



Estd : 1989
NCISM College Code : AYU0153
MUHS College Code : 124101

NAAC ACCREDITED WITH B++, QCI "A" Grade, NABH & ISO 21001:2018 CERTIFIED

छत्रपती शाहू महाराज शिक्षण संस्था संचलित

आयुर्वेद महाविद्यालय व रुग्णालय

CHHATRAPATI SHAHU MAHARAJ SHIKSHAN SANSTHA'S

AYURVED MAHAVIDYALAYA & RUGNALAYA

(Recognized by National Commission for Indian System of Medicine, Ministry of AYUSH, Govt. of India, New Delhi & Affiliated to Maharashtra University of Health Sciences, Nashik.)

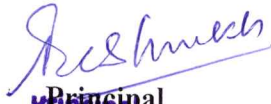


Sop's for UG Academic Committee 2025-2026

1. To conduct meetings with different college committees.
2. Regular supervision on practical's and lectures as per time table.
3. To collect list of fast learners and slow learners from all departments and decide policy regarding this.
4. Maintain cleanliness in classroom and audio - visual system.
5. To inform all department to display M.T.P. & A.T.P.
6. Allotment of teacher student guardianship in each year. (Mentor Mentee)
7. Open Book Exam for UG Students.
8. To collect results from concern departments within 15 days after exam.
9. Regular checking of attendance roll call.
10. Checking and signing academic teacher dairy on month end.
11. To Collect ATP from all dept.
12. To Finalize - Annual Events calendar.
13. To Prepare - College Academic Calendar.
14. To Collect Letters from BOS & Academic Members of MUHS.


Incharge




Principal
Chhatrapati Shahu Maharaj Shikshan Sanstha's
Ayurved Mahavidyalaya & Rugnalaya,
Kanchanwadi, Chhatrapati Sambhajinagar

Address : Kanchanwadi, Paithan Road, Chhatrapati Sambhajinagar-431 011. (M.S.) | कांचनवाडी, पैठण रोड, छत्रपती संभाजीनगर - ४३१ ०११ (एम. एस.)

Tel: (0240) 2646201, 2646202, 2646464 Fax: (0240) 2646222

Email: principal@csmsayurved.com, principalcsmsayu@gmail.com, Website: www.csmsayurved.com



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Date: 01/06 /2025

To,
The Principal,
Chhatrapati Shahu Maharaj Shikshan Sanstha's
Ayurved Mahavidyalaya & Rugnalaya,
Kanchanwadi, Chhatrapati Sambhajinagar.

Sub.: Submission of Annual Report-UG Academic Committee
(Period 01.06.2024 to 31.05.2025)

Name of Committee In charge - Dr. Deshmukh Jayashree
Total Meeting taken: 8

Proceedings: -

- 1) Mentor mentee list prepared and distributed to concern departments.
- 2) Regular visit to classrooms for cleanings, ventilation, mike system, drinking water.
- 3) Regular servicing of smart boards & air-conditions.
- 4) List of slow learners & fast learners collected from all departments with remedial coaching for slow & fast learners.
- 5) Review of month wise attendance of all four years are taken periodically.
- 6) Periodic assessment of all three terms are checked.
- 7) Discussion done on selection of electives for new first year.
- 8) Batch wise what's app group are prepared for student's daily attendance.
- 9) Results downloaded from MUHS website and analyzed.
- 10) Students are regularly monitored for dress code and discipline.
- 11) Finalize college academic calendar.
- 12) Regular super vision on practical's and lectures as per time table.
- 13) Discussion with all 2nd year HOD's regarding educational tour planning.

Sign with date:
Committee Incharge



Jayashree
Principal

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