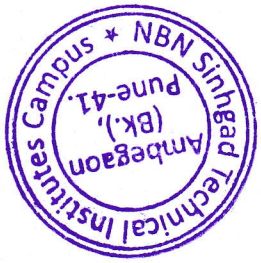
ACADEMIC AND ADMINISTRATIVE AUDIT REPORT

ACADEMIC YEAR 2021-22

Index

b	Particular	Page No.
A	**Basic Information**	2
1.	Information about The parent Society	2
2.	Institute Information	2
3.	Director Information	3
4.	Academics at Glance	3
5.	General Administrative Section	3
B	**Academic and Administrative Audit**	4
1.	Curricular Aspects	4
2.	Teaching- Learning and Evaluation	4
3.	Research, Innovations, and Extension	5
4.	Infrastructure and Learning Resources	5
5.	Student Support and Progression	6
6.	Governance, Leadership, And Management	6
7.	Institutional Values And Best Practices	7
C	Compliance with Previous Academic and Administrative Audit	8
D	Comments and Observations as SWOC Analysis	8
E	Recommendations	9

A.		Basic Information	
1.	Information about the Parent Society		
	a.	Name of the Parent Society	Sinhgad Technical Education Society
	b.	Address	44/1, Vadgaon Budruk, Off Sinhgad Road, Pune-41
	c.	Registration details	a. Maharashtra 7199-93
			b. Pune dtd – 06 -07-1993
2.	Institute Information		
	a.	Name of the Institute	NBN Sinbgad Technical Institutes Campus
	b.	Address	10/1, Off Sinhgad Road, Pune 411041
	c.	Does the Institute function from its own campus?	Yes
	d.	Date and Year of Establishment	2011
	e.	Type of the Institute	Self- financed
	f.	Affiliated to	SPPU, Pune
	g.	Status of Affiliation	Permanent
	h.	AICTE Permanent ID	1-461491971
	i.	DTE Code	6772
	j.	Official Website	http:\\ nbnstic.sinhgad.edu
	k.	Official E-Mail ID	principal.nbnssoe@sinhgad.edu
	l.	Phone No. With STD Code	020-24355042
	m.	Mobile Number	9822917009



3.	Director Information	
a.	Name of the Director	Dr. Shivprasad P Patil
b.	Approval Status	Permanent
c.	Approval Number and Date	CC0/801 dtd. 04-03-2022
d.	Qualification	Ph. D.
e.	Mobile Number	9822917009
f.	E-mail	principal.nbnssoe@sinhgad.edu

4.	Academics at Glance	
1.	Level	UG & PG
2.	Program	Bachelor Degree and Master Program
3.	Duration	4 Yrs and 2 yrs
4.	Intake Capacity	450 and 120
5.	Actual Enrollment	2168
6.	Number of Divisions	8
7.	Year of First Batch	2011-12
8.	Total No of Required Faculty	102
9.	Total no of available faculty	78
10.	Total Number of Full-Time Faculty with Ph.D.	15

5. General Administration Section

a. Accreditation

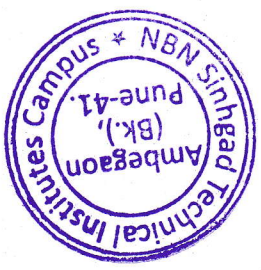
Sr. No	Accreditation Body	Cycle	Grade	Validity
1.	NAAC	1st Cycle	B++	29/10/2022

b. Ranking in B-School Survey

Sr. No	Ranking Body	Rank	Source	Validity
1.	Participation in AISHE	Yes		
2.	Participation in NIRF	Yes		
3.	Knowledge Review Magzine		Yes	One year
4.	Chronicle Magzine B-School Survey		No	---

Sinhgad Technical Institutes Campus * NBN Sinhgad Ambegaon (Bk.), Pune-41

B.	Academic and Administrative Audit			
	1	**Curricular Aspects**		
	S. No	**Parameter**	**Yes/No**	**Details**
	1.	The Insitute Prepares Academic Calendar.	Yes	As per the guidelines from Affiliated University
	2.	Does the Institute offer a Choice Based Credit System (CBCS)?	Yes	From 2015-16
	3.	Add-on Programs, Value-added Certifications	Yes	1409
	4.	Field Projects/ Internships.	Yes	386
	5.	Feedback System	Yes	Feedback Collected from Students, Teachers, Employers, Alumni, and Parents.
	2	**Teaching- Learning and Evaluation**		
	1.	Student Admissions	Engineering	333
			MBA	137
			Total	**470**
	2.	No. of Teachers	78	
	3.	Teacher-Student Ratio	1: 27	
	4.	ICT tools for Teaching-Learning	Yes	Microsoft Teams,Google Meet
	5.	Mentoring System	Yes	Mentor-Mentee Ratio 1:20
	6.	Awards and Recognitions received by Faculty members	Yes	02
	7.	Continuous Internal Evaluation (CIE)	Yes	As per University Guidelines
	8.	Program Outcomes and Course Outcomes	Yes	CO-PO mapping is done
	9.	Academic Results	91 %	
	10.	StudentSatisfaction Survey/AQAR	NO	-



3	Research, Innovations, and Extension		
S. No	**Parameter**	**Yes/No**	**Details**
1.	Sponsored Research Projects	Yes	03
2.	Seminars/ Workshops etc.	Yes	17
3.	Awards and Recognitions for Innovation	Yes	2.025Lacs
4.	Incubation Center	Yes	Startup and Innovation Cell
5.	The incentives to the teacher who received awards and recognitions	Yes	Promotion &Financial support faculty count is 03.
6.	Ph.D. Research Center	No	Guides: 04
7.	Research Papers	Yes	05
8.	Books	Yes	145
9.	Extension Activities	Yes	06
10.	MoUs	Yes	08

4	Infrastructure and Learning Resources		
S. No	**Parameter**	**Yes/No**	**Details**
1.	Budget Allocation and Utilization for Infrastructure	Yes	Allocation: 2.24Lacs Utilization: 0.53Lacs
2.	Automation of Library	Yes	KOHA
3.	Newly added Library Resources	Yes	Books: No e-Books: No Journals: No e-Journals: 5000*
4.	E-contains Development Facility	No	---
5.	Computer Upgradation	Yes	RAM Upgradation is done
6.	Internet bandwidth	Yes	100Mbps
7.	Infrastructure Maintenance	Yes	Maintained as per the Policy

NBN Sinhgad Technical Institutes Campus ★ Ambegaon (Bk.), Pune-41.

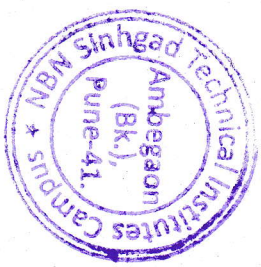
5.	Student Support and Progression			
S. No	Parameter	Yes/No	Details	
1.	Scholarships	Yes	By Government	1680
			By Institution	No
2.	Capability Enhancement	Yes	Soft skills, Remedial Coaching, Langage lab., Bridge Courses, yoga and Meditation, Personal Counseling, and Mentoring.	
3.	Guidance for Competitive Examination	Yes	Programs	01
			Attendees	150
4.	Career Counseling	Yes	Programs	06
			Attendees	1495
5.	Student Placement	Yes	69.37%	
6.	Progression to Higher Education	Yes	22	
7.	Sports and Cultural Activities Organized	Yes	02	
8.	Awards received in Sports and Cultural Activities	Yes	06	
9.	Student Council	Yes	Active	
10.	Alumni Association	Yes	Registered and Active MH/1123/2017/Pune Reg.Date:-10/08/2017	

6.	Governance, Leadership, And Management			
S. No	Parameter	Yes/No	Details	
1.	Vision and Mission	Yes	Clearly stated and Disseminated	
2.	Organizational Structure	Yes	Well-defined and followed	
3.	Leadership Style	Yes	Decentralized and participative	
4.	Mandatory Committees	Yes	Meetings conducted Regularly	
5.	Management Information System (MIS)	Yes	Through ERP	
6.	Quality Improvement Strategies	Yes	Quality improvements with respect to various aspects are observed	
7.	E-Governance	Yes	Paywhiz software, Mobile Android Application-Student Fee Tally, KOHA- Library, MSTeams – academics and PayPack – ERP software	
8.	Financial Support to teachers for attending quality improvement programs and professional Body Memberships	No	0	
			Memberships	-
			Amount	-
9.	Professional Development Program Organized	Yes	No. of Program for Teachers	04
			No. of Program for staff	
10.	Attending Professional Development Programs	Yes	No. of Programs Attended	149
			No. of Teachers	
11.	Welfare Schemes for Teaching and Non-Teaching	Yes	For Teachers	12
			For Staff	
12.	Financial Audit	Yes	Internal and External Audit conducted	
13.	Funds and Grants received from other sources	Yes	10,40,184 / -	
14.	Corpus Funds Generated	No	---	
15.	Academic and Administrative Audit	Yes	Internal and External Audit conducted regularly	
16.	Participation of Parents in Institutional Development	Yes	No. of Activities:	01
17.	Quality Initiatives	Yes	Good Quality Initiatives for Overall Development	

07.	Institutional Values And Best Practices		
S. No	Parameter	Yes/No	Details
1.	Gender Equity Promotion Programs	Yes	03
2.	Alternet Energy Initiative	Yes	Solar Thermal Water Heating System
3.	Facilities for Differently abled students	Yes	Adequatefacilities are available
4.	Initiatives to address locational advantages	Yes	Pollution Free environment
5.	Initiatives for contribution to local communities	Yes	Transport Bus facilities to staff and students.
6.	Code of Conduct	Yes	Code of Conduct Handbook
7.	Activities for the promotion of universal values and ethics	Yes	23
8.	Initiatives for an eco-friendly campus	Yes	e-Vehicle Avoid of Plastic Bag

C	Compliance with Previous Academic and Administrative Audit

1. Institute has taken initiatives to support financially to attend Faculty Development Program, Conferences and publication.
2. Initiation has been taken to organize seminars for GATE GRE TOEFIL and other competitive exams as well as extending consultancy services for qualifying education in India / Abroad. Total program count is 19. Further, Overseas Cell is formed for providing guidance to admission for higher studies.
3. Separate Hostel facility are made available for boys and girls near to NBNSTIC campus.
4. Initiation has been taken to monitor food Quality on regular process.
5. Feedback mechanism from stakeholders is designed and implemented.
6. Efforts has been taken to establish good canteen facilities at reasonable rate near to NBNSTIC.
7. Efforts has been taken to provide seed grant to deserving young faculty members to carry out research.



D	Comments and Observations as SWOC analysis

Strengths	Weaknesses
1. A visionary, Strong, and supportive management with a social outlook.	1. Less sponsored research projects.
2. Strategic Location in the heart of the city.	2. Less participation of students in national/international level activities and competitions.
3. State-of-art physical infrastructure and eco-friendly campus.	3. Industry – Institute relation needs to be strengthened.
4. Qualified, competent, and experienced faculty and staff members.	
5. Quality initiatives for the development of holistic personality and employability of students.	
Opportunities	**Challenges**
1. Opportunity for Faculty and student exchange program with reputed educational institutions.	1. Growing trend toward Distance Education and E-learning.
2. Opportunity for MDPs, Research, and Consultancy activities for Industries.	2. Adopting to online mode of teaching-learning amid the Covid-19 pandemic.

E	Recommendations

Sr. No.	Recommendations
1.	More experience faculty members with doctorate degree need to be appointed.
2.	MOUs with MNCs and reputed industries to improve the placements.
3.	Internship programmes for students and faculty need to be enhanced.
4.	Faculty members may attempt major research funds from external and Govt. agencies
5.	Measures to be taken for sanctions under 2(f), 12(B) sections of UGC .

- e-journals **subscribed through Delnet Database by sister institute (SCOE) accessible to NBNSTIC students/Staff resource sharing facility.**

Audit Team:	
Dr. V. V. Dixit Director/Principal RMD Sinhgad Schoolof Engineering, Pune	**Dr. Daniel Penkar** Director Sinhgad Institute of Management, Pune
In the Presence of:	
Dr. Makarand Jadhav IQAC Coordinator	**Dr. Shivprasad P. Patil** Principal/Director NBN Sinhgad Technical Institutes Campus, Pune

Date of Audit	June 11, 2022	**Place of Audit**	**NBNSTIC, Pune**