

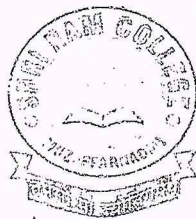
**1. Academic Administrative Audit
(AAA)**

2. Maintenance Policy

Academic Administrative Audit

(AAA)

ACADEMIC AND ADMINISTRATIVE AUDIT (AAA) REPORT 2022-23



SHRI RAM COLLEGE MUZAFFARNAGAR

Affiliated to Maa Shakumbhari University, Sharanpur

Accredited by NAAC with A++ Grade



Date: 12.12.2022

To,

Dr. Perna Mittal

Principal,

Shri Ram College

Muzaffarnagar

Dear Madam,

I am writing to seek your permission to conduct the academic audit for the session 2022-23 at Shri Ram College. The purpose of this audit is to assess and evaluate the academic processes, teaching-learning methodologies, faculty performance, and other related aspects to ensure quality education and compliance with institutional objectives.

The audit will involve the evaluation of curriculum delivery, student outcomes, assessment strategies, and faculty contributions. We aim to provide constructive feedback to support continuous academic improvement.


For this Academic Administrative Audit, Following names are suggested for External Auditors.

1. Dr. Mohd. Arif (Convenor, AAA Committee)
2. Dr. Poonam Sharma (Co-convenor, AAA Committee)
3. Dr. Ravindra Pratap (Member, AAA Committee)
4. Dr. Sonali Jain (Member, AAA Committee)

I kindly request your approval to proceed with scheduling and conducting the audit at a convenient time.

Thank you for your consideration and support.

Yours sincerely,


12/12/2022
Dr. Vinit Kumar Sharma
Coordinator IQAC,
Shri Ram College, Muzaffarnagar



Date-15-12-22

To,

Dr. Vinit Kumar Sharma

Coordinator, IQAC

Shri Ram College, Muzaffarnagar

Subject: Permission to Conduct Academic Administrative Audit (AAA).

Dear Sir,

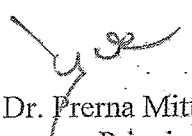
I am writing to formally grant you permission to conduct the academic audit for all the departments at Shri Ram College for the year 2022-23. I also granted the names of External Auditors proposed by you for this audit. During this Academic Administrative audit Dr, Vikas Kumar, Assistant Professor Bioscience Department Will be deputed as Covenor of Internal Academic Administrative Audit.

Please ensure that all evaluations, data collection, and assessments are carried out in alignment with institutional policies. The faculty and administrative staff have been informed and will provide their full support during the audit process.

I look forward to receiving your insights and recommendations to help us continuously improve our academic standards.

Thank you for your dedication and expertise.

Warm regards,


Dr. Perna Mittal
Principal,

Shri Ram College, Muzaffarnagar



SHRI RAM COLLEGE

MUZAFFARNAGAR, (UP)

Date: 20.12.2022

To,

Dr. Mohd. Arif

Govt. (PG) College

Deoband, (Saharanpur)


Dear Sir,

As you aware that Shri Ram College conducts an Academic Administrative Audit (AAA) done by Internal and External Committees. For this purpose, we are in the process of constituting an External Academic Administrative Committee. We request you to accept our invitation to be a Convenor of External Academic Administrative Audit Committee as per our telephonic conversation and your consent.

You are requested to kindly conduct an External Academic Administrative Audit for the session 2022-2023 at the earliest as per your convenience.

We will be highly obliged to you.

Thanking you for your time and consideration.


(Dr. Prerna Mittal)
Principal

Copy to:

1. PS to Chairman for his kind information
2. Coordinator, IQAC


(Dr. Prerna Mittal)
Principal



Acceptance Letter

Date-24.12.22

To,

Dr. Prerna Mittal

Principal,

Shri Ram College, Muzaffarnagar

Subject: Acceptance of Engagement for Audit Services.

Dear Madam,

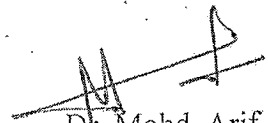
I am pleased to acknowledge the receipt of your request to conduct an academic audit for Shri Ram College, Muzaffarnagar for the Academic year 2022-23. I confirm my acceptance of this engagement and appreciate the opportunity to serve as Convenor of your External Academic Administrative Audit Committee.

Our audit will focus on assessing the quality and effectiveness of teaching, learning, assessment methodologies, curriculum design, faculty development programs, and student support services.

I look forward to working with your team and will ensure minimal disruption to your daily operations. Please make available all relevant records and documentation to facilitate a smooth audit process.

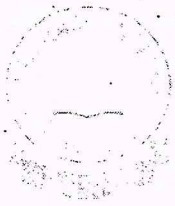
Thank you for entrusting me with this important responsibility. Should you have any questions or require further clarification, please feel free to contact me.

Yours sincerely,



Dr. Mohd. Arif
Govt. P.G College
Deoband, Saharanpur





SHRI RAM COLLEGE

MUZAFFARNAGAR, (UP)

Date: 20.12.2022

To,

Dr. Poonam Sharma

Jain Kanya (PG) College

Muzaffarnagar


Dear Madam,

I would like to bring to your notice that Shri Ram College conducts an Academic Administrative Audit (AAA) done by Internal and External Committees. For this purpose, we are in the process of constituting an External Academic Administrative Committee. We request you to accept our invitation to be a Co-convenor of External Academic Administrative Audit Committee as per our telephonic conversation and your consent.

You are requested to kindly conduct an External Academic Administrative Audit for the session 2022-2023 at the earliest as per your convenience.


We will be highly obliged to you.

Thanking You for your time and consideration.


(Dr. Prerna Mittal)
Principal

Copy to:

1. PS to Chairman for his kind information
2. Coordinator, IQAC


(Dr. Prerna Mittal)
Principal



Acceptance Letter

Date-26.12.22

To,

Dr. Purna Mittal

Principal,

Shri Ram College, Muzaffarnagar

Subject: Acceptance of Engagement for Audit Services.

Dear Madam,

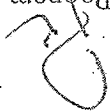
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Thank you for entrusting me with this important responsibility. Should you have any questions or require further clarification, please feel free to contact me.

Yours sincerely,



Dr. Poonam Sharma
Jain Kanya P.G College
Muzaffarnagar





SHRI RAM COLLEGE

MUZAFFARNAGAR, (UP)

Date: 21.12.2022

To,

Dr. Ravindra Pratap
Director,
CHS, College of Law
Khurja

Dear Sir,

As you are aware that Shri Ram College conducts an Academic Administrative Audit (AAA) done by Internal and External Committees. For this purpose, we are in the process of constituting an External Academic Administrative Committee. We request you to accept our invitation to be a Member of External Academic Administrative Audit Committee as per our telephonic conversation and your consent.


You are requested to kindly conduct an External Academic Administrative Audit for the session 2022-2023 at the earliest as per your convenience.


We will be highly obliged to you.

Thanking You.

Copy to:

1. PS to Chairman for his kind information
2. Coordinator, IQAC


(Dr. Prerna Mittal)
Principal


(Dr. Prerna Mittal)
Principal



Acceptance Letter

Date-27.12.22

To,

Dr. Prerna Mittal

Principal,

Shri Ram College, Muzaffarnagar

Subject: Acceptance of Engagement for Audit Services.

Dear Madam,

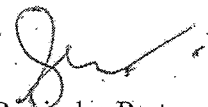
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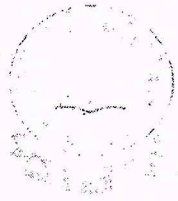
Thank you for entrusting me with this important responsibility. Should you have any questions or require further clarification, please feel free to contact me.

Yours sincerely,



Dr. Ravindra Pratap
Director,
CHS, College of Law, Kurja





SHRI RAM COLLEGE

MUZAFFARNAGAR, (UP)

Date: 21.12.2022

To,

Ms. Sonali Jain

Genpact

Gurugram

Dear Madam,

As you aware that Shri Ram College conducts an Academic Administrative Audit (AAA) done by Internal and External Committees. For this purpose, we are in the process of constituting an External Academic Administrative Committee. We request you to accept our invitation to be a Member of External Academic Administrative Audit Committee as per our telephonic conversation and your consent.


You are requested to kindly conduct an External Academic Administrative Audit for the session 2022-23 at the earliest as per your convenience.

We will be highly obliged to you.

Thanking You

Copy to:

1. PS to Chairman for his kind information
2. Coordinator, IQAC


(Dr. Purna Mittal)
Principal


(Dr. Purna Mittal)
Principal



Acceptance Letter

Date-26.12.22

To,

Dr. Prerna Mittal

Principal,

Shri Ram College, Muzaffarnagar

Subject: Acceptance of Engagement for Audit Services.

Dear Madam,

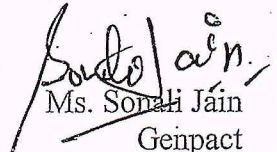
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Our audit will focus on assessing the quality and effectiveness of teaching, learning, assessment methodologies, curriculum design, faculty development programs, and student support services.

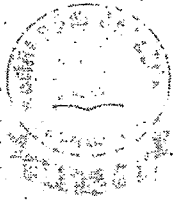
I look forward to working with your team and will ensure minimal disruption to your daily operations. Please make available all relevant records and documentation to facilitate a smooth audit process.

Thank you for entrusting me with this important responsibility. Should you have any questions or require further clarification, please feel free to contact me.

Yours sincerely,


Ms. Sonali Jain
Genpact
Gurugram





SHRI RAM COLLEGE

MUZAFFARNAGAR, (UP)

Date: 12.01.2023

Notice

Internal Committee for Academic and Administrative Audit is being constituted as follows for the academic session 2022-2023:

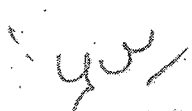
Sr. No	Name	Designation	Department
1	Dr. Vikas Tyagi	Convenor	Biosciences
2	Mr. Pankaj Kaushik	Co-Convenor	Business Administration
3	Dr. Saurabh Mittal	Member	Business Administration
4	Mr. Praveen Kumar	Member	Computer Application
5	Mr. Subodh Kumar	Member	Bioscience

The above Committee Members are required to conduct an Academic Administrative Audit and submit reports after completing their works.


(Dr. Prerna Mittal)
Principal

Copy to:

1. PS to Chairman for his kind information
2. HoDs, All Concern Department
3. Coordinator IQAC, Shri Ram College


(Dr. Prerna Mittal)
Principal



ACADEMIC ADMINISTRATIVE AUDIT REPORT

YEAR: 2022-2023

A. Objective & Methodology

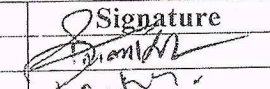
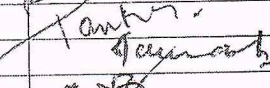
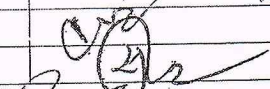
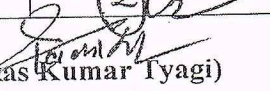
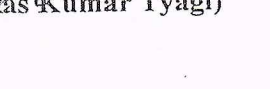
Date: - 27/06/2023

Objective	Methodology
<ol style="list-style-type: none">1. To Know the existing system and assess the strengths and weaknesses of the Departments and Administrative Units.2. To identify the bottlenecks in the existing academic and administrative mechanisms and to identify the opportunities for academic reforms, administrative reforms and examination reforms etc.3. To evaluate the optimum utilization of available resources.4. To suggest the methods for continuous improvement of quality keeping in mind criteria and reports by NAAC and other bodies.	A Committee formed by the principal design a format to obtain the information from the Department and verify them in the Departments. Then it is completed and informed to the authorities through a report

B. Department Visited: -

S.N.	Name of Department	Name of HODs
1	Bioscience	Dr. Vipin Kumar Saini
2	Commerce	Dr. Saurabh Mittal
3	Business Administration	Dr. Vivek Tyagi
4	Computer Application	Dr. Nishant Rathi
5	Journalism & Mass Communication	Dr. Ravi Kumar Gautam
6	Fine Art	Dr. Roupal Malik
7	Physical Education including B.Voc	Dr. Pramod Kumar
8	Teacher Education	Dr. Prerna Mittal
9	Basic Science	Dr. Pooja Tomar
10	Agriculture Science	Dr. Nayeem
11	Home Science	Dr. Shweta Rathi
12	Libraries	Mr. Anit Choudhary
13	Computer Labs	Mr. Deepak Tyagi
14	Office	Mr. Nand Kishor

C. Committee: -

S.N.	Name	Designation	Signature
1	Dr. Vikas Kumar Tyagi	Convenor	
2	Mr. Pankaj Kaushik	Co- Convenor	
3	Dr. Saurabh Mittal	Member	
4	Mr. Praveen Kumar	Member	
5	Mr. Subodh Kumar	Member	

(Dr. Vikas Kumar Tyagi)



SHRI RAM COLLEGE

MUZAFFARNAGAR, (UP)

Date: 12 -01-2023

Notice

External Committee for Academic and Administrative Audit is being constituted as follows for the academic session 2022-23.

Sr. No	Name	Designation	College
1	Dr. Mohd . Arif	Convenor	Govt. (PG) College, Deoband, (Saharanpur)
2	Dr. Poonam Sharma	Co-Convenor	Jain Kanya (PG) College, Muzaffarnagar
3	Ms. Sonali Jain	Member	Genpact, Gurugrah
4	Dr. Ravindra Pratap	Member	CHS College, Khurja

The above Committee Members are required to conduct an Academic Administrative Audit and submit report after completing their works. Mr. Subodh Kumar (Bioscience Department) is being deputed to assist the Committee in all above mentioned task.


(Dr. Prerna Mittal)
Principal

Copy to:

1. PS to Chairman for his kind information
2. Coordinator, IQAC
3. Convenor, AAA Committee (Internal)


(Dr. Prerna Mittal)
Principal





Shri Ram College, Muzaffarnagar
Opp. Almaspur Telephone Exchange, Parikarma Marg, Muzaffarnagar

ACADEMIC AND ADMINISTRATIVE AUDIT
Year: 2022-23

Name of Institution: **Shri Ram College Muzaffarnagar**
Year of Establishment: **2004**
Name of Principal: **Dr. Prerna Mittal**
Number of Departments: **10**

UG Programme	PG Programme
15	10

Programme affiliated 25, but running 24.

1. Programme/ Courses introduced during this year: **02 (M.Sc Math & M.Sc Chem.)**
2. Total Number of Certificate/ Add-on Courses offered: **17**
3. Courses conducted in collaboration with other organizations:
4. Examination System: **Annual & Semester**
5. Profile of the teachers:

Designation	Number
Professor	05
Associate Professor	23
Assistant Professor	183
Visiting Faculty	06
Total	212 (Regular & 6 visiting Faculty)

6. Number of Visiting Faculty: **06**

7. Number of Academic Support Staff (Technical) and Administrative Staff:

Sr. No.	Posts	Number
1	Librarian	1
2	Assistant Librarian	3
3	Book keeper	3
4	Office Superintendent	1



5	Cashier	2
6	Steno	2
7	Clerk	4
8	Lab Programmer	2
9	Computer. Network Administrator	1
10	Laboratory Assistant	9
11	Laboratory Attendant	3
12	Fourth Class Employee	30
13	Gardner	06
14	Security Guards	07

8. Information about research grants & projects:

15

a) Tie ups for research/ projects:

Sr. No.	Name of the Principal Investigator (Co-investigator)	Department of Principal Investigator	Name of the Project
1	Dr. Suchitra Tyagi	Basic Science	Bioethanol production from lignocellulosic waste.
2	Dr. Suchitra Tyagi	Basic Science	Study on water quality analysis of kali River and underground water resources near the river in muzaffarnagar district.
3	Dr. Shiweta Rathi	Home Science	Collaborate with local furniture makers to manufacture ergonomically designed furniture according to customers.
4	Dr. Mohd. Nayeem	Agariculture	Preparation of kulfi by using Banana pulp.
5	Dr. Mohd Nayeem	Agariculture	Utilization of sweet cream butter milk powder for the preparation of recombined milk.
6	Mr. Bhupendra kumar	Physical Education	Fit India Movement in Model Sports village.
7	Mr. Sanjaykant Tyagi	Computer Application	Website development of Shri Ram College of Pharmacy(srcpmzn.com)
8	Mr. Ankur Rohilla	Computer Application	Development of Online portal for Jaggery Trading in Muzaffarnagar.
9	Ms. Mudra Mittal	Business Administration	A study of brand awareness for the product of Bindal paper mills Ltd.



10	Er. Rajdeep Saharawat	Basic Science	Chemical Remediation of paper industry and effect on soil acidity.
11	Mr. Mayank Verma	JMC	Digital Promotion.
12	Dr. Vikas Kumar Tyagi	Biosciences	A study of Bioremediation on Pulp and Paper Mill Effluent from muzaffarnagar and their effect on germination of wheat crop.
13	Dr. Roupal Malik	Fine Arts	Fashion Fusion: Harmonizing Creativity & Investment.
14	Dr. Roupal Malik	Fine Arts	Stop Motion Project.
15	Dr. Ashfaq Ali & Dr. M.S. Khan	Commerce	Impact of Microfinance on development micro and small Business Enterprises in Muzaffarnagar.

b) Functional MoUs:

30

Sr. No.	Name of the Organisation	Remarks if any
1	ITB University, Ireland	Faculty & Students exchange Programme to enhance teaching effectiveness
2	Indian Industries Association, Muzaffarnagar	Project
3	IIMT, Kota Saharanpur	Expert Talk
4	Himalayan Management and Development Resource Institute, Rishikesh (HiMADRI)	Project
5	Prayatan Sanstha – Social Organisation in Muzaffarnagar (NGO).	Faculty & students involved in social work
6	Techmach International Pvt. Ltd. Muzaffarnagar	Internship
7	Action for Sustainable Efficacious Development and Awareness (ASEA), Rishikesh	Internship
8	Abhishek Telecom, Muzaffarnagar	Industrial visit
9	Saurabh Mittal & Associates, Muzaffarnagar	Expert Talk
10	Ch. Harchand Singh Mahavidyalaya, Gothni, Bulandsahar	To enhance teaching effectiveness
11	Jan Manch Social organization, Muzaffarnagar	Faculty & students involved in social work
12	TAISEI KOUGYOU CO. LTD.JAPAN & The Municipality of Muzaffarnagar	Expert Talk
13	Puri Industries, Muzaffarnagar	Industrial visit
14	Chakradhar Chemicals Private Limited, Muzaffarnagar	Industrial visit



15	Sports: A Way of Life (NGO) Ghaziabad and IMT Ghaziabad	Faculty & students involved
16	Bindal Duplex Pvt. Ltd Muzaffarnagar	Industrial visit
17	Jain carbons Pvt. Ltd. Muzaffarnagar	Project
18	Bindal Papers Ltd. Muzaffarnagar	Internship
19	Bookman-Book Publication, Muzaffarnagar	Expert Talk
20	Agarwal Paper Mill, Muzaffarnagar	Industrial visit
21	Code Development Centre, Ghaziabad	Industrial visit
22	Nayan Ispat & Alloys Pvt.Ltd., Muzaffarnagar	Industrial visit
23	Netcano Solutions Private Ltd, Kolkata	Expert Talk
24	Meenu Papers Mills Pvt. Ltd. Muzaffarnagar	Project
25	S.D P.G College Muzaffarnagar	Faculty & Students exchange Programme to enhance teaching effectiveness
26	Green land agri marketing India Pvt.Ltd	Industrial Visit
27	Agarwal Duplex Board Mills Ltd.	Industrial Visit
28	Government PG College, Deoband	Expert Talk
29	Sarawati Gochar Sanatkottar Mahavidhyalyaz	Expert Talk
30	Sardar Vallabhbhai Patel Degree College, Roorkee	Expert Talk

9. Number of seminar/Conferences/Workshop organized: 25

10. Publications during year by faculty members: More than 280

(Approx. 130 Published in journals, more than 151 in proceeding)

11. Number of Monographs, Books, Chapter in books published: more than 21

12. Number of Teachers who attended / participated international / national seminar/ workshops/ conferences, FDP / PDP. 211

13. Number of awards/medals for outstanding performance in sports/ Cultural activities at university/national and international level: 133

14. No. of FDP/PDP/Workshop/Conference/Seminar Organized by College: 52
(FDP 16, PDP 3, Workshop 21, Seminar 10, Conference 2)

15. Student profile Programme-wise at UG and PG:



5	B. Com	360	347	123	470
6	BBA	360	310	118	428
7	BFA	60	18	50	68
8	B.Ed.	200	48	152	200
9	B.P.Ed.	50	38	09	47
10	B.Sc (PCM)	120	43	25	68
11	B.SC (CBZ)	120	77	87	164
12	BPES	120	85	10	95
13	B.Sc. (Ag)	120	125	12	137
14	B.Voc.	60	10	08	18
15	B.Sc Home science	120	Nil	43	43
A	Total (UG)	2530	1679	837	2516
1	MSc. Micro	30	06	18	24
2	MSc Biotech	30	07	14	21
3	M.Sc. (CS)	No students admitted during session 2022-23			
4	M.Com	60	24	35	59
5	M.P.Ed.	40	19	11	30
6	M.Ed.	50	16	31	47
7	MFA	120	20	27	47
8	MJMC	30	11	04	15
9	M.Sc Chemistry	30	06	13	19
10	M.Sc Math	60	08	08	16
	Total (PG)	450	117	161	278
	Total (A+B)	2980	1796	998	2794

16. Results Analysis of students at UG and PG:

Sr. No.	UG/PG	Appeared	Passed	Pass %
1	B.Sc. Micro	43	42	97.6
2	B.Sc. Biotech	40	40	100
3	BCA	337	253	75.1
4	BJMC	28	25	89.3
5	B. Com	155	132	85.2
6	BBA	164	154	94
7	BFA	20	19	95
8	B.Ed	183	183	100
9	BPED	48	47	98
10	B.Sc. (PCM)	30	18	60
11	B.Sc. (CBZ)	53	31	58.5
12	BPES	76	72	95
14	B.Voc	12	12	100



13	MSc. Micro	23	23	100
14	MSc. Biotech	08	08	100
15	MSC(CS)	Nil	Nil	Nil
16	M.Com	36	31	86.1
17	MFA	46	45	98
18	MJMC	9	4	44.4
19	MPed	29	29	100
20	M.Ed	46	46	100
21	B.Sc Ag	42	42	100
Total		1428	1256	88

17. Number of Faculty (Male & Female)

Male	140
Female	72
Total	212

18. Present details of departmental infrastructural & other facilities with regard to

Total number of books in library:	49498
Computers and Internet facilities for staff:	Yes
Total number of class rooms:	70
ICT facility:	Yes
Students' laboratory:	Sufficient as per norms
Conference Room:	1
Seminar Hall:	1
Auditorium:	1
Furniture:	Sufficient
Fixture :	Sufficient
Water Coolers with Purifier:	On each floor
Gymnasium:	Well Equipped
Games Equipment:	For All Sports
Toilet:	Separate for boys, girls & staff

19. Other Facilities:

Transportation Facilities:	Yes
CCTV Surveillance :	Yes
Hostel Facilities:	Separate for Boys & Girls
Sports Ground:	Sufficient for all sports
Cafeteria:	Yes
First Aid Facilities:	Yes
ATM:	Yes
Generator Facilities:	No
Waste Management:	Yes
Fire safety & Security:	Yes
Water Harvesting:	Yes
Solar Panel:	Yes

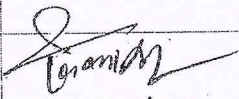
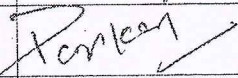
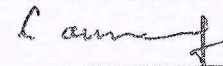




First Aid Facilities:	Yes
ATM:	Yes
Generator Facilities:	No
Waste Management:	Yes
Fire safety & Security:	Yes
Water Harvesting:	Yes
Solar Panel:	Yes

Declaration by the Head of Institute

I, Dr. Perna Mittal, Principal SRC, am aware that the above information provided by the departments has been validated by the AAA Committee (Internal).

(Dr. Perna Mittal)
Principal

Sr. No	Name	Designation	Signature
1	Dr. Vikas Kumar Tyagi	Convenor	
2	Mr. Pankaj Kaushik	Co-Convenor	
3	Dr. Sourabh Mittal	Member	
4	Mr. Praveen Kumar	Member	
5	Mr. Subodh Kumar	Member	

Date: 27/06/2023



ACADEMIC AND ADMINISTRATIVE AUDIT REPORT (EXTERNAL)

Year: 2022-2023

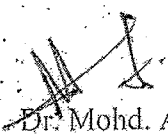
Name of the College: Shri Ram College, Muzaffarnagar
 Year of Establishment: 2004
 Name of the Principal: Dr. Perna Mittal
 No. of Departments & Programmes: 10 Departments and 25 Programmes


S.N.	Particulars	Verified/ Not Verified/ NA	Remark/ Deviation
1	Program/ Courses introduced during this year	Verified	NIL
2	Total Number of Certificate/ Add-on Courses offered by the department	Verified	25
3	Courses conducted in collaboration with other organizations	Verified	Nil
4	Examination System	Verified	Both Annual /Semester
5	Profile of the teachers	Verified	Verified as per internal audit
6	Number of academic support staff (technical) and administrative staff	Verified	Verified as per internal audit
7	Tie ups for research/ projects and MoUs	Verified	45
8	Publications by faculty members	Verified	More than 202
9	Number of national/ international seminar/ workshops/ conferences attended/ participated by teachers	Verified	211
10	Number of awards/medals for outstanding performance in sports/ Cultural activities at university/national and international level	Verified	133
11	Student profile programme-wise at UG and PG	Verified	Verified as per internal audit
12	Results Analysis of students at UG and PG:	Verified	Verified as per internal audit
13	Number of faculty Member	Verified	212 Regular and 06 visiting
14	Present details of department infrastructural & other facilities: -		
	Total number of books in library	Verified	49498
	Computers and Internet facilities for staff	Verified	Yes
	Total number of class rooms:	Verified	70
	ICT facility:	Verified	Sufficient as per the need
	Students' laboratory:	Verified	Verified as per norms
	Conference Room:	Verified	1
	Seminar Hall:	Verified	1
	Auditorium:	Verified	1
	Furniture:	Verified	Sufficient
	Fixture	Verified	Sufficient
	Water Coolers with purifier	Verified	Working Properly

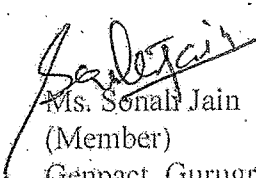



	Gymnasium:	Verified	Well equipped
	Games Equipment:	Verified	Verified as per stock
	Toilet:	Verified	Well neat & clean
15	Other Facilities: -		
	Transportation Facilities:	Verified	Yes
	CCTV Surveillance	Verified	Yes
	Hostel Facilities:	Verified	Separate for boys, girls and staff
	Sports Ground:	Verified	Well maintained ground
	Cafeteria:	Verified	Yes
	First Aid Facilities:	Verified	Available
	ATM:	Verified	Yes
	Generator Facilities:	Verified	Yes
	Waste Management:	Verified	Yes
	Fire safety & Security:	Verified	Yes
	Water Harvesting:	Verified	Yes
	Solar Panel:	Verified	Yes

Observation: The Committee went through the report of Academic and Administrative Audit Report of Internal Committee and verified it in the concerned departments on the random basis. It was found that the data presented by the committee was genuine and valid.


Dr. Mohd. Arif
Covenor,
Govt. PG College,
Deoband, Saharanpur


Dr. Poonam Sharma
Co-convenor
Jain Kanya PG College,
Muzaffarnagar


Ms. Sonali Jain
(Member)
Genpact Gurugram


Dr. Ravindra Pratap
(Member)
Shri Ram College of Law Muzaffarnagar

Date-27/06/23



Date-27/06/23

To.

The Director/Chairperson IQAC

Shri Ram College

Muzaffarnagar

Sir,

Please refer to your notice dated 10.01.23 where in a Committee (Internal) has been constituted for AAA (Internal) in college. I have to inform you that we have successfully conducted Academic Administrative Audit (Internal).

We have gone through the data submitted by the department for Academic Administrative Audit and verified these data department wise, thoroughly.

Please find enclosed, here with the reports and observations made on Academic Administrative Audit (Internal) of Shri Ram College, Muzaffarnagar for the year 2022-23.

Yours obediently,



Dr. Vikas Kumar tyagi

Convenor

Department of Bioscience



Date-27/06/23

To,

The Director/Chairperson IQAC

Shri Ram College

Muzaffarnagar

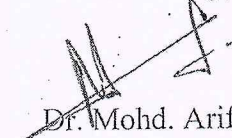
Sir,

Please refer to your notice dated 12.01.23 where we were expect to conduct an External AAA in your College, in this regard we have to inform that we have successfully conducted Academic Administrative Audit (External).

We have gone through various reports prepared by Internal Committee for Academic Administrative Audit and verified these reports department wise, on the random basis.

Please find enclosed, here with the reports and observations made on Academic Administrative Audit (External) of Shri Ram College, Muzaffarnagar for the year 2022-23.

Yours obediently,


Dr. Mohd. Arif

Convenor

Govt. PG College

Deoband, Saharanpur



Maintenance Policy



SHRI RAM COLLEGE, MUZAFFARNAGAR, (UP)

Maintenance Policy

At Shri Ram College there are well established systems and procedures for maintenance of and utilisation of the physical, academic, support and other facilities, i.e., laboratory, library, sports complex, computers, classrooms etc.


The College has a well-organized and decentralized mechanism to maintain its physical, academic and support facilities. An Officer and a Supervisor have been appointed to look after the specific maintenance requirements and get them resolved at the earliest. The technicians, masons, fitters, welders, carpenter, plumbers, electricians, IT technicians, book lifters and sweepers are either appointed fulltime or hired on contract for addressing the maintenance complaints on day to day basis. A Maintenance Register has been placed on the Front Desk where different complaints from departments and offices are registered and after this communicated to the Supervisor who in turn gets it resolved. Different committees keeping sync with IQAC ensures the proper maintenance and utilization of the facilities. Generally, the maintenance has been broadly classified as follows

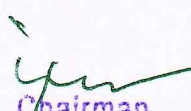
1. Maintenance of Physical Facilities

The maintenance of the physical facilities is looked after by the Supervisor who makes an arrangement for getting it done. For various types of maintenance complaints related to electricity, plumbing, lab machineries, auditorium, playground, building, hostel, gymnasium and canteen, the Supervisor in coordination with the Office arranges everything according to the demands raised by the departments and other units. A Maintenance Workshop is also functional in the college on full time basis.

2. Campus Cleaning& Maintenance

The regular cleaning of the classrooms, laboratory, verandas, lobbies, canteens, playground, pathways and other places are kept neat and clean on regular basis. The gardening staff are


Co-ordinator
IQAC, Shri Ram College
Muzaffarnagar


Chairman
IQAC, Shri Ram College,
Muzaffarnagar

appointed for maintaining the greenery (outdoor and indoor) in the campus. NSS also takes an active part in keeping the campus clean and green.

3. IT infrastructure/ Computer Maintenance

Maintenance of the IT infrastructure are done by the Computer Repairing and Maintenance staff who have been appointed on regular basis. College has highly efficient technicians at its computer labs for hardware and software maintenance. The College has its own high performance server for numerical simulation/ digital computation.

4. Sports Maintenance


The Sports Committee monitors the ground and equipment of sports and games are regularly maintained. The Gymnasium is maintained and monitored by the staff and Sports Committee.


5. Laboratory Maintenance

The laboratory equipment is generally maintained by the concern department trained staff or through hired technicians for some specific problem if the college staff is not able to resolve it. Chemicals, glassware and other instruments are maintained through the stock register for concern department.

6. Library Maintenance

The Librarian through book lifters and other similar staff is responsible for the maintenance of the existing book stock. The Librarian takes decisions for disposal of the old newspapers and magazines and sufficient staff is engaged in the library for proper functioning and maintenance.


Coordinator
IQAC, Shri Ram College
Muzaffarnagar


Chairman
Shri Ram College,
Muzaffarnagar