CHHATRAPATI SHIVAJI MAHARAJ INSTITUTE OF TECHNOLOGY
Affiliated to the Mumbai University, Approved By AICTE - New Delhi.
DTE Maharashtra (DTE Code : 3477)
St.Wilfred's Education Society, Near Shedung Toll Plaza, Old Mumbai-Pune Highway, Panvel - 410206.
Tel.: 0218 - 239091 / 61. Mob.: +91-02234 34581 / 02244 34581. Email : swc.mumbai@gmail.com

Internal Audit

DEPARTMENT VERIFICATION REPORT Civil Engg. Dept.

Academic Year : 2021-22

Dept: Civil Date 23/12/2021

Verified by

1. Manoj Dongare Dept. Mechanical
2. Jyoti Ravishkar Dept. Computer
3. Dr. Shweta Umale Dept. FE

The following Documents/Files are available in all aspects

DEPARTMENT RELATED

1. Department Profile (Latest) : (Available / Not-Available)
2. Vision/ Mission/ PO/PSO/PEO : (Available / Not-Available)
3. Academic Calendar : (Available / Not-Available)
4. Time Table (Class and Individual) : (Available / Not-Available)
5. Subject Allotment File : (Available / Not-Available)
6. Department MoM File : (Available / Not-Available)
7. Accreditation status File : (Available / Not-Available)
8. PAC/DAC Files : (Available / Not-Available)
9. Composition of BOS : (Available / Not- Available)
10. BOS Meeting Minutes (Last 5 Years)

BOS Minutes No.	Held on Date	YES/NO
Not applicable	—	—

11. Copy of Regulations, Curriculum and Syllabus

Regulation Book No.	Availability (YES/NO)
R-19	
C-Sch.	Available

12. Details of Major revisions carried out in each BoS _____

FACULTY, STUDENT AND BUDGET			
SN	**Check List**	**Availability**	**Remarks (Write your observation)**
1	List of Full-Time Faculty with their specialization / Experience (CAY)	✓ YES/NO	
2	List of staff with PhD degree / PDF.	✓ YES/NO	
3	List of Staff Pursuing PhD with Year of Registration, Title, Publications and Abstract	✓ YES/NO	
4	Student Count List – CAY (Both UG ~~& PG~~)	✓ YES/NO	
5	Student Faculty Ratio (SFR) Calculation	✓ YES/NO	
6	Final Year Student (Appeared / Passed)	✓ YES/NO	
7	Budget Proposed / Utilized for CFY-1or CAY-1 Budget Proposed for CFY or CAY	✓ YES/NO	
8	Details of students Graduation	✓ YES/NO	
9	Details of Students achievements (including sports and games)	✓ YES/NO	
10	Details of Faculty achievements	✓ YES/NO	

RESEARCH AND DEVELOPMENT			
SN	Check List	Availability	Remarks (Write your observation)
1	Faculty Research Publication with Citation Index and h-Index (UGC Approved Journals – Separate and SCOPUS/WOS – Separate)	YES/NO	
2	Students Publications	YES/NO	
3	Patent Publications	YES/NO	
4	Books & Book Chapter Publications	YES/NO	
5	NPTEL / COURSEERA Certifications (Faculty & Students)	YES/NO	
6	Details of FDPs/Workshops/ Conference /VAC/ Guest lectures/ Seminars Organized by the department.	YES/NO	
7	Details of FDPs/Workshops/ Conference attended by Faculty	YES/NO	
8	Details of FDPs/Workshops/ Conference/ VAC attended by Students	YES/NO	
9	Student internship details	YES/NO	
10	List of Professional Societies in the department with membership and validity.	YES/NO	
11	Activities conducted through Professional Societies	YES/NO N/A.	
12	MoU & Collaboration with Industries for training, student exchange, faculty exchange, research and resource sharing	YES/NO	
13	Consultancy Revenue Generated	YES/NO	
14	Details of Proposals submitted to funding agencies	YES/NO	
15	Details of funded research projects	YES/NO	

16	Department research meeting minutes	YES/NO	

ACADEMICS RELATED

SN	Check List	Availability	Remarks (Write your observation)
1	Course Materials Prepared by the Faculty	YES/NO	
2	Sample Question papers of Mid Examinations	YES/NO	
3	Sample Assignment Papers	YES/NO	
4	Sample Tutorial Questions and Answers	YES/NO	
5	Student Project Files (Constitution of PRC, Circulars)	YES/NO	
6	Sample Project Reports (UG & PG)	YES/NO	
7	Bridge and remedial classes (Time-Table, Attendance)	YES/NO	
8	Course Monitoring Committee (CMC) File	YES/NO	
9	Internal Marks	YES/NO	
10	Sample Lab Record note books	YES/NO	
11	Stock Registers and Lab manuals	YES/NO	
12	List of Experiments for each lab	YES/NO	
13	Details of Lab utilization	YES/NO	
14	Sample Course Files	YES/NO	
15	Results Analysis (last 5years)	YES/NO	

PLACEMENT AND CAREER GUIDANCE

SN	Check List	Availability	Remarks (Write your observation)
1	Placement File (Department) with offer letters and Appointment orders	~~YES/NO~~ NA	
2	List of core companies visited	YES/NO	
3	List of training and career guidance programmes offered	YES/NO	NA

DEPARTMENT INFRASTRUCTURE			
SN	**Check List**	**Availability**	**Remarks (Write your observation)**
1	ICT Enabled Class Rooms (UG/PG) – LCD Projector, Screen, PC, Wi-Fi etc.,	YES/NO	
2	Sufficient Class room, Faculty cabins , Conference Room	YES/NO	
3	Department Library: Details of number of Titles, Volumes of Book available in Department Library	YES/NO	
4	Display of Vision/ Mission/ POs/ PSOs/PEOS in HoD Room, Laboratories, Corridors etc.,	YES/NO	
5	Details of Club activities	YES/NO	
ALUMNI			
SN	**Check List**	**Availability**	**Remarks (Write your observation)**
1	List of Alumni with Current Status File	YES/NO	
2	Prominent Alumni of the department	YES/NO	
3	Alumni Feedback Forms	YES/NO	
STAKEHOLDERS FEEDBACK & ATR			
SN	**Check List**	**Availability**	**Remarks (Write your observation)**
1	Parents Feedback (Facilities, Curriculum)	YES/NO	
2	Students Feedback (Course, Curriculum, faculty, facilities, exit feedback, course end)	YES/NO	
3	Employer Feedback	YES/NO	
4	Faculty Feedback (Curriculum)	YES/NO	
5	Action Taken Report and its Impact	YES/NO	

Observations / Comments/ Suggestions

Signature of the HOD
(Concerned department)

Name and Signature of the Verifying Member

1. Manoj Dongare
2. Jyoti Bavisker
3. Dr. Shweta Umale

CHHATRAPATI SHIVAJI MAHARAJ INSTITUTE OF TECHNOLOGY

INTERNAL AUDIT REPORT OF INDIVIDUAL COURSE

Academic Year : 2021-22

DEPARTMENT OF Civil Engg.

Academic Audit form for Individual Courses

Date(s) of Audit : 23/12/2021

Name of the Auditor : Manoj Dongare

Designation : Asst. Prof.

Sl.No	Audit Description	Remarks
1	Academic Year & Semester	2021-22 , VII
2	Course Code & Name	CE-C701 , ABEV
3	Course offered for (Year/Semester)	2021-22
4	Name of the Course Coordinator	Ankita Bhatt
5.	Name(s) of the Faculty members teaching the course.	Prashant Kashid Ankita Bhatt
6	Qualification & Specification	M.E (Str.) , ME (C.M.)
7	Designation	Asst. Prof
8	Experience (in Years & Months)	6 Years , 8.5 Years
9	How many times the same course is handled by the faculty member	3 times
10	Availability of Lesson Plan	Yes
11	Availability of Course Plan	Yes
12	Quality of internal assessment component (Please Tick)	• Excellent • Very Good ✓ • Adequate • Not Standard
13	Availability of Course material/ Laboratory manual and its quality (Please Tick)	• Available / Not Available • Excellent • Very Good • Adequate • Not Standard
14	Whether COs are framed appropriately for the measurable outcome?	Yes / No

15	Quality of COs mapping with appropriate RBT level (Please Tick)	• Excellent • Very Good ✓ • Adequate • Not Standard
16	Quality of COs mapping with PO and PSO	• Excellent • Very Good ✓ • Adequate • Not Standard
17	Quality of Question Papers (Mid Exams) (Please Tick)	• Excellent • Very Good ✓ • Adequate • Not Standard
18	Whether attainment of CO is justified? (Please Tick)	• Fully Justified ✓ • Partially Justified • Not Justified
19	Whether attainment level of COs is calculated appropriately? (Please Tick)	• Properly Calculated ✓ • Calculated but needs improvement • Not calculated
20	Target level and attainment of each COs in %	• CO1: Target-80, Att: 86 % • CO2: Target-85, Att: 85 % • CO3: Target-82, Att: 81 % • CO4: Target-90, Att: 87 % • CO5: Target-86, Att: 90 %
21	Whether the loop is closed by incorporating appropriate corrective action? Is YES, please specify the corrective actions carried out by the course in charge.	YES
22	Appropriateness of the corrective action carried out for meeting the attainment level. (Please Tick)	• Excellent • Very Good ✓ • Adequate • Not Standard
23	Whether all the faculty members had enough exposure in teaching the course in OBE perspective.	YES / NO
24	Overall remarks of the auditor on the quality of teaching and assessment process carriedout by the course in-charge	Yes

Observations / Comments/ Suggestions:

HoD	Course Coordinator	Name and Signature of the Auditor(s)
		1. Manoj Dongare
		2. Jyoti Baviskar
		3. Dr. Shweta Umale

STOCK VERIFICATION REPORT

Academic Year : 2021-22

Name of the Facility/lab: Geotechnical Engg. Lab Date.: 23/2/21

Name of the In-charge: Swati Mane

Verified by (Name & Designation):

1. Manoj Dongare Dept.: Mechanical
2. Jyoti Baviskar Dept.: Computer
3. Dr. Shweta Umale Dept.: Science and Huminity

Sl.No.	Name of the Equipment / Furniture	Stock Book No.	Page No. of Stock Register	Qty as per stock	Qty as per inspection	No. of Deficient Items				Remarks
						Missing	Excess	Unserviceable	Damaged	
1.	Unconfined Compressive Strength		9	1	1	–	–	–	–	
2.	Shrinkage Limit		5	1	1	–	–	–	–	
3.	Plastic limit		2	1	1	–	–	–	–	

4.	Light Compaction test		5	1	1	–	–	–	–	
5.	Core Cutter		6	1	1	–	–	–	–	
6.	Direct Shear Test		7	1	1	–	–	–	–	
7.	CBR Test		8	1	1	–	–	–	–	

Any other observation by the Inspection Committee

Certified that the physical verification as per all the stock registers indicated above has been carried out by us. Except the deficient items reported above, all other items were physically present in the hostel.

Name and Signature of Verification Members

1. — Manoj D.
2. — Jyoti Baishya
3. — Shweta Unal

Signature of the In-charge

CHHATRAPATI SHIVAJI MAHARAJ INSTITUTE OF TECHNOLOGY

Observation made by Audit team in inspection Report

&

Action Taken by Principal and HoD

Academic Year : 2021-22

Name of the Department: Comp Date of Audit: 23/12/21

Name/Type of the Audit: Academic

Name & Designation of Audit/Verification Team :

1. Manoj Dangare
2. Jyoti Bavisker
3. Dr. Shweta Umale

Sl.No.	Observations made in the audit team report	Suggestions given by the audit team (If any)	Action Taken by Principal & HoD	Impact Analysis
1	Publication	Staff publication	Staff	
2.	NPTEL Courses	Enroll to NPTEL Courses.	meeting.	
3.				
4.				
5.				
6.				
7.				
8.				

HoD

PRINCIPAL

DEPARTMENT VERIFICATION REPORT of Mechanical Engg.

Academic Year : 2022-23.

Dept:

Date 05/06/2023

Verified by

1. Shreyas Parde — Dept. Civil.
2. Harish Chandra Maurya — Dept. Computer
3. Renuka Bagade — Dept. F.E. (H&S)

The following Documents/Files are available in all aspects

DEPARTMENT RELATED

1. Department Profile (Latest) : (Available / ~~Not-Available~~)
2. Vision/ Mission/ PO/PSO/PEO : (Available / ~~Not-Available~~)
3. Academic Calendar : (Available / ~~Not-Available~~)
4. Time Table (Class and Individual) : (Available / ~~Not-Available~~)
5. Subject Allotment File : (Available / ~~Not-Available~~)
6. Department MoM File : (Available / ~~Not-Available~~)
7. Accreditation status File : (Available / Not-Available)
8. PAC/DAC Files : (Available / ~~Not-Available~~)
9. Composition of BOS : (Available / Not- Available)
10. BOS Meeting Minutes (Last 5 Years)

BOS Minutes No.	Held on Date	YES/NO
Not applicable	—	—

11. Copy of Regulations, Curriculum and Syllabus

Regulation Book No.	Availability (YES/NO)
Rev 19	Available

12. Details of Major revisions carried out in each BoS _____

FACULTY, STUDENT AND BUDGET			
SN	**Check List**	**Availability**	**Remarks (Write your observation)**
1	List of Full-Time Faculty with their specialization / Experience (CAY)	YES/~~NO~~	
2	List of staff with PhD degree / PDF.	YES/~~NO~~	
3	List of Staff Pursuing PhD with Year of Registration, Title, Publications and Abstract	YES/~~NO~~	
4	Student Count List – CAY (Both UG & PG)	YES/~~NO~~	
5	Student Faculty Ratio (SFR) Calculation	YES/~~NO~~	
6	Final Year Student (Appeared / Passed)	YES/~~NO~~	
7	Budget Proposed / Utilized for CFY-1or CAY-1 Budget Proposed for CFY or CAY	YES/~~NO~~	
8	Details of students Graduation	YES/~~NO~~	
9	Details of Students achievements (including sports and games)	YES/~~NO~~	
10	Details of Faculty achievements	YES/~~NO~~	

RESEARCH AND DEVELOPMENT			
SN	**Check List**	**Availability**	**Remarks (Write your observation)**
1	Faculty Research Publication with Citation Index and h-Index (UGC Approved Journals – Separate and SCOPUS/WOS – Separate)	YES/~~NO~~	
2	Students Publications	~~YES~~/NO	
3	Patent Publications	~~YES~~/NO	
4	Books & Book Chapter Publications	YES/~~NO~~	
5	NPTEL / COURSEERA Certifications (Faculty & Students)	~~YES~~/NO	
6	Details of FDPs/Workshops/ Conference /VAC/ Guest lectures/ Seminars Organized by the department.	YES/~~NO~~	
7	Details of FDPs/Workshops/ Conference attended by Faculty	YES/~~NO~~	
8	Details of FDPs/Workshops/ Conference/ VAC attended by Students	~~YES~~/NO	
9	Student internship details	~~YES/NO~~	
10	List of Professional Societies in the department with membership and validity.	~~YES~~/NO	
11	Activities conducted through Professional Societies	~~YES/NO~~ NA.	
12	MoU & Collaboration with Industries for training, student exchange, faculty exchange, research and resource sharing	YES/~~NO~~	
13	Consultancy Revenue Generated	YES/~~NO~~	
14	Details of Proposals submitted to funding agencies	YES/~~NO~~	
15	Details of funded research projects	~~YES~~/NO	

16	Department research meeting minutes	YES/~~NO~~	

ACADEMICS RELATED

SN	Check List	Availability	Remarks (Write your observation)
1	Course Materials Prepared by the Faculty	YES/~~NO~~	
2	Sample Question papers of Mid Examinations	YES/~~NO~~	
3	Sample Assignment Papers	YES/~~NO~~	
4	Sample Tutorial Questions and Answers	YES/~~NO~~	
5	Student Project Files (Constitution of PRC, Circulars)	YES/~~NO~~	
6	Sample Project Reports (UG & PG)	YES/~~NO~~	
7	Bridge and remedial classes (Time-Table, Attendance)	~~YES~~/NO Yes	
8	Course Monitoring Committee (CMC) File	YES/~~NO~~	
9	Internal Marks	YES/~~NO~~	
10	Sample Lab Record note books	YES/~~NO~~	
11	Stock Registers and Lab manuals	YES/~~NO~~	
12	List of Experiments for each lab	YES/~~NO~~	
13	Details of Lab utilization	YES/~~NO~~	
14	Sample Course Files	YES/~~NO~~	
15	Results Analysis (last 5years)	YES/~~NO~~	

PLACEMENT AND CAREER GUIDANCE

SN	Check List	Availability	Remarks (Write your observation)
1	Placement File (Department) with offer letters and Appointment orders	~~YES~~/NO	
2	List of core companies visited	YES/NO	
3	List of training and career guidance programmes offered	YES/NO	NA

DEPARTMENT INFRASTRUCTURE			
SN	**Check List**	**Availability**	**Remarks (Write your observation)**
1	ICT Enabled Class Rooms (UG/~~PG~~) – LCD Projector, Screen, PC, Wi-Fi etc.,	YES/~~NO~~	
2	Sufficient Class room, Faculty cabins , Conference Room	YES/~~NO~~	
3	Department Library: Details of number of Titles, Volumes of Book available in Department Library	~~YES~~/NO	
4	Display of Vision/ Mission/ POs/ PSOs/PEOS in HoD Room, Laboratories, Corridors etc.,	YES/~~NO~~	
5	Details of Club activities	~~YES~~/NO	

ALUMNI			
SN	**Check List**	**Availability**	**Remarks (Write your observation)**
1	List of Alumni with Current Status File	YES/~~NO~~	
2	Prominent Alumni of the department	YES/~~NO~~	
3	Alumni Feedback Forms	YES/~~NO~~	

STAKEHOLDERS FEEDBACK & ATR			
SN	**Check List**	**Availability**	**Remarks (Write your observation)**
1	Parents Feedback (Facilities, Curriculum)	YES/~~NO~~	
2	Students Feedback (Course, Curriculum, faculty, facilities, exit feedback, course end)	YES/~~NO~~	
3	Employer Feedback	YES/~~NO~~	
4	Faculty Feedback (Curriculum)	YES/~~NO~~	
5	Action Taken Report and its Impact	YES/~~NO~~	

Observations / Comments/ Suggestions

Signature of the HOD
(Concerned department)

Name and Signature of the Verifying Member

1. Shreyas Parde –
2. Harish Chandra Maurya –
3. Revatee Bagade –

CHHATRAPATI SHIVAJI MAHARAJ INSTITUTE OF TECHNOLOGY

INTERNAL AUDIT REPORT OF INDIVIDUAL COURSE

Academic Year : 2022-23

DEPARTMENT OF MECHANICAL ENGINEERING

Academic Audit form for Individual Courses

Date(s) of Audit : 05/06/2023

Name of the Auditor : Shreyas Parale

Designation : Asst. Prof.

Sl.No	Audit Description	Remarks
1	Academic Year & Semester	2022-23
2	Course Code & Name	STRENGTH OF MATERIAL
3	Course offered for (Year/Semester)	IInd YEAR / IIIrd SEM
4	Name of the Course Coordinator	SWAPNIL BHOIR
5.	Name(s) of the Faculty members teaching the course.	SWAPNIL BHOIR
6	Qualification & Specification	M.TECH (MECHANICAL)
7	Designation	ASSISTANT PROFESSOR
8	Experience (in Years & Months)	4.5 YEARS
9	How many times the same course is handled by the faculty member	4 - SEM
10	Availability of Lesson Plan	YES
11	Availability of Course Plan	YES
12	Quality of internal assessment component (Please Tick)	• Excellent ✓ Very Good • Adequate • Not Standard
13	Availability of Course material/ Laboratory manual and its quality (Please Tick)	• Available / Not Available • Excellent ✓ Very Good • Adequate • Not Standard
14	Whether COs are framed appropriately for the measurable outcome?	Yes / ~~No~~

15	Quality of COs mapping with appropriate RBT level (Please Tick)	• Excellent • Very Good ✓ Adequate • Not Standard
16	Quality of COs mapping with PO and PSO	• Excellent • Very Good ✓ Adequate • Not Standard
17	Quality of Question Papers (Mid Exams) (Please Tick)	• Excellent ✓ Very Good • Adequate • Not Standard
18	Whether attainment of CO is justified? (Please Tick)	• Fully Justified ✓ Partially Justified • Not Justified
19	Whether attainment level of COs is calculated appropriately? (Please Tick)	✓ Properly Calculated • Calculated but needs improvement • Not calculated
20	Target level and attainment of each COs in %	• CO1: Target- , Att: 90 % • CO2: Target- , Att: 95 % • CO3: Target- , Att: 85 % • CO4: Target- , Att: 80 % • CO5: Target- , Att: 80 %
21	Whether the loop is closed by incorporating appropriate corrective action? Is YES, please specify the corrective actions carried out by the course in charge.	YES
22	Appropriateness of the corrective action carried out for meeting the attainment level. (Please Tick)	• Excellent ✓ Very Good • Adequate • Not Standard
23	Whether all the faculty members had enough exposure in teaching the course in OBE perspective.	YES ~~NO~~
24	Overall remarks of the auditor on the quality of teaching and assessment process carriedout by the course in-charge	GOOD

MIT/COM/LAB-2

Observations / Comments/ Suggestions:

HoD

Course Coordinator

Name and Signature of the Auditor(s)

1. Shreyas Parde.
2. Harish Chandra Maurya
3. Revatee Bagade

STOCK VERIFICATION REPORT

Academic Year : 2022-23

Name of the Facility/lab: MAE LAB Date.: 05/06/2023

Name of the In-charge: AK

Verified by (Name & Designation):

1. Shreyas pande Dept.: Civil
2. Harish chandra Maurya Dept.: Compute
3. Ravatee Bagade Dept.: FE

Sl.No.	Name of the Equipment / Furniture	Stock Book No.	Page No. of Stock Register	Qty as per stock	Qty as per inspection	No. of Deficient Items				Remarks
						Missing	Excess	Unserviceable	Damaged	
1-	PROFILE PROJECTOR				-1					
2-	ELECTRONIC DIGITAL MICROMETER				-2					
3-	OUTSIDE MICROMETER 00-25 mm				-2					

3-	Outside Micrometer 25-50 mm				-1					
4-	VERNIER CALIPER				-1					
5-	GEAR TOOTH CALLIPER				-2					
6-	SCREW THREAD MICROMETER				-1					
7-	SINE BAR- 100mm				-1					
8-	THREAD MEASURING WIRE				-1					
9-	FILLER GAUGE				-2					
10-	COMPARATOR				-1					
11-	SURFACE PLATE				-1					
12-	SCREW THREAD PITCH GAUGE				-2					

Any other observation by the Inspection Committee

Certified that the physical verification as per all the stock registers indicated above has been carried out by us. Except the deficient items reported above, all other items were physically present in the hostel.

Signature of the In-charge

Name and Signature of Verification Members

1. Shreyas Parale
2. Harish Chandra Maurya
3. Revatee Bagade.

CHHATRAPATI SHIVAJI MAHARAJ INSTITUTE OF TECHNOLOGY

Observation made by Audit team in inspection Report

&

Action Taken by Principal and HoD

Academic Year : 2022-23

Name of the Department: MECHANICAL ENGINEERING Date of Audit: 05/06/2023

Name/Type of the Audit: INTERNAL

Name & Designation of Audit/Verification Team :

1. SHREYAS PANDE
2. HARIS CHANDRA MAURYA
3. REVATEE BAGADE

Sl.No.	Observations made in the audit team report	Suggestions given by the audit team (If any)	Action Taken by Principal & HoD	Impact Analysis
1	No. Of PUBLICATION NEED TO INCREASE	TO INCREASE RESEARCH ACTIVITIES & PUBLICATION		
2.	NEED TO INVOLVE THE STUDENTS FOR RESEARCH ACTIVITIES	TO INCREASE students involvement for publication		
3.	FUNDED PROJECT SHOULD NEED FROM BODY	INSTITUTE NEED TO GO FOR DST/SERB/UGC FUND		
4.				
5.				
6.				
7.				
8.				

Baljit Singh
HoD

PRINCIPAL

DEPARTMENT VERIFICATION REPORT

Academic Year : 2021-22

Dept: Computer Engineering Date 07/06/2022

Verified by

1. Baljit Singh Baljit Dept. Mechanical
2. Shreyaspande Dept. Civil
3. Dr. Shweta Umale Dept. FE

The following Documents/Files are available in all aspects

DEPARTMENT RELATED

1. Department Profile (Latest) : (Available / Not-Available)
2. Vision/ Mission/ PO/PSO/PEO : (Available / Not-Available)
3. Academic Calendar : (Available / Not-Available)
4. Time Table (Class and Individual) : (Available / Not-Available)
5. Subject Allotment File : (Available / Not-Available)
6. Department MoM File : (Available / Not-Available)
7. Accreditation status File : (Available / Not-Available)
8. PAC/DAC Files : (Available / Not-Available)
9. Composition of BOS : (Available / Not- Available)
10. BOS Meeting Minutes (Last 5 Years)

BOS Minutes No.	Held on Date	YES/NO
Not Applicable	—	—

11. Copy of Regulations, Curriculum and Syllabus

Regulation Book No.	Availability (YES/NO)
R-19	
C-Scheme	Available

12. Details of Major revisions carried out in each BoS _____

FACULTY, STUDENT AND BUDGET

SN	Check List	Availability	Remarks (Write your observation)
1	List of Full-Time Faculty with their specialization / Experience (CAY)	✓ YES/NO	
2	List of staff with PhD degree / PDF.	✓ YES/NO	
3	List of Staff Pursuing PhD with Year of Registration, Title, Publications and Abstract	✓ YES/NO	
4	Student Count List – CAY (Both UG & PG)	✓ YES/NO	
5	Student Faculty Ratio (SFR) Calculation	✓ YES/NO	
6	Final Year Student (Appeared / Passed)	✓ YES/NO	
7	Budget Proposed / Utilized for CFY-1or CAY-1 Budget Proposed for CFY or CAY	✓ YES/NO	
8	Details of students Graduation	✓ YES/NO	
9	Details of Students achievements (including sports and games)	✓ YES/NO	
10	Details of Faculty achievements	✓ YES/NO	

RESEARCH AND DEVELOPMENT			
SN	**Check List**	**Availability**	**Remarks (Write your observation)**
1	Faculty Research Publication with Citation Index and h-Index (UGC Approved Journals – Separate and SCOPUS/WOS – Separate)	YES/NO	
2	Students Publications	YES/NO	
3	Patent Publications	YES/NO	
4	Books & Book Chapter Publications	YES/NO	
5	NPTEL / COURSEERA Certifications (Faculty & Students)	YES/NO	
6	Details of FDPs/Workshops/ Conference /VAC/ Guest lectures/ Seminars Organized by the department.	YES/NO	
7	Details of FDPs/Workshops/ Conference attended by Faculty	YES/NO	
8	Details of FDPs/Workshops/ Conference/ VAC attended by Students	YES/NO	
9	Student internship details	YES/NO	
10	List of Professional Societies in the department with membership and validity.	YES/NO N. A	
11	Activities conducted through Professional Societies	YES/NO	
12	MoU & Collaboration with Industries for training, student exchange, faculty exchange, research and resource sharing	YES/NO	
13	Consultancy Revenue Generated	YES/NO	
14	Details of Proposals submitted to funding agencies	YES/NO	
15	Details of funded research projects	YES/NO	

16	Department research meeting minutes	YES/NO	

ACADEMICS RELATED

SN	Check List	Availability	Remarks (Write your observation)
1	Course Materials Prepared by the Faculty	YES/NO	
2	Sample Question papers of Mid Examinations	YES/NO	
3	Sample Assignment Papers	YES/NO	
4	Sample Tutorial Questions and Answers	YES/NO	
5	Student Project Files (Constitution of PRC, Circulars)	YES/NO	
6	Sample Project Reports (UG & PG)	YES/NO	
7	Bridge and remedial classes (Time-Table, Attendance)	YES/NO	
8	Course Monitoring Committee (CMC) File	YES/NO	
9	Internal Marks	YES/NO	
10	Sample Lab Record note books	YES/NO	
11	Stock Registers and Lab manuals	YES/NO	
12	List of Experiments for each lab	YES/NO	
13	Details of Lab utilization	YES/NO	
14	Sample Course Files	YES/NO	
15	Results Analysis (last 5years)	YES/NO	

PLACEMENT AND CAREER GUIDANCE

SN	Check List	Availability	Remarks (Write your observation)
1	Placement File (Department) with offer letters and Appointment orders	YES/NO	
2	List of core companies visited	YES/NO	NA
3	List of training and career guidance programmes offered	YES/NO	

DEPARTMENT INFRASTRUCTURE			
SN	**Check List**	**Availability**	**Remarks (Write your observation)**
1	ICT Enabled Class Rooms (UG/PG) - LCD Projector, Screen, PC, Wi-Fi etc.,	✓ YES/NO	
2	Sufficient Class room, Faculty cabins , Conference Room	✓ YES/NO	
3	Department Library: Details of number of Titles, Volumes of Book available in Department Library	✓ YES/NO	
4	Display of Vision/ Mission/ POs/ PSOs/PEOS in HoD Room, Laboratories, Corridors etc.,	✓ YES/NO	
5	Details of Club activities	YES/NO	
ALUMNI			
SN	**Check List**	**Availability**	**Remarks (Write your observation)**
1	List of Alumni with Current Status File	✓ YES/NO	
2	Prominent Alumni of the department	✓ YES/NO	
3	Alumni Feedback Forms	✓ YES/NO	
STAKEHOLDERS FEEDBACK & ATR			
SN	**Check List**	**Availability**	**Remarks (Write your observation)**
1	Parents Feedback (Facilities, Curriculum)	✓ YES/NO	
2	Students Feedback (Course, Curriculum, faculty, facilities, exit feedback, course end)	✓ YES/NO	
3	Employer Feedback	✓ YES/NO	
4	Faculty Feedback (Curriculum)	✓ YES/NO	
5	Action Taken Report and its Impact	✓ YES/NO	

Observations / Comments/ Suggestions

Signature of the HOD
(Concerned department)

Name and Signature of the Verifying Member

1. BALJIT SINGH
2. Shreyas Pande
3. Dr. Sweta Umale

CHHATRAPATI SHIVAJI MAHARAJ INSTITUTE OF TECHNOLOGY

INTERNAL AUDIT REPORT OF INDIVIDUAL COURSE

Academic Year : 2021-22

DEPARTMENT OF Computer Engineering

Academic Audit form for Individual Courses

Date(s) of Audit : 07/06/2022

Name of the Auditor : Balbir Singh

Designation : Assistant Professor

Sl.No	Audit Description	Remarks
1	Academic Year & Semester	2021-22
2	Course Code & Name	CSEC04
3	Course offered for (Year/Semester)	2021-22
4	Name of the Course Coordinator	Mahesh Thakur
5.	Name(s) of the Faculty members teaching the course.	Mahesh Thakur
6	Qualification & Specification	ME
7	Designation	Assistant Professor
8	Experience (in Years & Months)	05
9	How many times the same course is handled by the faculty member	02
10	Availability of Lesson Plan	Yes
11	Availability of Course Plan	Yes
12	Quality of internal assessment component (Please Tick)	• Excellent • Very Good ✓ • Adequate • Not Standard
13	Availability of Course material/ Laboratory manual and its quality (Please Tick)	• Available / Not Available ✓ • Excellent • Very Good • Adequate • Not Standard
14	Whether COs are framed appropriately for the measurable outcome?	Yes / No ✓

15	Quality of COs mapping with appropriate RBT level (Please Tick)	• Excellent • Very Good ✓ • Adequate • Not Standard
16	Quality of COs mapping with PO and PSO	• Excellent • Very Good ✓ • Adequate • Not Standard
17	Quality of Question Papers (Mid Exams) (Please Tick)	• Excellent • Very Good ✓ • Adequate • Not Standard
18	Whether attainment of CO is justified? (Please Tick)	• Fully Justified ✓ • Partially Justified • Not Justified
19	Whether attainment level of COs is calculated appropriately? (Please Tick)	• Properly Calculated ✓ • Calculated but needs improvement • Not calculated
20	Target level and attainment of each COs in %	• CO1: Target- 80, Att: 96 % • CO2: Target- 82 Att: 86 % • CO3: Target- 86, Att: 93 % • CO4: Target- 87, Att: 90 % • CO5: Target- 90, Att: 92 %
21	Whether the loop is closed by incorporating appropriate corrective action? Is YES, please specify the corrective actions carried out by the course in charge.	
22	Appropriateness of the corrective action carried out for meeting the attainment level. (Please Tick)	• Excellent • Very Good ✓ • Adequate • Not Standard
23	Whether all the faculty members had enough exposure in teaching the course in OBE perspective.	YES / NO
24	Overall remarks of the auditor on the quality of teaching and assessment process carriedout by the course in-charge	Yes

Observations / Comments/ Suggestions:

HoD

Course Coordinator

Name and Signature of the Auditor(s)

1. BALJIT SINGH Baljit Singh
2. Shreyas Pande
3. Dr. Shweta Umale

STOCK VERIFICATION REPORT

Academic Year : _____

Name of the Facility/lab: Language lab Date.: _____

Name of the In-charge: Mahesh Thakur.

Verified by (Name & Designation):

1. Dr. Baljit Singh — Dept.: Mechanical
2. Shreyas Pamale — Dept.: Civil
3. Dr. Shweta Umale — Dept.: FE C

Sl.No.	Name of the Equipment / Furniture	Stock Book No.	Page No. of Stock Register	Qty as per stock	Qty as per inspection	No. of Deficient Items				Remarks
						Missing	Excess	Unserviceable	Damaged	
1	CPU	1	1	25	25	—	—	—	02	
2	Monitor	1	2	25	25	—	—	—	01	
3	Keyboard	1	4	25	25	—	—	—	00	

4	Mouse	7	3	25	25	-	-	-	00	

Any other observation by the Inspection Committee

Research
NPTEL courses.
publications.
Internship

Certified that the physical verification as per all the stock registers indicated above has been carried out by us. Except the deficient items reported above, all other items were physically present in the hostel.

Name and Signature of Verification Members

1. BALJIT SINGH
2. Jivrejas Pande
3. Dr. Sweta Umale

Signature of the In-charge

DEPT.

CHHATRAPATI SHIVAJI MAHARAJ INSTITUTE OF TECHNOLOGY

Observation made by Audit team in inspection Report

&

Action Taken by Principal and HoD

Academic Year : 2021 - 22

Name of the Department: Computer Date of Audit: 07/06/22

Name/Type of the Audit: Academic

Name & Designation of Audit/Verification Team :

1. Baljit Singh
2. Shreyas pande
3. Dr Shweta Umale

Sl.No.	Observations made in the audit team report	Suggestions given by the audit team (If any)	Action Taken by Principal & HoD	Impact Analysis
1	Research	Research needs to improve	staff meeting regarding	
2.	NPTEL	Enroll to NPTEL courses	issue.	
3.	publication	publication of staff		
4.	Internship	Increase Industry Internship count	student meeting.	
5.				
6.				
7.				
8.				

HoD

PRINCIPAL

CHHATRAPATI SHIVAJI MAHARAJ INSTITUTE OF TECHNOLOGY
Affiliated to the Mumbai University, Approved By AICTE - New Delhi.
DTE Maharashtra (DTE Code : 3477)
St.Wilfred's Education Society, Near Shedung Toll Plaza, Old Mumbai-Pune Highway, Panvel - 410206.
Tel.: 0218 – 239091 / 61. Mob.: +91-02234 34581 / 02244 34581. Email : swc.mumbai@gmail.com

External Audit

Chhatrapati Shivaji Maharaj Institute of Technology
Panvel

Format for Department Academic Audit

Name of the Department : Computer

Date : 02/9/23

Name, Designation and Address of Academic Audit Experts: Jyoti Bansidar
Asst. Prof.
SIES GST, Nerul.

Members of Staff Present: Anup Maurya
Kalidas Bhawale

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Criterion	Items	Verification Yes / No	Comments	Suggestions for improvement
I.Curriculum	Steps followed in the designing of syllabus & curriculum	yes		
	Contents of the Curriculum	yes		
	Validation done	yes		
	IDC / EDC	yes		
	Credits allotted / distribution – logic	yes.		

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Curriculum Transaction	Teaching methods & teaching aids	yes		
	E-learning modules	yes		
	Project work UG/PG	yes.		
	Internal assessment – components – Uniqueness	yes.		
	Student support – remedial coaching	yes.		
	Parents meeting – evaluation of student's progress	yes		
	Feedback from students	yes		
	Steps taken on the feedback	yes.		

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Faculty Profile	Projects completed / on going	yes.		
	Seminars / conferences attended	yes.		
	Papers / articles / books published			
	FDP / RC / OC / Training Program / Workshop	yes.		
	Preparation of E-learning materials / Content	yes.		
	Acted as resource persons	yes.		
	M.Phil. & Ph. D awarded			

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Profile of Students	Demand ratio (Applications received Vs Sanctioned Strength)	—		
	Students involvement in extra-curricular & Co-curricular activities	yes.		
	Study tour / industrial visits / exhibitions / Internship / Training	yes.		
	Achievements	yes.		

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Infrastructure in the Department	No. of class rooms	06		
	No. of laboratories	06.		
	No. of computers – for teachers	15		
	No. of computers – for students	150		
	No. of computers – research scholars	-		
	No. of instruments	-		

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VI.0Activities of the Department	MoUs signed	yes.		
	Consultancy	yes		
	Collaborations	yes.		
	Association Meetings	-		
	Guest lectures	yes.		
	Conference / Seminar / Workshop conducted	yes.		
	Extension Activity	yes.		
	Interaction with Industry / Research Centres / Educational Institutions	yes.		

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	Newsletters / Magazine	yes		
	Placement	yes.		

Please comment on SWOC Analysis :

Strength: Dedicated Staff, location, Extra curricular activities

Weakness: Infrastructure

Opportunities: –

Challenges: –

Best Practice (s) / Innovations of the Department:

Future Plans of the Department:

Signature of the HoD

Chhatrapati Shivaji Maharaj Institute of Technology DTE Code : 3477

Signature of the Academic Audit Expert

Jyoti Bavisker
Asst. Prof.
SIES GST Nerul.

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Chhatrapati Shivaji Maharaj Institute of Technology
Panvel

Format for Department Academic Audit

Name of the Department : Department of Civil Engineering

Date : 20/07/2023

Name, Designation and Address of Academic Audit Experts:

Dr. R P Singh Kushwah
Professor and Dean Engineering
Chhatrapati Shivaji Maharaj University Panvel Navi Mumbai

Members of Staff Present:

Prof. Shreyas Pandey
Prof. Swati More

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Criterion	Items	Verification Yes / No	Comments	Suggestions for improvement
I.Curriculum	Steps followed in the designing of syllabus & curriculum	Yes	Followed Mumbai University	
	Contents of the Curriculum	Yes		
	Validation done	Yes		
	IDC / EDC	Yes		
	Credits allotted / distribution – logic	Yes		

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Curriculum Transaction	Teaching methods & teaching aids	Yes	Black Board, PPT & Video lecture	
	E-learning modules	Yes		
	Project work UG/PG	Yes		
	Internal assessment – components – Uniqueness	Yes		
	Student support – remedial coaching	Yes		
	Parents meeting – evaluation of student's progress	Yes		
	Feedback from students	Yes		
	Steps taken on the feedback	Yes.		

Scanned with ACE Scanner

Faculty Profile	Projects completed / on going	Yes		
	Seminars / conferences attended	Yes		
	Papers / articles / books published	Yes		
	FDP / RC / OC / Training Program / Workshop	Yes		
	Preparation of E-learning materials / Content	Yes		
	Acted as resource persons	Yes		
	M.Phil. & Ph. D awarded	—		

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Profile of Students	Demand ratio (Applications received Vs Sanctioned Strength)	5:7		
	Students involvement in extra-curricular & Co-curricular activities	Yes		
	Study tour / industrial visits / exhibitions / Internship / Training	Yes		
	Achievements	—		

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Infrastructure in the Department	No. of class rooms			
	No. of laboratories			
	No. of computers – for teachers			
	No. of computers – for students			
	No. of computers – research scholars			
	No. of instruments			

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VI.0Activities of the Department	MoUs signed	Yes		
	Consultancy	inprocess		
	Collaborations	In process		
	Association Meetings	Yes		
	Guest lectures	Yes.		
	Conference / Seminar / Workshop conducted	Yes		
	Extension Activity	Yes.		
	Interaction with Industry / Research Centres / Educational Institutions	Yes		

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	Newsletters / Magazine	Yes		
	Placement	Yes.		

Please comment on SWOC Analysis :

Strength: Well trained dedicated & Energetic faculty.

Weakness: Remote location.

Opportunities: To serve in Remote Area to Localites

Challenges: Regular Exchange of faculty.

Best Practice (s) / Innovations of the Department:

Future Plans of the Department:

Signature of the HoD

Chhatrapati Shivaji Maharaj Institute of Technology DTE Code : 3477

Signature of the Academic Audit Expert

(Dr. R P Singh Kushwaha)

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Chhatrapati Shivaji Maharaj Institute of Technology
Panvel

Format for Department Academic Audit

Name of the Department : Computer Engineering

Date : 16/06/2022

Name, Designation and Address of Academic Audit Experts:
Mr. Shital Agrawal
Associate professor, BRICET Vangani

Members of Staff Present:
Anup Maurya
Harish Maurya

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Criterion	Items	Verification Yes / No	Comments	Suggestions for improvement
I.Curriculum	Steps followed in the designing of syllabus & curriculum	No	university syllabus.	
	Contents of the Curriculum	Yes		
	Validation done	Yes		
	IDC / EDC	Yes		
	Credits allotted / distribution – logic	Yes.		

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Curriculum Transaction	Teaching methods & teaching aids	Yes		
	E-learning modules	NO		
	Project work UG/PG	Yes		
	Internal assessment – components – Uniqueness	Yes		
	Student support – remedial coaching	Yes		
	Parents meeting – evaluation of student's progress	Yes		
	Feedback from students	Yes		
	Steps taken on the feedback	Yes		

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Faculty Profile	Projects completed / on going	yes	completed	
	Seminars / conferences attended	Yes		
	Papers / articles / books published	Yes		Needs Improvement
	FDP / RC / OC / Training Program / Workshop	Yes		Training program for students
	Preparation of E-learning materials / Content	Yes		
	Acted as resource persons	Yes.		
	M.Phil. & Ph. D awarded	NO		

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Profile of Students	Demand ratio (Applications received Vs Sanctioned Strength)	Yes.		
	Students involvement in extra-curricular & Co-curricular activities	Yes		
	Study tour / industrial visits / exhibitions / Internship / Training	Yes		
	Achievements	Yes		

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Infrastructure in the Department	No. of class rooms	Yes		
	No. of laboratories	Yes		
	No. of computers – for teachers	Yes		
	No. of computers – for students	Yes		
	No. of computers – research scholars	Yes		
	No. of instruments	Yes		

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VI.0Activities of the Department	MoUs signed	Yes		
	Consultancy	Yes		
	Collaborations	Yes		
	Association Meetings	Yes		
	Guest lectures	Yes		
	Conference / Seminar / Workshop conducted	Yes		
	Extension Activity	Yes		
	Interaction with Industry / Research Centres / Educational Institutions	Yes		

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	Newsletters / Magazine	Yes		
	Placement	Yes		

Please comment on SWOC Analysis :

Strength: Dedicated Faculty

Weakness: Remote location / No train connectivity

Opportunities: To serve better in remote area,

Challenges: Regular Exchange of faculty

Best Practice (s) / Innovations of the Department:

Future Plans of the Department:

Signature of the HoD

Chhatrapati Shivaji Maharaj Institute of Technology DTE Code : 3477

Signature of the Academic Audit Expert

Dr. Shital Agrawal

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Certificate of Registration

This is to certify that

CHHATRAPATI SHIVAJI MAHARAJ INSTITUTE OF TECHNOLOGY

**OLD MUMBAI-PUNE HIGHWAY, NEAR SHEDUNG TOLL PLAZA,
SHEDUNG, PANVEL- 410206, MAHARASHTRA (INDIA)**

has been assessed and Certified by Arcade Management Certification
as meeting the requirements of:

ISO 9001:2015

Quality Management System

For the following scope of activities:

**PROVIDING EDUCATION COURSES IN B.E. (COMPUTER ENGINEERING),
B.E. (CIVIL ENGINEERING) & B.E. (MECHANICAL ENGINEERING)**

Date Of Registration: 13/09/2023
1st Surveillance Due: 12/09/2024
2nd Surveillance Due: 12/09/2025
Recertification Due: 12/09/2026

CERTIFICATE No:- QMS-SMT-2309132

To Verify this certificate please visit at www.arcadecert.co.uk