

ACADEMIC AUDIT 2021-2022

Name of the School/College:

Audit Team:

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Date of Audit:

			Observations	Remarks/Suggestions
		School/College Timings to		

I Curricular Aspects

A	Course Programme Offered	BOS Details (Date/Year of BOS)	Sanctioned Seats per Programme	Total Student Strength		
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B Curriculum design and enrichment

1	Steps in designing the curriculum		
2	Frequency of revision		
3	Methods adopted to enrich the curriculum		

C	<ul style="list-style-type: none"> • Add-on / Certificate Courses • Value Addition Programmes <ul style="list-style-type: none"> a) No. of Student enrolled b) Attendance record of students 		
D	Academic Calendar Annual/Semester wise Curricular Plan		
E	Attendance (Minimum 75%)		
F	Coverage of Syllabus		
II Teaching & Learning			
A	1 Details of sanctioned Teaching Staff 2 No. of Teaching Staff including Contractual / Guest		
B	<i>Conduct of Classes</i>		

C	Use of supplementary teaching tools and application (Online Resources & ICT tools used)		
D	Student Centric Activities D1. Student field tours/internship/industrial visits/field training D2. No. of outgoing students placed 2021-22(Average percentage of placement of outgoing students) D3. Placement Activities undertaken by the School D4. Student Council (Presence of Student Council and its Activities for Institutional Development and student welfare)		
E	Student Seminars		
F	Remedial Coaching		
G	Student Assignment		
H	Student Feedback (Analysis done or not)		
I	Peer tutoring		

J	Peer Review		
K	No. of Mentors Details of Students with each mentor		
III Evaluation & Results			
A	Conduct of Internal Examination		
B	Maintenance of Marks Register		
C	Result of University Examinations – 2021-22		
	Analysis of University Results		
		2017-18	2018-19
		2019-20	2020-21
		2021-22	
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IV Infrastructure & Learning Resources

A	Library		
B	Laboratories		
C	Online Resources / ICT		
D	Room number /Name of class room /E-Class Rooms/ Seminar Hall		
E	Computer & Internet		
F	Language Lab		
G	Extension & Outreach Programmes		

H	No. of Extension and Outreach Programme conducted by Institution through NSS/NCC, Government and Govt. recognized body		
I	Sports & Co curricular activities		
J	Students Clubs and Activities		
K	Basic Facilities <ul style="list-style-type: none"> • Bank/ATM • Sanitation • Drinking Water Facilities • Gymnasium • Others please specify 		
V Faculty Profile			
1	No. of teachers and Qualification		
2	No. of Research Projects funded by govt./ non govt. agencies (details to be provided)		
3	<ul style="list-style-type: none"> • Research Publications (Scopus indexed/ WOS/ UGC Care list/ other,) • No of books and/ or Chapters published • Patents published/awarded 		
4	FDP's/QIP/Orientation/Refresher program attended		
5	Learning methodology applied		
6	No. of Collaboration Activities with other Institution/Research establishment/Industry for research and Academic development of faculty and students		
7	Activities/participation in various committee of the		

School (Minutes of meeting to be attached)		
VI Capacity development and skills enhancement initiatives undertaken by the institution (Soft Skill, Language and communications skills, life skills etc.)		
VII Best practices of School		
VIII No. of functional MOU's with Institutions/Industry/on Job training/Project work students/faculty exchange and Collaborative Research during a year		

Signature of the Academic Auditors:- 1.

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