



Nagpur Shikshan Mandal's

## **SHRI MATHURADAS MOHOTA COLLEGE OF SCIENCE, NAGPUR**

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### **Academic and Administrative Audit (AAA): 2018-19**

#### **INTRODUCTION TO ACADEMIC & ADMINISTRATIVE AUDIT**

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As mentioned in the brief advisory note on Academic and Administrative Audit, National Assessment and Accreditation Council has highlighted the significance of AAA. This audit is an exercise meant for understanding the quality of all facilities provided to the students, including curricular, extracurricular, support facilities and office administration. The AAA recognizes the need to improve the institution further and provide the stakeholders with quality education.

#### **MAJOR OBJECTIVES OF AAA**

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The institution follows the same objectives for conducting AAA as have been defined by National Assessment & Accreditation Council (NAAC). These objectives are as under:

1. To understand the existing system and assess the strengths and weaknesses of the Departments and Administrative Units and to suggest the methods for improvement and for overcoming the weaknesses.
2. To identify the bottlenecks in the existing administrative mechanisms and to identify the opportunities for academic reforms, administrative reforms and examination reforms etc.
3. To evaluate the optimum utilization of financial and other resources.
4. To suggest the methods for continuous improvement of quality keeping in mind criteria and reports by NAAC and other bodies.

#### **ACADEMIC & ADMINISTRATIVE AUDIT OF THE COLLEGE**

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This audit is a peer-reviewed process and was done both internally and externally. The Management requested the following experts to conduct the audit for 2018-19:

1. Dr. Rajesh Singru, Principal, Tai Golwalkar Mahavidyalaya, Ramtek Dist- Nagpur University, Nagpur.
2. Dr. Dilip Ganthade, Librarian, Shri Lemdeo Patil Mahavidyalaya, Kuhi- Mandhal, Dist- Nagpur.

3. Dr. Milind Shinkhede, Head, Department of Zoology, DRB Sindhu Mahavidyalaya, Nagpur.

The committee visited the college on 06.03.2020 and meeting with Principal Dr. J. R. Dontulwar and IQAC Coordinator Dr. R. S. Saha was held. Principal presented the progress made by the institute in the current session before the committee members.

The committee members visited all teaching departments and interacted with Heads, coordinators and other staff members. They also interacted with in-charges of various support facilities like Physical Education and Sports and Library. They visited the college office for having thorough interaction with the Superintendent.

For assisting the external committee and for compilation of annual data of 2018-19, an internal committee was created by the Principal. The members of the committee were:

Sr. No.	Name	Designation
1.	Dr. J. R. Dontulwar	Principal
2.	Dr. R. S. Saha	Vice-Principal & IQAC Coordinator
3.	Dr. U. R. Sonparote	Assistant Professor
4.	Dr. V. V. Soman	Associate Professor
5.	Dr. M. G. Dhonde	Associate Professor
6.	Dr. N. V. Palande	Assistant Professor
7.	Ms. S. D. Khalatkar	Assistant Professor

The external committee after inspection submitted the AAA report with their observations and recommendations.



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Sakkardara Square, Umrer Road, Nagpur-440024

## **ACADEMIC AND ADMINISTRATIVE AUDIT REPORT**

**2018-19**

We, the members of Academic and Administrative Audit committee have conducted the inspection by visiting all the departments, interacting with teaching faculties and support staff of each department.

### **Summary of Report:**

- Institutional Academic Audit was conducted in well organized and in transparent manner.
- The members of the institution have been cooperative during the entire audit process.
- The teaching and support staff members are qualified and well experienced.
- IQAC and the college administration encourages participation of staff members in FDP, seminars, conferences and workshops by faculty members is satisfactory.
- Number of research papers published in various journals are satisfactory.
- The evaluation processes followed in the laboratories are diverse and justified.
- The curricular, co-curricular and extra-curricular activities are well balanced in the teaching-learning environment to provide holistic education to the students.
- The admission process followed was transparent and the admission committee has been vigilant in making the admission process transparent and efficient.
- IQAC encourages faculty members to participate in Faculty Development Programmes like Refresher, orientation courses. IQAC also take initiative to organize faculty enrichment programmes for the staff members.
- The college administration obtains feedback from its stakeholders and acts upon it for overall improvement.
- The administration conducts orientation programmes of the newly admitted students; wherein, the students are informed about various schemes, programmes, teaching methods, mentor-mentee scheme deployed for the students, etc. The students of the college wear uniforms which help the institution to give students an identity; to inculcate unity, equality and discipline in them.
- Numbers of volumes of text books available in the library are as per the requirements and the library is well maintained.
- The campus is Wi-Fi enabled. Also, there is a separate wired connection with sufficient bandwidth.



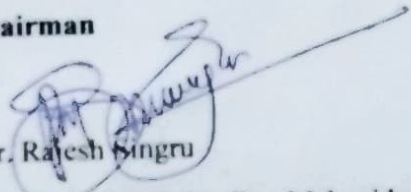
- There are numerous activities organized by the NSS unit of the college in the academic year 2018-19. The most welcoming thing is that the students in large number are participating in these activities of NSS. NSS programs have given new directions and dimensions to the youth and their growth.
- Alumni Association of the college is registered and working actively by conducting various programs.

#### **Suggestions-**

- Improvement of passing percentage is needed.
- More emphasis should be given to effective implementation of mentor-mentee scheme and remedial classes.
- Need to apply for research and development grants from different agencies.
- College has to address on challenges and weaknesses on priority.
- Plan for educational tours to National laboratories.
- ERP should be used to the optimum for better administration.

#### **Committee Members:**

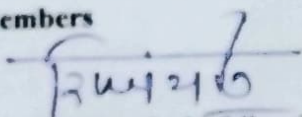
##### **Chairman**

  
Dr. Rajesh Singru

Principal, Tai Golwalkar Mahavidyalaya,

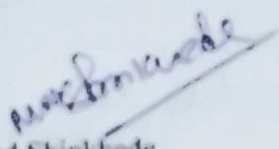
Ramtek Dist- Nagpur

##### **Members**

  
Dr. Dilip Ganthade, Librarian,

Shri Lemdeo Patil Mahavidyalaya,

Kuhi- Mandhal, Dist- Nagpur.

  
Dr. Milind Shinkhede

Head, Department of Zoology,

DRB Sindhu Mahavidyalaya, Nagpur