



CHHATRAPATI SHIVAJI MAHARAJ INSTITUTE OF TECHNOLOGY

Affiliated to the Mumbai University, Approved By AICTE - New Dehli.

DTE Maharashtra (DTE Code : 3477)

St. Wilfred's Education Society, Near Shadung Toll Plaza, Old Mumbai-Pune Highway, Panvel - 410206.
Tel.: 0224 - 229091 / 41. Mob.: +91-92234 34581 / 92244 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
2. Jyoti Raviskar
3. Prishweta Umale

Dept. Mechanical
 Dept. Computer
 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	—	—

IQAC

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-I or CAY-I 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	NPTTEL / 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	
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ACADEMICS RELATED

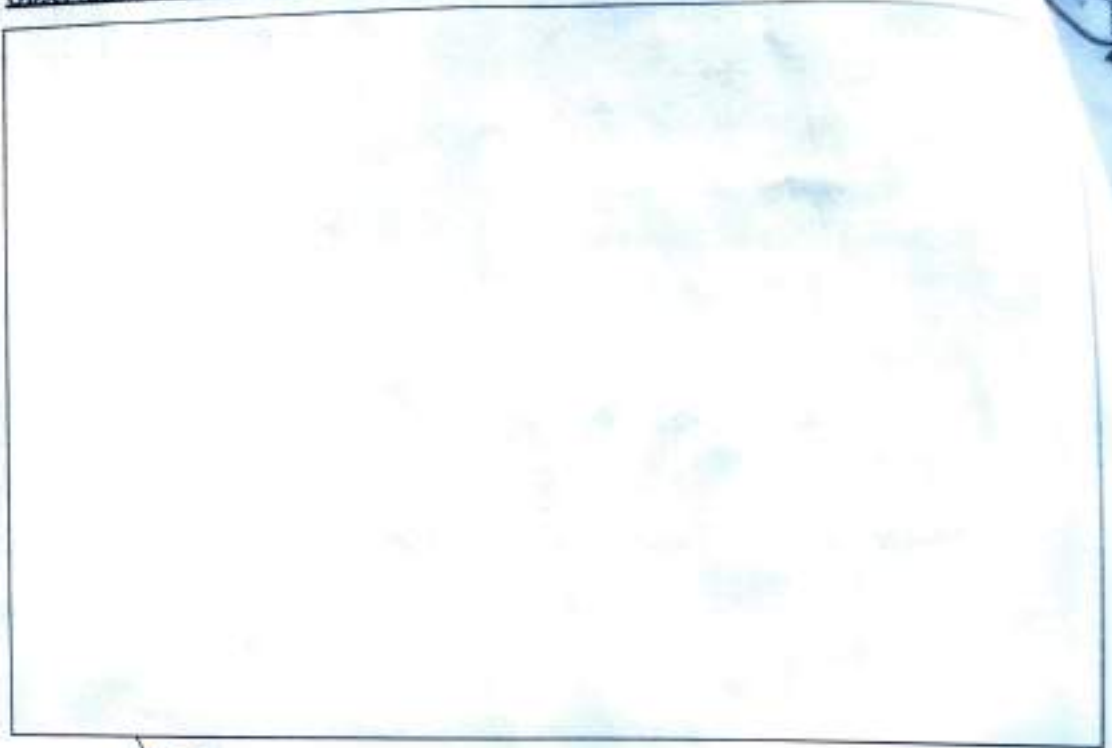
SN	Check List	Availability	Remarks (Write your observation)
1	Course Materials Prepared by the Faculty	✓ YES/NO	
2	Sample Question papers of Mid Examinations	✓ YES/NO	
3	Sample Assignment Papers	✓ YES/NO	
4	Sample Tutorial Questions and Answers	✓ YES/NO	
5	Student Project Files (Constitution of PRC, 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 5 years)	✓ 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	NA
2	List of core companies visited	✓ YES/NO	
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. Manoj Dongare 
2. Jyoti Baviskar 
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-1701 , DBEV
3	Course offered for (Year/Semester)	2021-22
4	Name of the Course Coordinator	Ankita Bhaty
5	Name(s) of the Faculty members teaching the course.	Prashant Kashid Ankita Bhaty
6	Qualification & Specification	M.F (Str.) , M.F (L.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)	<ul style="list-style-type: none">• Excellent• Very Good ✓• Adequate• Not Standard
13	Availability of Course material/ Laboratory manual and its quality (Please Tick)	<ul style="list-style-type: none">• 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)	<ul style="list-style-type: none"> • Excellent • Very Good ✓ • Adequate • Not Standard
16	Quality of COs mapping with PO and PSO	<ul style="list-style-type: none"> • Excellent • Very Good ✓ • Adequate • Not Standard
17	Quality of Question Papers (Mid Exams) (Please Tick)	<ul style="list-style-type: none"> • Excellent • Very Good ✓ • Adequate • Not Standard
18	Whether attainment of CO is justified? (Please Tick)	<ul style="list-style-type: none"> • Fully Justified ✓ • Partially Justified • Not Justified
19	Whether attainment level of COs is calculated appropriately? (Please Tick)	<ul style="list-style-type: none"> • Properly Calculated ✓ • Calculated but needs improvement • Not calculated
20	Target level and attainment of each COs in %	<ul style="list-style-type: none"> • 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)	<ul style="list-style-type: none"> • 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 carried out by the course in-charge	YES



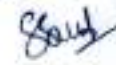
Observations / Comments/ Suggestions:

[Empty box for observations, comments, or suggestions]

HoD

Course Coordinator

Name and Signature of the Auditor(s)

1. Manoj Dongare 
2. Jyoti Baviskar 
3. Dr. Shweta Linal 

STOCK VERIFICATION REPORTAcademic Year: 2021-22Name of the Facility/lab: Geotechnical Engg. Lab Date: 23/2/21Name of the In-Charge: Awati V/077

Verified by (Name & Designation):

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

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	
1	UnConfined Compressive Strength		9	1	1	-	-	-	
2	Shrinkage Limit		5	1	1	-	-	-	
3	Plastic limit		2	1	1	-	-	-	


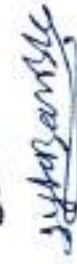

Any other observation by the Inspection Committee

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.



Signature of the In-charge

Name and Signature of Verification Members

1.  - Manoj D.
2.  - Jyoti Bavishe
3.  - Shweta Umel





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: Co-Ord

Date of Audit: 23/12/21

Name/Type of the Audit: Academic

Name & Designation of Audit/Verification Team :

1. Manoj Dongare
2. Jyoti Baviskar
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 course.	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 Pande
2. Harish Chandra Mulye
3. Ravatej Bagade

Dept. Civil

Dept. Computer

Dept. FE. (HQS)

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
<u>Not applicable</u>	—	—

IQAC

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-1 or 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	NPTTEL / 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	
↙ N/A ↗			

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

[Empty box for observations, comments, or suggestions]

Signature of the HOD
(Concerned department)

Name and Signature of the Verifying Member

1. Shreyas Parde - 
2. Harish Chandra Mungya - 
3. Revate Bagade - Revate



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 Parole

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)	II nd YEAR / III rd SEM
4	Name of the Course Coordinator	SWAPNIL BABAR
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)	<ul style="list-style-type: none">• Excellent<input checked="" type="checkbox"/> Very Good• Adequate• Not Standard
13	Availability of Course material/ Laboratory manual and its quality (Please Tick)	<ul style="list-style-type: none">• Available / Not Available• Excellent<input checked="" type="checkbox"/> 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)	<ul style="list-style-type: none"> • Excellent • Very Good <input checked="" type="checkbox"/> Adequate • Not Standard
16	Quality of COs mapping with PO and PSO	<ul style="list-style-type: none"> • Excellent • Very Good <input checked="" type="checkbox"/> Adequate • Not Standard
17	Quality of Question Papers (Mid Exams) (Please Tick)	<ul style="list-style-type: none"> • Excellent <input checked="" type="checkbox"/> Very Good • Adequate • Not Standard
18	Whether attainment of CO is justified? (Please Tick)	<ul style="list-style-type: none"> <input checked="" type="checkbox"/> Fully Justified <input checked="" type="checkbox"/> Partially Justified • Not Justified
19	Whether attainment level of COs is calculated appropriately? (Please Tick)	<ul style="list-style-type: none"> <input checked="" type="checkbox"/> Properly Calculated • Calculated but needs improvement • Not calculated
20	Target level and attainment of each COs in %	<ul style="list-style-type: none"> • 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)	<ul style="list-style-type: none"> • Excellent <input checked="" type="checkbox"/> 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 carried out by the course in-charge	Good


Observations / Comments/ Suggestions:


[Empty box for observations, comments, and suggestions]

Baljit Singh
HoD

Snapal
Course Coordinator

Name and Signature of the Auditor(s)

1. Shekhar Parde 

2. Harish Chandra Mawga 

3. Revate Bagade *Revate*

STOCK VERIFICATION REPORT

Academic Year : 2022-23

Name of the Facility/lab: M & E LAB

Date: 05/06/2023

Name of the In-charge: AK

Verified by (Name & Designation):

1. Shreyas pande
2. Hanish Chandra Maurya
3. Revatee Bagade

Dept.: Civil

Dept.: Computer

Dept.: PE

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 MILLIMETER				-2					
3	OUTSIDE MILLIMETER 00-25 mm				-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. Shekhar Pande
2. Harish Chandra Mautya
3. Ravi Tej 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 MAUVA
3. REVATCE 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.	<u>No. of PUBLICATION NEED TO INCREASE</u>	<u>TO INCREASE RESEARCH ACTIVITY & PUBLICATION</u>		
2.	<u>NEED TO INVOLVE THE STUDENTS FOR RESEARCH</u>	<u>TO INCREASE students involvement for publication</u>		
3.	<u>FUNDED PROJECT SHOULD NEED FROM BODY</u>	<u>INSTITUTE NEED TO GO FOR DST/SERB/UGC FUND</u>		
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 Ballal Dept. Mechanical
2. Shreyaspande Dept. Civil
3. Dr. Shweta Vmale 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
<u>Not Applicable</u>	<u>—</u>	<u>—</u>

IQAC

11. Copy of Regulations, Curriculum and Syllabus:

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

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	

-Pl.

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
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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	N/A ✓
3	List of training and career guidance programmes offered	YES/NO	

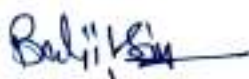


DEPARTMENT INFRASTRUCTURE			
SN	Check List	Availability	Remarks (Write your observation)
1	ICT Enabled Class Rooms (UG/PG) - LCD Projector, Screen, PC, Wi-Fi etc.,	✓ YES/NO	
2	Sufficient Class room, Faculty cabins , Conference Room	✓ YES/NO	
3	Department Library: Details of number of Titles, Volumes 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

[Empty box for observations, comments, or suggestions]

Signature of the HOD
(Concerned department)

Name and Signature of the Verifying Member

1. BALJIT SINGH 
2. Shreyas Pande 
3. 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 : 07/08/2022

Name of the Auditor : Baljit Singh

Designation : Assistant Professor

Sl.No	Audit Description	Remarks
1	Academic Year & Semester	<u>2021-22</u>
2	Course Code & Name	<u>CSE604</u>
3	Course offered for (Year/Semester)	<u>2021-22</u>
4	Name of the Course Coordinator	<u>Manish Thakur</u>
5	Name(s) of the Faculty members teaching the course.	<u>Manish Thakur</u>
6	Qualification & Specification	<u>M.E</u>
7	Designation	<u>Assistant Professor</u>
8	Experience (in Years & Months)	<u>05</u>
9	How many times the same course is handled by the faculty member	<u>02</u>
10	Availability of Lesson Plan	<u>Yes</u>
11	Availability of Course Plan	<u>Yes</u>
12	Quality of internal assessment component (Please Tick)	<ul style="list-style-type: none">• Excellent• Very Good ✓• Adequate• Not Standard
13	Availability of Course material/ Laboratory manual and its quality (Please Tick)	<ul style="list-style-type: none">• Available / Not Available• Excellent• Very Good• Adequate• Not Standard
14	Whether COs are framed appropriately for the measurable outcome?	<u>Yes / No</u>

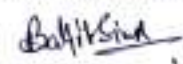


15	Quality of COs mapping with appropriate RBT level (Please Tick)	<ul style="list-style-type: none"> • Excellent • Very Good ✓ • Adequate • Not Standard
16	Quality of COs mapping with PO and PSO	<ul style="list-style-type: none"> • Excellent • Very Good ✓ • Adequate • Not Standard
17	Quality of Question Papers (Mid Exams) (Please Tick)	<ul style="list-style-type: none"> • Excellent • Very Good ✓ • Adequate • Not Standard
18	Whether attainment of CO is justified? (Please Tick)	<ul style="list-style-type: none"> • Fully Justified ✓ • Partially Justified • Not Justified
19	Whether attainment level of COs is calculated appropriately? (Please Tick)	<ul style="list-style-type: none"> • Properly Calculated ✓ • Calculated but needs improvement • Not calculated
20	Target level and attainment of each COs in %	<ul style="list-style-type: none"> • CO1: Target- 80, Att: 86 % • CO2: Target- 82, Att: 86 % • CO3: Target- 86, Att: 88 % • CO4: Target- 88, 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)	<ul style="list-style-type: none"> • 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 carried out by the course in-charge	<i>Yes</i>

Observations / Comments/ Suggestions:


HoD


Course Coordinator

Name and Signature of the Auditor(s)

1. BALOT SUNM 
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: Makeesh Thakur

Verified by (Name & Designation):

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

Dept.: Mechanical
Dept.: Civil
Dept.: FEC

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	
1	cpu	1	1	25	25	-	-	02	
2	Monitor	1	2	25	25	-	-	01	
3	Keyboard	1	4	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. BALU SINGH Bhatnagar
2. Vinayak Pande
3. Dr. Sweta Umale

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: 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	<u>Research</u>	<u>Research needs to improve</u>	<u>staff meeting regarding</u>	
2	<u>NPTEL</u>	<u>Enroll to NPTEL courses</u>	<u>issue</u>	
3	<u>publication</u>	<u>publication of staff</u>		
4	<u>internship</u>	<u>Increase Internship count</u>	<u>student meeting</u>	
5.				
6.				
7.				
8.				

HoD

PRINCIPAL



CHHATRAPATI SHIVAJI MAHARAJ INSTITUTE OF TECHNOLOGY

Affiliated to the Mumbai University, Approved By AICTE - New Dehli.

DTE Maharashtra (DTE Code : 3477)

St. Wilfred's Education Society, Near Shadung Toll Plaza, Old Mumbai-Pune Highway, Panvel - 410206.
Tel.: 0224 - 229091 / 41. Mob.: +91-92234 34581 / 92244 34581. Email : swc.mumbai@gmail.com

www.csmit.in

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 Bawiskar
Asst. Prof.
SIES GST, Nerul.*

Members of Staff Present: *Anup Maurya
Kalidas Bhawale*

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.		

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		

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			

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.		

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	-		

VI.0 Activities 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.		



	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




Signature of the Academic Audit Expert

Jyoti
Jyoti Baviskar
ASST. Prof.
SIES GST Navur.

**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

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		

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		

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	1		

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	—		

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			

VI.0 Activities of the Department	MoUs signed	Yes		
	Consultancy	In process		
	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		



	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 Localities

Challenges:

Regular Exchange of Faculty.

Best Practice (s) / Innovations of the Department:

Future Plans of the Department:

Signature of the HoD



Signature of the Academic Audit Expert

**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, BRITCEET Vangani

Members of Staff Present:

Anup Manjya
Harish Manjya

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.		

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		

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		

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		

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		

VI.0 Activities 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		

	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




8

Signature of the Academic Audit Expert

Dr. Shital Agrawal