

### Report of DBATU External AAA Committee visit

Institute Administrative and Academic Audit for AY 2019-20 is conducted on 16<sup>th</sup> June 2021 by external committee invited by IQAC.

Following Committee members were conducted External AAA for AY 2019-20

- 1) **Dr. Dilip S. Aldar**, Associate Professor, Electronics Engg, KBP College of Engineering, Satara
- 2) **Mr. Vikrantsinh G. Dhumal**, CR Manager, Cummins India Ltd Phaltan
- 3) **Mr. G. K. Survase**, Registrar, KBP College of Engineering, Satara

Following Suggestion were given by said committee during the visit:

#### ❖ Academic Audit Suggestions:

1. Vision and Mission statement need to be changed
2. CO-PO mapping and attainment need to be included in faculty course file
3. Mechanism for certification program, Internship, Mentor-mentee to be prepared
4. In Academic Calendar need to mention all activities
5. Institute Master Time Table need to be prepared
6. For Internal assessment transparency record need to be prepared
7. E-waste processing need to be done through authorize agency
8. Psychologist to be appointed for stress management of stakeholders
9. Gap identification and filling to be added in course file.
10. Result analysis action taken record
11. Feedback analysis and action taken need to organize.
12. Conduct Green Audit

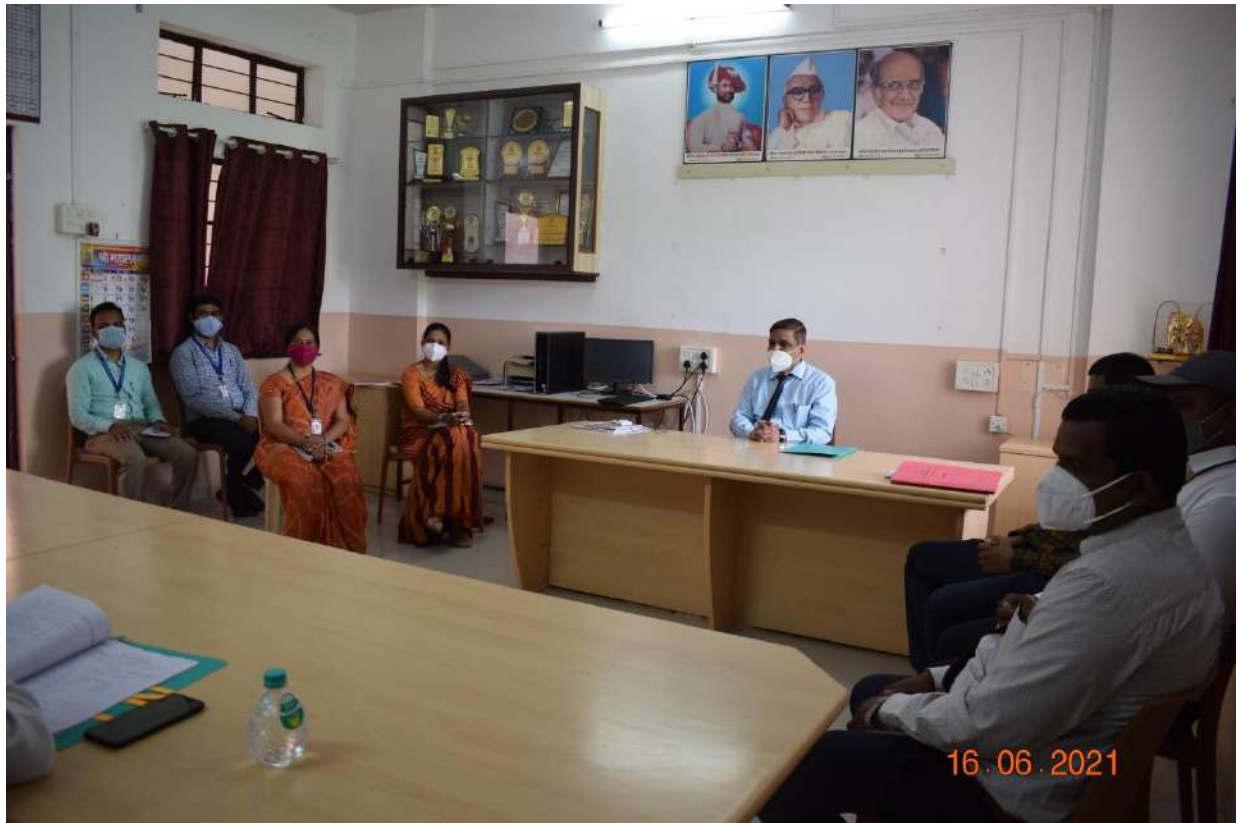
#### ❖ Administrative Audit Suggestions:

1. Financial Administrative Plan to be prepared
2. Office to be decentralized in six compartments
  - a. Accounts
  - b. Exam
  - c. Students
  - d. Scholarship
  - e. Establishment
  - f. General Admin
3. All statutory committees of institute need to be revise.
  - a. formation of committee with detailed information
  - b. Number of committee members
  - c. Annual frequency of meeting
  - d. Proceeding registers for meeting records
4. Account
  - a. Direct income and indirect income need to be separate
  - b. Students well fair and faculty well fair provision in budget
  - c. Make provision of funds for research publication
  - d. Format of budget in credit and debit summary form

5. Service Books are not properly filled and maintained
6. Service rules for employees
7. Stores and Purchase procedures need to revise
  - a. Four central DSR's need to maintain
    - I. Central Goods Register
    - II. Central Furniture Register
    - III. Central Consumables
    - IV. Consolidate central DSR of all departments
    - V. Miscellaneous
8. Leave rule should be revised
9. 25% e-Books are allowed in library budget for purchase
10. Digital Records of library need to improve
11. All the faculty members are made mandatory to visit library
12. Journal subscription need to improve
13. All inward outward records need to be maintain properly in office
14. All central records should be accessible in IQAC



**Photo 1: Introduction with committee**



**Photo 2: Discussion on Agenda**



**Photo 3: Felicitation of Dr. D. S. Aldar by our Hon' Bhojaraj Naik Nimbalkar Management Committee member**



**Photo 4: Felicitation of Mr. Vikramsinh Dhumal by our Hon' Arvind Nikam Administrative Officer, PE Society**



**Photo 5: Felicitation of Mr. G. K. Survase by our Hon' Bhojaraj Naik Nimbalkar Management Committee member**

Date:-17/06/2021

### Minutes of Meeting of DBATU External AAA Committee visit

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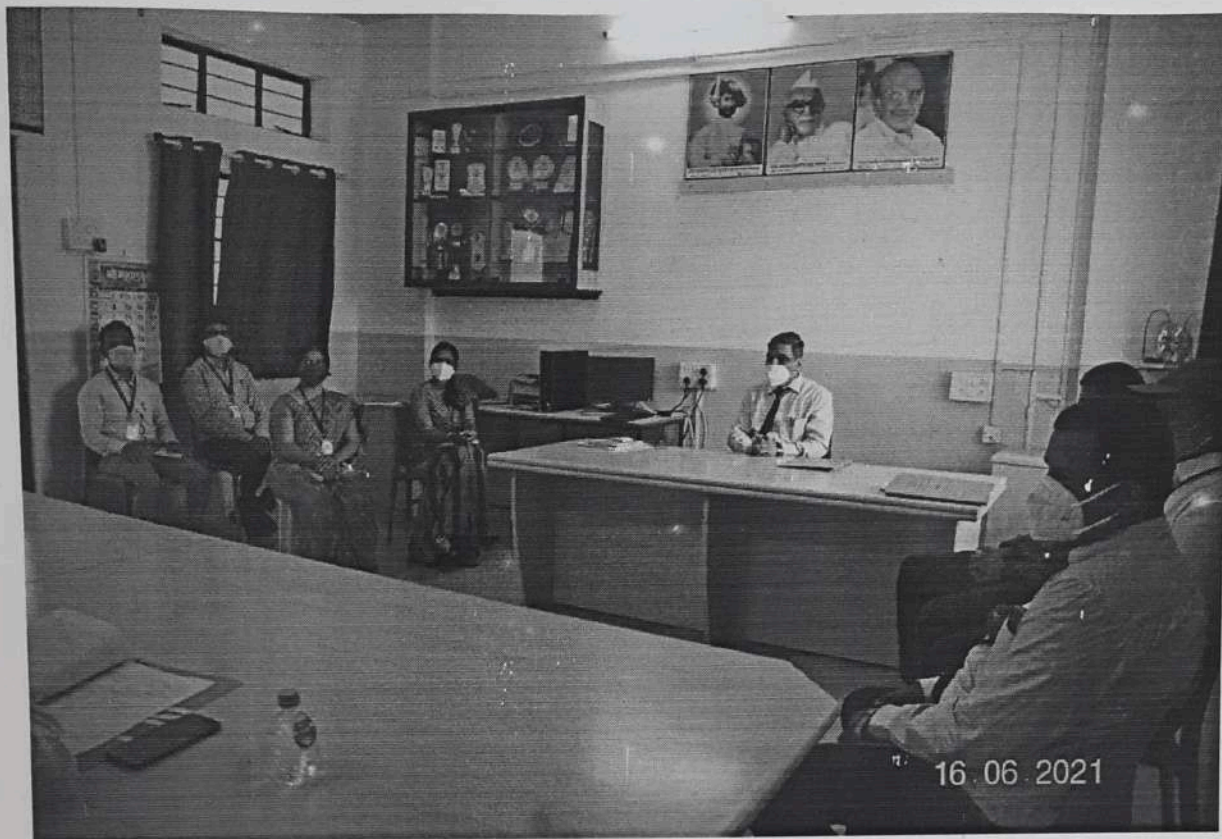
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Forwarded to  
IQAC  
Monak  
17/6/21  
for record.

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**Photo 1: Introduction with committee**



**Photo 2: Discussion on Agenda**



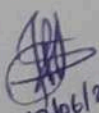
**Photo 3: Felicitation of Dr. D. S. Aldar by our Hon' Bhojaraj Naik Nimbalkar Management Committee member**

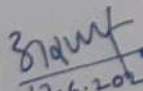


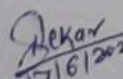
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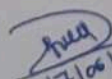


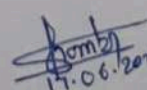
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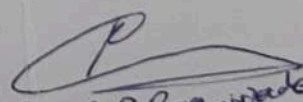
  
17/06/2021

  
17.6.2021  
A.A. Ranaware

  
17/6/2021  
Mrs. J.S. Tilekar

  
17/06/21  
Mrs. B.S. Bhate

  
17.06.2021  
G.V. Thombare

  
R.R. Bhojaraj Naik



**Dr. Babasaheb Ambedkar Technological University**  
**Academic Audit of Engineering Colleges**  
**Format for submission of Academic Advisors Report (AAR)**

S.No	Zone	District	Name of the College,place	Item	Grade *	Impression
1	Kolhapur	Satara	Phaltan Education Society's College of Engineering, Phaltan	Conduct of Classes	A	—
2				Co-Curricular Activities & Extra-Curricular Activities	A	—
3				College Activity Register	A	—
4				Departmental Activity Registers	A	—
5				Discipline in the campus	A	—
6				IQAC	A	—
7				Placement	B	Need to Improve
8				Departmental research	C	Need to Improve
9				Career Guidance Cell	A	—
10				SWAYAM facilities	A	—
11				Library	B	Need to Improve
12				Research & Laboratories	B	—
13				Games & Sports	A	—
14				Humanities and Foundation Courses	A	—
15				Teacher Evaluation by Students	A	—
16				Maintenance of Registers	B	Need to Improve
17				Teaching Diaries & Plans	A	—
18				NCC / NSS	A	—
19				Women Empowerment Cell	A	—
20				Professional Club	A	—
21				Sanitation & drinking water	A	—
22				Cleanliness	A	—
23				Functioning of Teachers	A	—
24				Over All Impression on the College	A	—
25	Any Other important Observation					
1) Academic work found satisfactory Nature 2) Administrative calendar to be prepared 3) ERP/Tally/Library software are recommended 4) Extracurricular activities are good 5) Industry connect is good.						

**Signatures of Academic Advisors**

1) **Dr. Dilip S. Aldar**,  
Associate Professor, Electronics Engineering, KBP College of Engineering, Satara

2) **Mr. Vikramsinhi Dhumal**,  
CR, Cummins India Foundation, Phaltan

\* A(A)/B( Satisfactory)/C (poor)

3) **Mr. G. K. Survase**, Registrar  
KBP College of Engineering, Satara

**Dr. Babasaheb Ambedkar Technological University  
Academic Audit of Engineering Colleges**

**Format for submission of Action Taken Report by Principal of the College (ATR)**

I-COLLEGE PROFILE			
1	Name of the College, Website, email and Ph.No.	PESs College of Engineering, Phaltan, www.coe-phaltan.edu.in	
2	Name of the Principal, email & Mob.No	Mr.M. A. Natu, milind.natu1@gmail.com,9421416909	
3	Name of the Vice-Principal, email & Mob. No.		
4	Name of the IQAC Coordinator, email & Mob. No.	Prof. R. P. Bagawade, ram.vish22@gmail.com, 9021524268	
5	Year of Establishment & own land if any	2011 & Own Land	
6	NBA accreditation	Nil	
7	NAAC Grade with Cycle, Accredited Year & CGPA ( if not Accredited Status of Preparations)	B+ and 1st Cycle, 2018, CGPA-2.51	
8	UGC Recognition (2F & 12 B)	Nil	
9	College Working Hours (if shift system mention details of both shifts & give reasons for shift system)	10.00 am to 5.00 pm	
10	No. of Posts Sanctioned:	Regular Faculty Working:38	Contract Faculty Working:0 Visiting Faculty:0
11	Course wise & Year wise Students strength particulars ( Proforma enclosed & to be submitted along with AAR)	—	—
II-CURRICULAR ASPECTS			
	Item	Recommendation/Suggestions by Academic Advisors A(Good)/B(Satisfactory)/C (poor) after observation	Recommendation
		Grade	
1	Implementation of Annual Institutional Plan	B	—
2	Departmental Annual Curricular Plans	A	
3	College Activity Register 2019-20	A	
4	Departmental Activity Registers ( Dept. Wise)	A	
5	Add-on Courses (Department-wise) completed during 2019-20	B	
6	Add-on Courses (Department-wise) in 2019-20	B	
7	Coverage of Syllabus (Average Percentage)	A	
8	Teaching of Humanities & Foundation Courses	A	
9	No. of New UG & PG Courses introduced this year:	NA	
10	Maintenance of Student Attendance Registers	A	
11	Feedback forms on Curriculum from students	B	
III-TEACHING, LEARNING & EVALUATION			
1	Teaching Diaries & Plans in the Prescribed Formats	A	
2	Co-Curricular Activities ( College Level)	A	
3	Academic Competitions ( College & Above level)	A	
4	Conduct of Internal Examinations	A	
5	Subject wise result analysis	A	
6	Teacher wise result analysis	A	
7	Remedial Classes	A	
8	Record of Evaluation of Teachers by Students ( Monthly from July)	A	Semister wise
IV-RESEARCH AND CONSULTANCY			
1	Is the College a Recognized Research Centre	NA	—
2	No. of Research Guides in the College	NA	
3	No. of Research Scholars working for Masters & Ph. D	NA	
4	Major/Minor/Other Research Projects	B	
5	Research Papers Published in previous academic year ( International /National)	B	
		B	Encouraging faculty to publish papers in journals

*[Signature]*  
16/05/2021

6	Papers Presented in previous academic year ( International /National/ State )	C	Encouraging faculty present papers in Conferences
7	Books Published in previous academic year(Single Author/ Co Author)	C	Encouraging faculty to publish books
8	Seminars/Workshops/ Training Programme Conducted in previous academic year( International /National/ State )	B	Planned to arrange more FDPs
9	Record of Consultancy in previous academic year	A	
10	Record of MOUs in previous academic year	A	Need to improve

#### VI-EXTENSION ACTIVITIES

1	Record of Subject/Department Related Extension Activities	A	
2	Name of the NSS PO & Mobile No.	Prof. Shendge T.M. & 8805013182	
3	NSS Attendance register	A	
4	NSS activity register	A	
5	Name of the NCC ANO & Mobile No.	NA	
6	NCC Attendance register	NA	
7	NCC activity register	NA	
8	Name of the Professional Club Coordinator & Mobile No.	Prof. Kale S. T. 9552068405	
9	Professional Club Activities	A	
10	Name of the Women Empowerment Cell(WEC) Coordinator & Mobile No.	Prof. Ms. Bhoite D. S. & 9921308186	
11	WEC Activities	A	
12	Name of the Eco-Club Coordinator & Mobile No.	Prof. Chavan K. U. 9689494154	
13	Eco- Club Activities	A	
14	Name of the Consumer Club Coordinator & Mobile No.	Mr. NaikNimbalkar A. S. 8329089731	
15	Consumer Club Activities	B	
16	Any other Club (Student Association)	B	

#### IV-LEARNING RESOURCE

1	Name of the Librarian & Mob.No	Mr. Gurav V. B. & 9421136685	
2	Access timings of the Library	9.00 am to 6.00 pm	
3	Circulation of Books among Students	A	
4	Availability of Previous years Question papers	A	
5	Record of Visitors	A	
6	Status of Library Automation	B	
7	e- Resources & e-Journals	B	
8	Name of SWAYAM Coordinator & Mob.No	Mr. Gurav V. B. & 9421136685	
9	Usage of Internet by students in the Library	A	
10	Status of SWAYAM facilities functioning	A	
11	Whether SWAYAM schedule is circulated to the students	A	
12	Maintenance of SWAYAM Viewers' Register	A	

#### VII-Student Support Activities

1	Name of Physical Director & Mob.No	Prof. Shendge T.M. & 8805013182	
2	Record of Physical Education Department	A	
3	Records of events conducted and significant achievements in Sports & Games	A	
4	Record of cultural programmes conducted	A	
5	Record of any other extra-curricular activities conducted	A	
6	Maintenance of placement facilities & records	B	
7	Record of Students trained in different verticals	A	
8	Record of Student trained and placed	A	
9	Name of Career Guidance Coordinator and Mob.No	Prof.Thombare G. V. & 9834337686	

*[Handwritten Signature]*  
20/06/2024

10	Record of activities Career Guidance and placement cell	A	
11	Name of Dept Review Committee Coordinator & Mob. No	Prof. Badiger S. R. 8625851524	
12	Implementation of DRU Action Plan	B	
13	IQAC activities & maintenance of records , (Action Plan/Minutes of Meeting/ submission of AQAR to NAAC, etc)	A	
14	Record of Support by Alumni Association	A	
15	Record of Grievance Redressal Cell / Anti Ragging Cell	A	
16	Mentoring / Counselling System	B	Counselling Record

#### VIII-Basic Amenities

1	Maintenance of drinking water	A	
2	Maintenance of Sanitation	A	
3	Rest room for women students	A	
4	Greenery & Cleanliness	A	
5	Health Care Facility	A	
6	Canteen	A	

#### IX-GOVERNANCE AND LEADERSHIP

1	Management Committee Register	B	Need to Improve
2	Functioning of Committees in Administration ( Minutes of Meetings)	B	Action require
3	Awards/Achievements	A	
4	Faculty development initiatives if any	B	

#### X - IT INITIATIVES

1	e-class rooms ( Number & Usage)	A	
2	Internet Centre	A	
3	Computer labs (No. of labs & working systems)	A	

#### XI-Best Practices

1	Record of best/innovative practices by the institution	B	
2	College Activity Register & Hard Copy of AQAR previous academic year ( should be available with the Principal)	A	
3	Over All Impression on the College	A	

1) Dr. Dilip S. Aldar,  
Associate Professor, Electronics Engineering, KBP College of Engineering, Satara

• A(A)/B( Satisfactory)/C (poor)

2) Mr. Vikramsinh Dhumal,  
CR, Cummins India Foundation, Phaltan

3) Mr. G. K. Surpass, Registrar  
KBP College of Engineering, Satara

FOUNDER  
Shreeamant Malojiraje Narayan Ambalkar  
Rajasaheb Phalant

**PHALTAN EDUCATION SOCIETY**

**COLLEGE OF ENGINEERING, PHALTAN**

Shreeamant Shivajiraje Nagar, Kurawali Road, Phalant, Dist. Satara  
Tel. No. : 9172036239, 91300 1530

E-mail : coeprincipal@yanoo.co.in

Website : www.coe-phalant.edu.in

Approved by AICTE New Delhi, D.T.E. Mumbai and Affiliated to Shivaji University, Kolhapur D-BATU Lonere/MSBTE Murribai

Ref. No. : COE- 45/2021, 2022

Date : 11/06/2021

To,  
Shri G. K. Survase,  
Registrar,  
K.B.P.College of Engineering, Satara

Sub- Invitation for Institute Academic and Administrative Audit (AAA).

Dear Sir,

Phalant Education Society's College of Engineering Phalant has got B+ Accreditation from NAAC on 2<sup>nd</sup> November 2018 for Cycle 1 and we are going to apply for 2<sup>nd</sup> Cycle in the year 2023. To maintain and enhance the quality of education we wish to conduct Academic and Administrative Audit (AAA) and submit Annual Quality Assurance Report (AQAR).

**We invite you for Academic and Administrative Audit (AAA) of academic year 2019-20 planed on 16<sup>th</sup> June 2021 at 10:00 AM onwards.**

If you have any queries regarding this matter please contact on Mob. No.7972037099

Thanking You!

Yours Sincerely,

*Manali*

Prof. M. A. Natu  
Principal,  
PES's College of Engg, Phalant



Received  
with thanks  
*[Signature]*  
16/06/2021



## PHALTAN COLLEGE OF ENGINEERING, PHALTAN

International Trade Centre, Phaltan, Kurawali Road, Thakurki, Tal. Phaltan, Dist. Satara

Ph. No. : 9172036239, 9130650830

E-mail : coepprincipal@yahoo.co.in

Website : www.coephaltan.edu.in

Approved by AICTE New Delhi, D.T.E. Mumbai and Affiliated to Shriya University, Kolhapur D-BATU Lonere/MSBTE Mumbai

Ref. No. : COE- 59/2021-2022

Date : 16/06/2021

To,  
Shri G. K. Survase,  
Registrar,  
K.B.P.College of Engineering, Satara

Sub- Letter of Gratitude

Dear Sir,

I acknowledge and extend gratitude for your presence to conduct Academic and Administrative Audit (AAA) of AY 2019-20 on **16<sup>th</sup> June 2021**. Your Suggestions for the enhancement of quality of education of our institute will be helpful.

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16/06/2021

विद्यामर्थं च साधयेत् ।

FOUNDER -

Shreemant Malojirao Naik Nimbalkar  
Rajesaheb Phaltan.



# PHALTAN EDUCATION SOCIETY COLLEGE OF ENGINEERING, PHALTAN

Shreemant Shivajiraje Nagar, Kurawali Road, Thakurki, Tal. Phaltan, Dist. Satara

Tel. No. : 9172036239, 9130650830

E-mail : coeprincipal@yahoo.co.in

Website : www.coephaltan.edu.in

Approved by AICTE New Delhi, D.T.E. Mumbai and Affiliated to Shivaji University, Kolhapur D-BATU Lonere/MSBTE Mumbai

Ref. No. : COE- 57/2021-2022

Date : 16/06/2021

To,  
Mr. Vikramsinha Gajanan Dhumal,  
CR, Manager  
Cummins India Ltd Phaltan.

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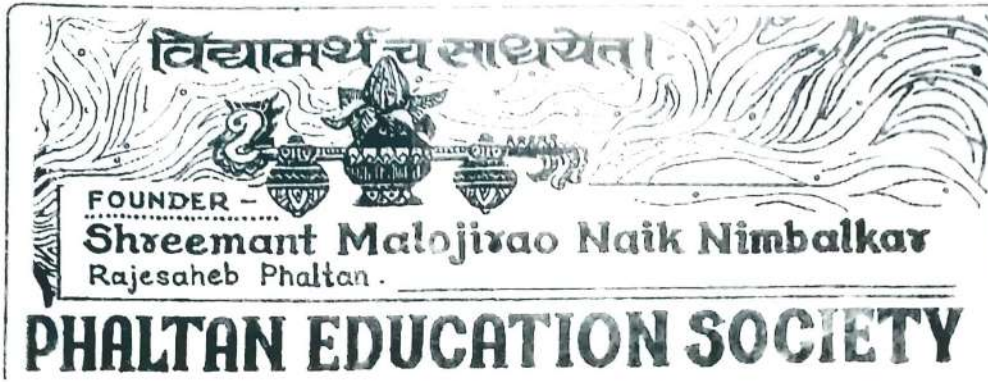
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Received



## PHALTAN EDUCATION SOCIETY

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Tel. No. : 9172036239, 9130650830

E-mail : [coeprincipal@yahoo.co.in](mailto:coeprincipal@yahoo.co.in)

Website : [www.coephaltan.edu.in](http://www.coephaltan.edu.in)

Approved by AICTE New Delhi, D.T.E. Mumbai and Affiliated to Shivaji University, Kolhapur D-BATU Lonere/MSBTE Mumbai

Ref. No. : COE-44/2021-2022

Date : 11 | 06 | 2021

To,  
Mr. Vikramsinha Gajanan Dhumal,  
CR,  
Cummins India Ltd Phaltan.

Sub- Invitation for Institute Academic and Administrative Audit (AAA).

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PES's College of Engg, Phaltan



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Phaltan, Dist. Satara, Maharashtra

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Website : www.coe-phaltan.edu.in

Approved by AICTE New Delhi, D.T.E. Mumbai and Affiliated to Shivaji University, Kolhapur D-BATU Lonere/MSBTE Mumbai

Ref. No. : COE-58/2021-2022

Date : 16/06/2021

To,  
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Electronics Engineering Department,  
K.B.P.College of Engineering, Satara

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58-4  
16/06/21

विद्यामर्थं च साधयेत् ।

FOUNDER -

**Shreemant Malojirao Naik Nimbalkar**  
Rajesaheb Phaltan.



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**COLLEGE OF ENGINEERING, PHALTAN**

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Website : www.coephaltan.edu.in

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Ref. No. : COE- 46/2021-2022

Date : 11 | 06 | 2021

To,  
Dr. Dilip S. Aldar,  
Associate Professor,  
Electronics Engineering Department.  
K.B.P.College of Engineering, Satara

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