic Productivity in 2020" by The Academic Insights Bangalore.

Campus:

25 acres of lush green campus of the college is located on the bank of meandering river Girna. The College is just about 7 km away from the Jalgaon junction railway station and central bus stand. Jalgaon is well connected by train with all major cities of the country and by bus with rest of the Maharashtra State. Ajanta and Ellora caves offer an excellent idea of the rich heritage of the place. They are near Jalgaon and can be visited in a day. The Campus is well developed with all basic infrastructural facilities & Amenities.

General Information

Name & Address of College	SSBT's College of Engineering & Technology, Post Box No.94, Jalgaon
Name of Principal Along with contact details	Dr. Prof. (Dr.) Girish Kumar Patnaik: 0257- 2258393

Sr. No.	UG Programs	Intake	Students Admitted	Percent (%)
1	B.E. Chemical Engineering	30	11	36.66
2	B. E. Computer Engineering	180	206	114.44
3	B.E Civil Engineering	60	33	55
4	B.E. Electrical Engineering	60	57	95
5	B. E. Mechanical Engineering	30	33	110
6	B. E. E&TC Engineering	30	35	116

Programs Offered and Intake Capacity

Sr. No.	PG Programs	Intake	Students Admitted	Percent (%)
1	MBA	60	58	96.66
2	MCA	60	69	115.00
Sr. No.	Ph. D Programs	Ongoing	Duration	
1	Ph.D. Chemical Engineering	00	5 Years	
2	Ph.D. Computer Engineering	18	5 Years	
3	Ph.D. Civil Engineering	14	5 Years	
4	Ph.D. Electrical Engineering	07	5 Years	
5	Ph. D Management	01	5 Years	
6	Ph.D. E&Tc Engineering	18	5 Years	
7	Ph.D. Mechanical Engineering	17	5 Years	

Students on Roll (22-23)

Sr. No.	UG Programs	Students Admitted				Total
		F.E.	S.E.	T.E.	B.E.	
1	B.E. Chemical Engineering	11	08	16	32	67
2	B. E. Computer Engineering	206	230	152	151	739
3	B.E Civil Engineering	33	69	74	153	329
4	B.E. Electrical Engineering	61	23	37	53	174
5	B. E. Mechanical Engineering	33	25	41	106	205
6	B. E. E&TC Engineering	35	73	22	32	162

Sr. No.	Programs	Students Admitted		Total
		1 st Year	2 nd Year	
1	MBA	58	66	124
2	MCA	69	65	134

2. Academic and Administrative Audit (AAA)

The main objective of the academic and administrative audit is to review, assess and appraise the performance in domains of teaching-learning process, research, extra-curricular and administrative aspects pertaining to departments of the institution. The review process is usually carried out by internal committee members of academicians.


The Committee had a formal interaction with the Principal, Directors, Head of Departments and Registrar. The committee members visited all departments in the month of June 2023 and observed the infrastructural facilities of department such as classrooms, laboratories and interacted with the teaching staff and the technical staff to know the academic and administrative performance. During departmental visit all the related documents were presented to the members. The committee members further observed all the central level facilities such as Computer center, Training & Placement cell, Central library, Open theatre, Playground, Yoga Hall, Gymnasium, Sports department, Cafeteria, Boys and Girls hostel, Workshop, Medical Facility and Administrative wings like Accounts Section, Scholarship Section, Establishment Section, Examination Section, Store etc., and had interactions with the respective coordinators / section in charges. After inspection and verification of central level facilities along with departments, AAA Report covering the observations was prepared by the members.


3. Assessment based on Institutional Information


Description	Available
AICTE Approval Letter	✓ Yes / No
University Affiliation Letter (KBCNMU)	✓ Yes / No
12 F & 2 B Letter	✓ Yes / No
NAAC Certificate	✓ Yes / No
ISO Certificate	✓ Yes / No
List of Governing Body (GB)	✓ Yes / No
List of College Development Committee (CDC)	✓ Yes / No
Strategic / Perspective Plan	✓ Yes / No
Supporting documents w.r.t Perspective Plan	✓ Yes / No
Proceeding / Minutes of Governing Body meetings	✓ Yes / No
Proceeding / Minutes of College Development Committee meetings	✓ Yes / No
Proceeding of Finance Committee meetings	✓ Yes / No
Appointment orders of all Directors, Placement officer, HoD's etc.	✓ Yes / No
Service Rules	✓ Yes / No
Budget Sanctioned and Audit Reports	✓ Yes / No
IQAC and its proceedings	✓ Yes / No
Annual Reports	✓ Yes / No
Office Automation (ERP Software)	✓ Yes / No
Institution Website	✓ Yes / No
Biometric Attendance System	✓ Yes / No
Alumni Association	✓ Yes / No
College Committee List (Various committees like Anti Ragging, Grievance Redressal Committee etc.)	✓ Yes / No
SC, ST, OBC Cell	✓ Yes / No
Establishment Section (Leave records, Personal files)	✓ Yes / No
Stock Verification Reports	✓ Yes / No
Notice Board	✓ Yes / No
Green campus initiative	✓ Yes / No
CCTV Security	✓ Yes / No
Medical Facility	✓ Yes / No
Canteen Facility	✓ Yes / No





Sports Facility	✓ Yes / No
Vehicle Parking	✓ Yes / No
Xerox Facility	✓ Yes / No
Electricity Backup facility	✓ Yes / No
Bank / ATM	✓ Yes / No
Waste Water Treatment	✓ Yes / No
Rain Water Harvesting	✓ Yes / No
Drinking Water Facility	✓ Yes / No
Fire Extinguisher	✓ Yes / No
Biogas Plant	✓ Yes / No
e-waste management	✓ Yes / No
Girls common room	✓ Yes / No
Lift / ramp facility for handicap students	✓ Yes / No
Guest House	✓ Yes / No
Transport Facility	✓ Yes / No
Hostel	✓ Yes / No


Signature of Member
 (Dr.P.A.Shirule)



Signature of Member
 (Dr. K.P.Adiya)


Signature of Member
 (Mr.M.M.Ansari)


Signature of Member
 (Dr. V.M.Deshmukh)


Signature of Member
 (Mr.M.V.Rawlani)


Signature of Chairman
 (Mr.K.Srivastava)


Signature of IQAC Coordinator
 (Dr.S.A.Thakur)



4. Assessment of Academics and Administration

Parameter	Poor (1)	Average (2)	Good (3)	Very Good (4)	Excellent (5)
Educational / Intellectual Facets					
Faculty participation / initiative in curriculum development / restructuring					✓
Academic Calendar, Teaching Plan					✓
Offering of Value added / add on courses				✓	
Participation of students in Value added / add on courses			✓		
Teaching learning methodology (experiential learning, interactive method, project based etc)			✓		
Use of ICT in the enhancement of teaching process				✓	
Feedback System				✓	
Teaching Learning Process					
Special programs for Advanced and Slow Learners			✓		
Full time teachers with Ph.D			✓		
Mechanism for redressal of grievances regarding evaluation				✓	
Attainment of Program outcome and Course outcome		✓			
Average pass percentage of Students				✓	
Mentor Mentee Meeting / Teacher Guardian Scheme					✓
Research & Innovation					
Grants received from Government and non-governmental agencies for research projects, Teachers recognized as research guides	✓				
Faculty research papers publications in National & International Journals			✓		
Faculty research papers publications in National & International Conferences		✓			
Book, Book chapter published by faculty	✓				
Extension and outreach Programmes conducted by the institution		✓			
Students participation in extension activities		✓			
MOU with Industries, Institutes			✓		





Infrastructural Facilities					
Infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc				✓	
Facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga					✓
Learning Management Systems (Moodle)				✓	
Sufficient number of books, titles, Journals and e-resources in library				✓	
Infrastructural facilities in central Library for teacher and students				✓	
Sufficient Computers with Wi-Fi facility					✓
Bandwidth of Internet connection					✓
Access of the online and Internet services in the library to the students and faculty					✓
Reading room facility for faculty and students					✓
Student Support					
Capacity building and skill enhancement activities for students				✓	
Career Guidance offered by Institute				✓	
Mechanism for timely redressal of student grievances including sexual harassment and ragging cases					✓
Placements of outgoing students				✓	
Students participation in institutional sports / cultural events					✓
Students participation in national and international level sports / cultural events					✓
Organized cultural and sports activities					✓
Alumni Association					✓
Governance and Leadership					
Decentralization and Participative management				✓	
Welfare measures for teaching and non teaching staff		✓		✓	
Institutional Financial support to teachers to attend conferences/workshops		✓			
Professional development / training program organized by Institute for teaching and non-teaching staff		✓			
Faculty participation in FDP / Seminar / Workshop / STTP					✓
Performance appraisal system for teaching and non-teaching staff		✓			


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Internal and External financial audits					✓
Role and functions of IQAC				✓	
Institutional Values and Best Practices					
Activities in the Institution for inculcating values for being responsible citizens			✓		
CSR Activities organized by Institute			✓		
Energy conservation measures by Institute				✓	
Water conservative measures by Institute				✓	
Prescribed code of conduct for students, teachers, administrators and other staff					✓
Green Campus Initiative					✓


Signature of Member
 (Dr.P.A.Shirule)


Signature of Member
 (Dr.K.P.Adhiya)


Signature of Member
 (Mr.M.M.Ansari)


Signature of Member
 (Dr.V.M.Deshmukh)


Signature of Member
 (Mr.M.V.Rawlani)


Signature of Chairman
 (Mr.K.Srivastava)


Signature of IQAC Coordinator
 (Dr.S.A.Thakur)



SSBT's COLLEGE OF ENGINEERING & TECHNOLOGY, BAMBHORI, JALGAON

Ref.No. COET/Estt./671-1/07/22

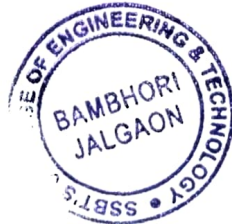
Date:- 20/07/2022

NOTICE

A committee with following members is constituted to carry internal Academic & Administrative Audit.

Sr. No	Name of Internal Member	Designation	
1.	Mr.K.Srivastava	<i>Associate Professor</i> Mechanical Engg Dept, SSBT s COET , JALGAON	Chairman
2.	Dr.P.A.Shirule	<i>Associate Professor</i> Civil Engg Dept, SSBT s COET , JALGAON	Member
3.	Dr. K.P.Adiya	<i>Associate Professor</i> Computer Engg Dept, SSBT s COET , JALGAON	Member
4.	Mr.M.M.Ansari	<i>Assistant Professor</i> Electrical Engg Dept, SSBT s COET , JALGAON	Member
5.	Dr.V.M.Deshmukh	<i>Associate Professor</i> ETC Engg Dept, SSBT s COET , JALGAON	Member
6.	Mr.M.V.RAWLANI	<i>Associate Professor</i> Mechanical Engg Dept, SSBT s COET , JALGAON	Member
7.	Dr.S.A.Thakur	<i>Assistant Professor</i> Chemical Engg Dept, SSBT s COET , JALGAON	IQAC Coordinator

The committee should review, assess and appraise the performance in domains of teaching- learning process, research, extra-curricular and administrative aspects pertaining to departments and overall institution. The committee shall visit at the end of academic year and will submit report to undersigned.




PRINCIPAL
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Bambhori,Jalgaon-425001(M.S.)