CRITERION-6

6.5.1: Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes. It reviews teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals and records the incremental improvement in various activities.

Academic & Administrative Audit
(AAA)

To
The Principal
Marathwada Mitra Mandal's
Institute of Technology
Lohgaon, PUNE — 411047.

Subject: Report of Academic and Administrative Audit 2022-23

Dear Sir,

After going through all the reports of Academic and Administrative Audit (2022-23), subsequent interactions with department / sections / faculties we are submitting our observations in the form of a conclusive report attached herewith.

We are thankful to the management and principal for inviting us to conduct AAA.

Members of External AAA Audit

Sign: *Sedao*
Ass. prof in civil Departmnt

Name: Dr. Namdeo Hedaoo

College Name: COEP Technologist Uni. Pune.

Sign:

Name: Dr. Deshmukh. P. k (HOD-Comp)

College Name: COEP, Tech University Pune

Sign: *Patil SS*

Name: Dr. S.B. Patil
Asso. Prof. Mech. Engg.

College Name: COEP Techr Uni. Pune

Sign:

Name: Dr. P. P. Bartakke
Asso. Prof. in E&TC
COEP Technological Univ. Punc.

College Name:

Sign:

Name: Dr. D. N. Sonawane
Registrar, coEP Tech University

College Name:

Sign:

Name: Dr. R. S. Kulkarni
Math Dept.

College Name: College of Engg. Pune Shivaji nagar.

Date: 26/8/2023.
Submitted to -

The Principal
MMIT, Lohgaon
Pune
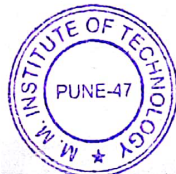
ITEM 1 - DEPARTMENT AUDIT

Item No.	Item Description	Observations of Evaluator
CE1.1	List of courses and workload allocation	Workload to be allocated with cross-departmental fractional teaching load in mind.
CE1.2	Curriculum gaps identified and action taken report	The gap identification approach should be consistent across all departments. Activities must be planned in order to bridge the gap.
CE1.3	Guest Lectures/ Expert lectures	Guest lectures and specialist talks are conducted. They must, however, be included for CO-PO mapping and indirect attainment based on identified gaps.
CE1.4	Academic Audit reports (Audit 1, Audit 2)	Under Dean Academics, there is a methodology for routine academic audit.
CE1.5	Activities conducted under professional associations	Activities conducted under professional associations are carried out. However they can be increased.
CE1.6	Community services	Activities are conducted by the departments.
CE1.7	Skill development program undertaken by the department	Skill development programs are conducted by the departments. However, their need is to be initiated through gap identification
CE1.8	Innovative practices in Teaching Learning/Best practices in the department	The report of innovative practices adapted by the departments are mentioned in AAA and their reports are available in the department
CE1.9	Student strength, Result analysis, Succession Ratio	Result analysis is well maintained by all departments. For calculating succession ratio we need to improve methodology by referring to the guidelines of NBA.
CE1.10	Ongoing Ph.D. / Completed Ph.D.	The institute supports faculties for pursuing PhD.
CE1.11	Visiting Faculty/ Adjunct/ Emeritus Faculty	The Adjunct / Emeritus Faculty may be invited for expert sessions.in any department
CE1.12	Workshop/ Conferences/ FDP/ STTP/ Seminar / Webinar organized/attended by the department	It is suggested to organize a conference to encourage students and faculties to publish work..
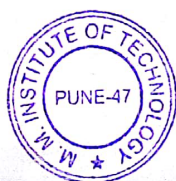
Item No.	Item Description	Observations of Evaluator
CE1.13	Industry sponsored projects in the department (BE projects, mini project, PBL)	Industry sponsored projects can be increased.
CE1.14	Funding proposals submitted/sanctioned	Inculcating sponsored research is necessary. More financed projects are required.
CE1.15	Consultancy services (commercial and non-commercial) offered by the department	More revenue through consultancy is expected
CE1.16	Intellectual Property Right	It is necessary to encourage academics and students to submit patent applications and to safeguard their research and ideas.
CE1.17	Papers published by the department at International, National Journal, Conference/ Book chapters	Number of papers published in indexed journals can be increased. Faculties and BE Students can be encouraged for publications in indexed journals.
CE1.18	International collaborations	A few activities were recently initiated. Need efforts for more collaborative activities.
CE1.19	Internship record	The internships by students are satisfactory.
CE1.20	Department budget allocation and utilization	The established mechanism for budget is in place.

ITEM 2 - ADMINISTRATIVE AUDIT

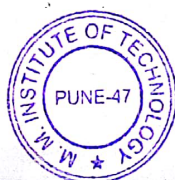| Item No.	Item	Observations by Evaluators
AD2.1	Mandatory requirements	Data for compliance of mandatory requirements is available in the office.
AD2.2	Governance	MoM of essential committees are available in the office. Institute is in the process of shifting activities to ERP.
AD2.3	Student support facilities/ Housekeeping	All facilities mentioned are functioning well.
AD2.4	Office Documentation	Administrative Records are maintained in the office.
AD2.5	Library	Records are maintained in the library.It is well stocked with books,periodicals.
AD2.6	IT Infrastructure	IT infrastructure is updated frequently and is well maintained.
	Any other	Nil
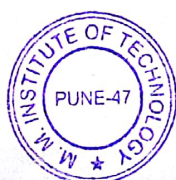
ITEM 3 - TRAINING AND PLACEMENT

Item No.	Item	Observations by Evaluators
TP3.1	Placement details	Placements are having increasing trends.
TP3.2	Companies hiring students	Companies hiring students have shown increasing trends. More companies in core domains may be encouraged.
TP3.3	Actions taken to improve placements	Efforts are appreciated and resulted in increasing trends of placement.
TP3.4	Higher studies	More students need to be encouraged for higher studies.
TP3.5	Entrepreneurship	More students need to be encouraged for entrepreneurship.

ITEM 4 - ALUMNI ASSOCIATION

Item No.	Item	Observations by Evaluators
AL4.1	Alumni data	Data is maintained.
AL4.2	Records of alumni meetings conducted	Record of the meeting held on 22/08/2022 is available.
AL4.3	Contributions by Alumni	Alumni conducted workshops and assisted in placement drives.

ITEM 5 - EXTRA-CURRICULAR ACTIVITIES

Item No.	Item	Observations by Evaluators
ECA 5.1	Sports	Record of participation by students in Indoor and outdoor sports is available.
ECA 5.2	Cultural activities	Record of cultural activities is available.
ECA 5.3	NSS	Record of Activities by NSS unit is available.
ECA 5.4	NCC	The institute may pursue the NSS Unit.

ITEM 6 - STUDENT CHAPTER

Item No.	Department	Observations by Evaluators
1	Computer Engineering	Activities are conducted under 2 associations
2	Mechanical Engineering	Activities are conducted under 3 associations
3	Civil Engineering	One activity conducted under ISTE. Suggested to have branch specific student chapters and activities.
4	Mechatronics Engineering	Not Established
5	Engineering Sciences	Not Applicable