

SNDT Women's University, Mumbai
Academic and Administrative Audit Report
 (2020-21, 2021-22 and 2022-23)



Chairperson Report

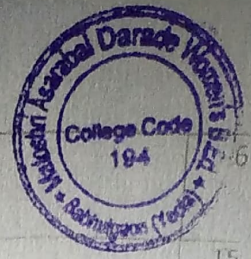
	Name of the College	- Matoshri Asarabai Darade Women's College of Education, Babhulgoan, Yeola, Dist. Nashik	
Sr. No.	Kindly elaborate on the points given:		
1	Observation on Key Aspects: Academic Management		
1	How is timetable framed in each programme?	- Time table framed for B.Ed. M.A. (Edu), ECCE	10
2	Is the Academic/teaching plan prepared on time & shared with the students?	- Yes, Shared with Students	7
3	How is course/program outcome assessed?	- Through offline theory & Practical Exam	6
2	Observation on Key Aspects: Administration & Management (Supporting Academics)		
1	How is admission process carried & how is the timeline observed for admissions?	- Centralized - As per Govt. and SNDT Rules	7
2	How are documents maintained? e.g. examination, attendance documents etc.	- Exam Committee Keeps Records - Attendance sheets are maintained with the help of Biometric System	8
3	Are office documents digitalized?	- No	0
4	What are the software used for administrative depts.?	- No	0
5	Elaborate on the time required for administrative actions like preparation of agenda/minutes for various meetings, CAS, approval of teaching and non teaching posts etc.	- Agenda is prepared before stipulated time of the meeting - Minutes are prepared after every meeting - Minutes needs to be approved.	6
6	How are internal evaluation & research related activities taken place in the college e.g. cluster assessment support, result preparation/declaration etc	- Internal assessment is done at college - Assessment is done immediately - The results are submitted timely	6
7	How administration supports academic activities conducted at college other than the syllabus preparation and teaching to improve quality of students.	- Various committees are formed to conduct the academic activities at college	6

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Principal



8	How do you assess the efficiency of administration support for cultural, extra and co-curricular programs at college level	- The administration helps to draft the notices, letters and looks after the payments of bills for the expenses	
3	Observation on Key Aspects: academic Practices		
1	How and what is the best pedagogy used	- ICT based and traditional methods in teaching-learning	5
2	Any incentives for research or consultation projects undertaken by teachers	- No	0
3	Is the library/laboratory updated?	- Yes	5
4	Is Teachers quality assessed for every course? How?	- Yes, Students' feedback	6
4	Observation on Key Aspects: Infrastructure, Financial & Support Facilities for Academic Activities :-		
1	How many smart class room, Library books, Laboratory, apparatus, sports ground area for students and facilities available at college	- One Room with LCD projector - 1300 books in library - Sports ground is available - Computer Lab for the students is made available	5
2	Is salary paid to Teaching & Non-Teaching staff on time as per university norms?	- No	0
3	How much time is required for sending approvals for appointments to university?	- One Month	5
4	Is prescribed govt. scholarship paid to the student on time?	- Yes, DBT is done by the Govt	7
5	Observation on Key Aspects: Institutional Social Responsibility (ISR)		
1	How fast is the process and efficiency of issuing certificates like bonafide, Leaving certificate, Transcript, railway concession any other facilities to the students & staff?	- No Software are made available - Within one day bonafide and LC are issued to the students	6
2	Are students informed about free-ship and scholarship at appropriate time?	- Yes	7
6	Observation on Key Aspects: Functioning of IQAC :-		
2	Status of NAAC accreditation? How many workshops, seminars, FDP and other trainings for teachers are organized by IQAC.	- Registration for IQA is made - SSR preparation is going on - IQAC is active - No workshops/Seminar - Alumni Association be registered and made active - Placement cell be active	7


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3	Are all criterions looked after for documentation with evidence?	- Need to have attention	
	Total Score		15
	Average Score		50
	Grade		C

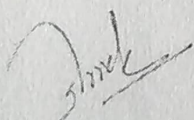
Roles & Duties

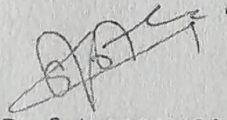
Sr. No.	Observation on Key Aspects		
1)	State Government :-	Suggestions regarding Scholarships, approvals, new appointments etc.	- DBT portal should be open till 15 March
2)	University :-	Suggestions related to Exam, Admission, circular clarity, updating of information about various GRs related to affiliation, and academics	- If student fails in one subject the fees should be taken for one paper only - The university should communicate the circulars in time
3)	College I) Management	Suggestions regarding Infrastructure, remuneration issues if any.	- Qualified teachers be appointed - Library be updated and standard references be procured - The desks of the students are to be improved - The staff be given basic infrastructure in all departments - A few research funds be allocated by management for teachers - MoUs between college and Industry is necessary as per NEP - Teacher Assessment by Students be devised
	II) Academia	Suggestions regarding Participation in various academic activities at University like research, industry	- The teachers should increase the participation in research activities like participation in seminars/conferences and must publish research papers in UGC CARE listed and Scopus indexed journals

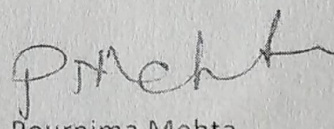

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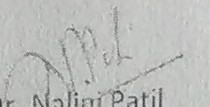
		connect, skills enhancement etc. Organizing seminar & lectures guests	
III) Students	Suggestions regarding Attendance - improvement, , use of fair practices in exam etc, Regarding improvement trend in passing percentage Participation in extra /co-curricular/ sport activities	- Students be motivated for entrepreneurial activities - Students be motivated to acquire the skills required to face the job market	
IV) Other Stake Holder	Support of institution in terms of following Donations, CSR (Corporate Social Responsibility) alumni support, career guidance etc.	- College must try to get CSR funds - Alumni Association be established - Placement Cell should be made active	

Date: 29th June 2023
Place: Babhulgaon, Yeola

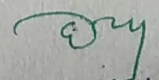

Dr. Jayashri Nemade
Expert, Senate
Member


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Academic Council
Nominee


Pournima Mehta
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Management Council
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