



DR. BABASAHEB AMBEDKAR MAHAVIDYALAYA

Buddhist Religion Minority Status Awarded by Govt. of Maharashtra

Uttamnagar, Amravati. Pin – 444 606, ☎ 94217421109.

Affiliated to Sant Gadge Baba Amravati University, Amravati.

(Covered u/s 2(f) and 12(B) of UGC Act 1956)

Re-Accredited B+ by NAAC with a CGPA of 2.70

I.S.O. 9001:2015

E-mail : drbamv.amt72@gmail.com

Website – www.drbamvamt.ac.in

Founder

President

Hon. Dr. Kamaltai R. Gawai

Mrs. Kirti Rajesh Arjun

Principal :- Anjan Kumar Sahay.

Ref. No : DRBAMY/2021-22-08

Date:- 02/09/2021

Academic and Administrative Audit Policy

The college has adopted the following policy for Academic and Administration Audit-

1. The college will conduct Academic and Administration Audit once in three years.
2. There will be involvement of External Peers for the Academic and Administration Audit once in three years.
3. This policy will be initiated from the academic year 2021-22.
4. The Internal Academic and Administration Audit will be conducted every year.
5. The Report of the Internal and External Audit will be submitted to the Management.
6. The guidelines and parameters of the External Academic and Administration Audit will be based on the Affiliation Audit Format of Sant Gadge Baba Amravati University, Amravati.
7. The Internal and External Academic and Administration Audit will be conducted by the IQAC of the college.

Principal

Dr. Babasaheb Ambedkar
Mahavidyalaya, Amravati



SHRI. DADASAHEB GAWAI CHARITABLE TRUST, AMRAVATI'S

Regd. No. E-275(Amravati.)

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Hon. Dr. Kamaltai R. Gawai

Mrs. Kirti Rajesh Arjun

Principal :- Dr. Sumit Kumar

Ref. No :- DRBAMV/23-24

Date :- 05/07/2023.

In compliances to the Academic and Admiration Audit (AAA) policy of the college, the following Committee is formed for the External Academic and Admiration Audit (AAA) in the Academic Year 2023-24.

External Academic and Admiration Audit (AAA) Committee- 2023-24

Sr. No.	Name of Peer Team Member	Designation
1	Dr. Kiran A. Dongre,	Coordinator, IQAC, Prof. Ram Meghe College of Engineering & Management, Amravati.
2	Dr. Smita Thakare	Coordinator, IQAC, Smt. Vimalabai Deshmukh, Mahavidyalaya, Amravati
3	Dr. Gautam Satdive	Coordinator, IQAC, Prof. Rajabhau Deshmukh Mahavidyalaya, Nandgaon Kh., Dist- Amravati.



Sumit
Principal
Dr. Babasaheb Ambedkar
Mahavidyalaya, Amravati

Shri.Dadasaheb.Gawai Charitable Trust, Amravati's

**DR.BABASAHEB AMBEDKAR
MHAVIDYALAYA,**

UTTAM NAGAR 444606,

Amravati

Academic & Administrative Audit Report

Academic Year

2021-2022

To

2023-2024

EVALUATION SHEET

Academic Session – 2023

2021 to 2022
2022 to 2023
to 2024

Date(s) of Audit/Inspection 1) 29/04/2024 2) 3)

1) Name of the H.E.I. :- DR. BABASAHEB AMBEDKAR MAHAVIDYALAYA AMRAVATI.

2) College/ H.E.I. Code given by University :- SANT GADAGE BABA AMRAVATI UNIVERSITY

3) Year of Establishment of College/H.E.I.:- 1972

S.N.	Parameter	Points	Self Evaluation points	Expert Committee Evaluation Points
I	Part-I General Information	Maximum- 10, Minimum expected 02		
1.	Sanctions/Approvals/Affiliation/Accreditation			
	a) University Permanent Affiliation.	Yes – 01, No - 0	00	00
	b) Whether recognized by UGC under 2f and 12B	Yes – 01, No -0	01	01
	Whether Registered under AISHE	Yes -01, No-0	01	01

c) Accreditation Status : NAAC/NBA/Any other		Max. Points -04			
		For NAAC / Any other	For NBA / Any other	03	03
		Above A - 04 B to A - 03	For 75% and above programs - 04		
		Below B - 02 AAQ or LOI Submitted - 01	For 50% - 74% program - 03		
		Otherwise - 00	Upto 49% course - 02 AAQ or LOI Submitted - 01 Otherwise - 00		
2.	University approved Principal	Total Points - 03			
		i). Regular - 03 ii). Additional Charge - 02 iii). Otherwise - 00		02	02
II	Part II - Statutory / University Compliances Maximum 10 Minimum expected 07				
1.	Formation of Various Committee	02			
	a) .Is college development committee formed as per provisions of the clause 97 of Maharashtra Public University act 2016?	If all committees are formed then 02 Else - 0		02	02
	b) Is college council formed ?			02	01
	c) Is Students' council formed ?			02	02
	d) Is anti ragging committee as per direction of competent authority formed?			02	02
	e) Is grievance redressal Cell formed?			02	02
	f) Is the Internal Complaint Committee as per section 4 of sexual harassment of women at work place (Prevention, Prohibition and Redressal) act, 2013 formed?			02	02
2.	Roaster & Service books	Total - 02		02	

	a). Is the roaster for recruitment of teachers and other academic and non teaching staff updated and approved by competent authority?	01	01	01
	b) Availability of Service book	01	01	01
3.	Financial Compliances a) Reserve & Building fund b) Submission of accounts for exam. Advance c) Submission of accounts for NSS & other activities d) Separate Accounts for a) Salary Transactions b) Non Salary transactions	02	02	02
4.	Publications a) Is college prospectus/admission brochure published during audit/inspection period? b) Is college Annual magazine published and participated in University competition? c) Is college annual report submitted to University?	01	01	01
5.	Teachers and non teaching staffs' contribution / participation in university Academic / Administrative / examination / cultural / sports etc. a) Participation in Authorities / Bodies / Committees / BOS/ any other b) Participation in University examination and valuation work c) Participation in organization of cultural activities d) Participation in organization of Sports	01	01	01
6.	Mandatory displays a). Courses with approved intake in each course. b). Executive committee of trust/society c). College Development Committee d). Students' Council e). Anti ragging committee f). Committee for SC/ST g). Internal Complaint Committee for prevention, Prohibition and redressal of Sexual Harassment of women at work place h). Grievance redressal committee /Cell/(OMBUDSMAN) i). University song j). Constitution preamble	01 (If all displayed)	01	01

	k). List of scholarships and welfare schemes l). RTI act information officer and grievance m). Important websites			
7.	Equity Initiatives a). Are there equal opportunity cells in the college? b). Are there any facilities for physically challenged persons? (Ramp, Washrooms etc.) c). Are there any schemes for special needs of tribal and disadvantaged groups d). Are there any schemes for special needs of transgender? e) Potable Drinking facility f) Sanitary Napkin Vending Machine, & disposal g) First Aid h) Sick room i) Security Measures CCTV	01	01	01
III	Part III – (I) Infrastructure & Resources Maximum - 35 Minimum expected- 21			
	Physical Assets (Maximum – 15, Minimum expected - 09)			
1.	Land	02	02	02
2.	Built-up Area a) Instructional b) Administrative c) Amenities d) Circulation Area e) Sports / Games - Facilities f) Library g) Hostel (Boys/Girls)	02 01 01 01 01 01 01	02 01 01 01 01 01 00	02 01 01 01 01 01 00
3	Furniture fixture and office equipments			
	a) Telephone, mobile and cell phones	01	01	01
	b) Fax machine	01	01	01
	c) Photocopier	01	01	01
	d) Office computer, printers	01	01	01
	e) Office furniture, coolers, A.C.	01	01	01
	(2) Academic Assets - Maximum 20 Minimum expected 12			
1.	Teaching Staff --- (Regular/CHB/adhoc/visiting)	More than 50% of required no. --- 6 Otherwise --- 0	06	06
2.	Supporting Staff --- (As per G.R. No.SS/UC/Anu-3/99/3853-dt 24-9-98) or norms of statutory bodies	More than 50% of requirement --- 5 Otherwise 0	05	05

3.	University approved Librarian	01	01	01
	University approved Director of Sports	01	01	01
	Any other H.E.I. Management level arrangement made for Library, Laboratory, Sport, Office, etc. to support academic activities for above.	02	02	02
	Books ---per subject of program/course	Student : Volume (1) 10:1 --3 (2) 15:1 - 2 (3) 20:1 - 1 (4) Otherwise 0 marks	03	03
4.	ICT Facilities (Min. 5 computer + Internet+1 LCD Projector).	02 Otherwise - 0	02	02

IV	Part IV – Program / Course Curriculum and teaching learning process (UG Maximum – 60, Minimum –expected 14)and UG + PG maximum 65, Minimum expected 16									
I	Average % of overall Students enrollment of college for Academic Audit / Inspection Period						Maximum – 05UG Max. 5+5 = 10 UG+PG			
	Year	UG			PG			UG	PG	UG 03 PG 02
		Sancio ned Intake	Total Admi ssion	% Admis sion	Sancio ned Intake	Total Admis sion	% Admissi on	80% & above 79 to 40 39 to20% Below – 19%	05 03 02 00	05 03 02 00
	AY									
	AY-1									
	AY-2 (2022- 2023)	1180	458	38.81%	480	130	27.08			

2.	Adherence and compliance of University-College Academic Calendar and University Teaching scheme	100% adherence - 05 80 to 99% - 03 Below 79% - 00	05	05
3.	Attendance of Faculty during instructional days In Classrooms/laboratories (Teaching-learning process)	Average attendance 75% and above - 04, 60% to 74% - 03 Below 73% - 00	04	04
4.	Teaching Methodology adopted and Innovative Teaching technique used	Maximum - 08		
	a) Conventional Lecturing e.g. Chalk - Duster - Board	02	02	02
	b) Power Point Presentations on LCD Projector	01	01	01
	c) Virtual Class Rooms, NPTEL videos, other e-resources, virtual laboratories	01	01	01
	d) Use of participatory innovative teaching-learning methodologies updating of subject contents /courses, mentoring, Flipped Learning, Use of ICT etc	01	01	01
	e) Preparation of fresh reading material, Laboratory manual, any other Preparation of resource material	01	01	01
	f) Development of e-learning delivery process / material	01	01	01
	g) Facility for MOOC like NPTEL, SWAYAM & Learning Management System	01	01	01
5.	Skill based Courses/ Entrepreneurship programs	Maximum 04		
	i) Skill based courses and students enrollment	02	02	02
	ii) Entrepreneurship programs and students enrollment	02	02	02
6.	Self Learning initiative	Maximum 04		
	i) Facilities like Webinars, Podcast, Virtual Classroom, Virtual laboratory, Virtual study centre, etc.	02	02	02
	ii) MOOC courses offered for students and students enrollment	02	02	02

7.	Students support, Feedback and survey	Maximum 03		
	1. Registered Alumni association	01	01	01
	2. Students Feedback / Survey	01	01	01
	3. Any parameter available to indicate student-teacher preparedness to become in-service teacher or placement employable ready	01	01	01
8.	Student Related Extra curricular, Extension, Field based, outreach development Activities etc.	Maximum - 17		
	i) Students Club/groups setup for practice/promotion of local, liberal, fine and performing arts (example for Youth festival, Indradhanush etc.)	01	01	01
	ii) NSS Unit	02	02	02
	iii) NCC unit	02	01	01
	iv) Students participation in Inter-collegiate competitions	01	01	01
	v) Students participation in Inter-University competitions	01		
	vi) Students participation in National games/sport competitions	01	01	01
	vii) Students participation in Asian games/sport competition	02	01	01
	viii) Students participation in other International sport/games competition	02	02	02
	ix) Students participation in Inter-collegiate cultural competition	01	01	01
	x) Students participation in Inter-University cultural competition	01	00	00
	xi) Students participation in National cultural competition	02	00	00
	xii) Students participation in any other cultural competition	01	01	01
9.	Library Working	05	05	05
10.	Health, fitness and Sports Facilities utilization	05	05	05
V	Part V –(A) Learning Outcomes	Maximum 25 for UG, and 15 for PG. Minimum 05 for UG, PG		
	Students Performance in University Examination (Overall result of college as	Maximum – 10 for (UG) and 05 for PG		

		Below 5 to 9% of university average – 02 Below 10% of university average – 00	-	-														
3.	Faculty Qualification Improvement or skills acquired during audit / inspection period a) Post Ph. D. b) Ph. D., M. Phil. c) Any skills certification d) Any other For UG and PG each	<table><tr><th>% Teachers</th><th>Points</th></tr><tr><td>80% and above</td><td>05</td></tr><tr><td>60 to 79 %</td><td>04</td></tr><tr><td>40 to 59 %</td><td>03</td></tr><tr><td>20 to 39 %</td><td>02</td></tr><tr><td>10 to 19 %</td><td>01</td></tr><tr><td>Below 10%</td><td>00</td></tr></table>	% Teachers	Points	80% and above	05	60 to 79 %	04	40 to 59 %	03	20 to 39 %	02	10 to 19 %	01	Below 10%	00	03	03
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20 to 39 %	02																	
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Below 10%	00																	
Desirable Parameters Maximum - 55 																		

	c) S.T.T.P. d) Orientation/Refresher programs e) Any other F.D.P.	02 02 02	02 02	02 02
7.	Research Projects:	Maximum 05 Minimum Not essential	00	00
	Sponsored /funded/seed money supported Projects : Cumulative during audit / Inspection period Amount > 20 lakh Amount >= 12 lakh but <=20 lakh Amount >= 4 lakh and <= 12 lakh Amount < 4 lakh	05 04 02 01	00 00 00 00	00 00 00 00
8.	Research a) Research Center b) Research Scholars enrollment	Maximum 10, Minimum Not essential 3 per subject Maximum 06 Total enrollment Points 60% & above 04 40 to 59 % 02 20 to 39% 01 Below 19% 00	10 04	10 04
9.	Fellowships, awards and Invited Lectures in conference /seminar etc.	Maximum 05, Minimum Not essential		
	Fellowships / Awards from Academic bodies	02	00	00
	International/ National / State / University level award/recognition/any other	03	00	00

Audit/ Inspection Report Format

Part	Parameter	Comments/ Remarks
I	General Information	The College is making good progress in Academics.
II	Statutory / University compliances	The college complies all the requirements of the affiliated university.

III	Infrastructure and resources	
	a) Physical Assets	The college has a good physical assets and infrastructure.
	b) Academic Assets	The college has good academic assets. The teachers are well qualified.
IV	Program / course curriculum and teaching-learning process	The teachers conduct regular classes and complete syllabus within the time.
V(A)	Learning Outcomes	The learning outcomes are measured in the form of P.S. and C.O.S.
V(B)	Quality Improvement Outcomes	
	a) Essential parameters	The students of the college are getting quality education on the basis
	b) Desirable parameters	The college should start new programmes.

VI) Additional Information for TEI and Professional H.E.I.

Compliance of Norms and Standards of statutory regulatory body (like AICTE, COA, Pharmacy council etc.) as per deficiency report or extension of Approval conditions

The Report Signed by—

1) Dr. Kiran Dongre — 

2) Dr. Smriti Thakare — 

3) Dr. Gautam Satdive — 


Co-ordinator
I.Q.A.C.

Dr. Babasaheb Ambedkar
Mahavidyalaya, Amravati




Principal
Dr. Babasaheb Ambedkar
Mahavidyalaya, Amravati



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President

Mrs. Kirti Rajesh Arjun

Principal :- Dr. Kamalakar Payas

Ref. No : DRBAMV/2023-24/137
Date:- 30/04/2024

Action Taken Report on Academic and Administration Audit

As per the Academic and Administrative Audit (AAA) Policy the External Academic and Administrative Audit (AAA) Committee visits once in three years to the college. The committee visited the college on 24/04/2024 at 11 a.m. The committee was included of the following members-

External Academic and Administration Audit (AAA) Committee- 2023-24

Sr. No.	Name of Peer Team Member	Designation
1	Dr. Kiran A. Dongre,	Coordinator, IQAC, Prof. Ram Meghe College of Engineering & Management, Amravati.
2	Dr. Smita Thakare	Coordinator, IQAC, Smt. Vimalabai Deshmukh, Mahavidyalaya, Amravati
3	Dr. Gautam Satdive	Coordinator, IQAC, Prof. Rajabhau Deshmukh Mahavidyalaya, Nandgaon Kh., Dist- Amravati.

The committee checked Academic and Administration Record of the last three years (2021-22 to 2023-24). The following Suggestions/Recommendation were given by the committee-

1. The teachers should publish Research Papers in the UGC CARE list Journal.
2. The teachers should apply for the MRP.
3. The office record should be well maintained.
4. The college should apply for the new Skill Development Courses.
5. The College should apply for the next NAAC Cycle in the next academic year.

The Action Taken Report

1. For the first suggestion, the teachers are informed to publish the Research Article in the UGC-CARE list.
2. For the second suggestion, the teachers are informed to submit proposals for the MRP.
3. For the third suggestion, the non-teaching staff informed to maintain the record properly.
4. For the fourth suggestion, the management is informed about this suggestion.
5. For the fifth suggestion, in the CDC Meeting the resolution was made that the college will apply for the next assessment cycle of the NAAC in 2024-25.




Principal
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