



# REPORT OF ACADEMIC AND ADMINISTRATIVE AUDIT (AAA)

**A.Y.- 2022-2023**

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**REPORT**  
**ACADEMIC & ADMINISTRATIVE AUDIT**  
**(AAA)**

**ACADEMIC YEAR**  
**2022-2023**

**AAA SCHEDULE: 25-11-2022 to 26-11-2022**

**SHRI VENKATESHWARA UNIVERSITY**  
**GAJRAULA**



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## FORWARD

The Academic and Administrative Audit (AAA) is a cornerstone of our commitment to quality assurance and continuous improvement at Shri Venkateshwara University, Gajraula. This rigorous process ensures that our academic and administrative practices align with the highest standards, fostering an environment that promotes excellence, innovation, and accountability.

The AAA serves multiple functions, from evaluating curriculum relevance to assessing infrastructural adequacy and support systems. Through this audit, we aim to uphold our mission of delivering exceptional education and providing robust support to our students, faculty, and staff. The outcomes of the audit allow us to identify strengths, address challenges, and set actionable goals that contribute to the ongoing enhancement of our institutional practices.

By systematically analyzing both academic and administrative domains, the AAA plays a vital role in advancing our strategic objectives. This report documents our findings and recommendations, laying the groundwork for further growth and development. Our collective commitment to these principles not only enriches the university's environment but also fortifies our standing as a premier institution dedicated to transforming lives through education.



## MESSAGE FROM THE VICE CHANCELLOR

*Prof. (Dr.) Rakesh Kumar Yadav*  
*Officiating, Vice Chancellor*  
*Shri Venkateshwara University, Gajraula*

At Shri Venkateshwara University, we are steadfast in our commitment to excellence in both academics and administration. The Academic and Administrative Audit (AAA) embodies our proactive approach to ensuring that every facet of our institution meets the highest standards. Through this process, we affirm our dedication to providing a learning environment that not only supports but also empowers our students, faculty, and staff to excel.

The AAA is more than an evaluative exercise—it is a critical step toward continuous improvement, innovation, and accountability. By systematically assessing our programs, facilities, and administrative practices, we are able to uphold our vision of academic distinction and operational integrity. I am immensely proud of the dedicated efforts of our AAA committee and the collective commitment of our academic and administrative teams to this essential process.

As we move forward, I am confident that the insights and recommendations from this audit will guide us in strengthening our foundation, enhancing our educational offerings, and fostering an environment of growth and opportunity. Together, we will continue to uphold the values of quality, integrity, and progress that define Shri Venkateshwara University.

***Best Wishes***



## ABOUT UNIVERSITY

Shri Venkateshvara University, Gajraula, was established in 2010 with the vision of transforming education to impact lives meaningfully and sustainably. Founded on principles of academic excellence, inclusivity, and social responsibility, the university is dedicated to preparing students for the evolving demands of a globalized world.

Our mission is to foster a vibrant educational environment that cultivates knowledge, innovation, and integrity. We strive to empower students with skills and values essential for personal and professional success, emphasizing research, practical learning, and ethical practices. Our academic programs are thoughtfully designed to balance theoretical knowledge with hands-on application, ensuring that our graduates are equipped to make meaningful contributions in their chosen fields.

With a focus on interdisciplinary learning, the university offers a broad spectrum of programs across fields such as Medical, Nursing, Paramedical, Engineering & Technology, Pharmacy, Commerce & Management, Applied Sciences, Agricultural Sciences, Law & Jurisprudence, Humanities & Social Sciences.

Each programme is structured to provide students with the foundational knowledge and practical experience needed to excel. Our dedicated faculty, non-teaching staff with the support of modern facilities, and commitment to academic and administrative excellence make university a trusted institution for students and stakeholders alike.

As we continue to expand and innovate, University remains dedicated to its vision of creating leaders, thinkers, and changemakers who will contribute positively to society and drive progress in their respective fields.

## OVERVIEW OF THE ACADEMIC & ADMINISTRATIVE AUDIT

The Academic and Administrative Audit (AAA) is a comprehensive process aimed at assessing and enhancing the quality, effectiveness, and efficiency of our academic and administrative practices. This audit plays a pivotal role in our commitment to continuous improvement, ensuring that our university remains aligned with the highest standards of educational excellence and operational integrity.

### **Purpose and Objectives**

The primary purpose of the AAA is to review, evaluate, and improve both academic and administrative domains within the institution. The objectives of the AAA are to:

1. Maintain and improve the quality of education, research, and support services.
2. Recognize areas of excellence and pinpoint opportunities for improvement.
3. Encourage responsible practices and transparency in academic and administrative functions.
4. Optimize resource utilization, infrastructure, and processes to better serve our students, faculty, and stakeholders.

### **Scope of the Audit**

The scope of the AAA encompasses all schools, departments, and administrative sections within the university. Key areas assessed include:

- **Academic Programs:** Curriculum relevance, teaching methodologies, faculty qualifications, and program outcomes.

- **Student Support Services:** Effectiveness of counseling, placement services, and extracurricular support.
- **Research and Innovation:** Availability of research facilities, publication output, and faculty involvement in research.
- **Infrastructure and Resources:** Quality and adequacy of classrooms, laboratories, libraries, and IT infrastructure.
- **Administrative Efficiency:** Effectiveness of management processes, documentation practices, and adherence to regulatory standards.



## AAA COMMITTEE

To conduct the External Academic and Administrative Audit a AAA committee was constituted. The members of the committee were:

- **Chairperson:** Prof. (Dr.) Umesh Kumar, Principal, School of Pharmacy
  
- **Members:**
  - Prof. (Dr.) Sarbananda Sahoo, Dean, School of Commerce and Management
  - Prof. (Dr.) Rajesh Singh, Professor, School of Applied Sciences
  - Prof. (Dr.) Vipin Kumar, School of Law
  - Ms. Anna Brown, Dean, School of Nursing
  
- **External Members:**
  - Prof. (Dr.) VPS Arora, Former Vice Chancellor of Kumaun University & Principal Advisor
  - Prof. (Dr.) Venkatesh Kumar R, Department of Zoology, School of Life Sciences, BBAU, Lucknow
  
- **Member Secretary:** Prof. (Dr.) Yogeshver Prasad Sharma, School of Education

**AAA COMMITTEE VISIT SCHEDULE****VISIT DATES: 25-11-2022 TO 26-11-2022**

<b>Team</b>	<b>School</b>	<b>Visit Dates</b>	<b>Visit Time</b>
A	School of Mass Communication & Journalism	25-11-2022	09:30 AM-11:00 AM
B	School of Education	25-11-2022	09:30 AM-11:00 AM
A	School of Commerce & Management	25-11-2022	11:00 AM-01:00 PM
B	School of Applied Sciences	25-11-2022	11:00 AM-01:00 PM
A	School of Pharmacy and College of Pharmacy	25-11-2022	02:00 PM-03:00 PM
B	School of Paramedical	25-11-2022	02:00 PM-03:00 PM
A	School of Humanities, Languages & Social Sciences and School of Library & Information Sciences	26-11-2022	09:30 AM-11:00 AM
B	School of Pharmaceutical Sciences	26-11-2022	09:30 AM-11:00 AM
A	School of Agricultural Sciences	26-11-2022	11:00 AM-01:00 PM
B	School of Engineering & Technology	26-11-2022	11:00 AM-01:00 PM
A	School of Law and Jurisprudence	26-11-2022	02:00 PM-03:00 PM
B	School of Nursing	26-11-2022	02:00 PM-03:00 PM
A&B	Venkateshwara Institute of Medical Sciences	26-11-2022	03:00 PM-04:30 PM

## OBSERVATIONS OF THE AAA COMMITTEE

The following observations were done by the AAA committee during the visit for AAA:

- State of art infrastructure.
- Adoption of the CBCS system across all the programs. Ordinance and Structure of all the programmes available in record.
- Innovative methods in teaching and evaluation process have been adopted.
- Feedback mechanisms on Curriculum is existing.
- Equity of access is taken care of in the admissions.
- Library resources require strengthening across all disciplines.
- Qualified and experienced faculty members

## RECOMMENDATIONS OF AAA COMMITTEE

Based on the observations, the AAA committee given the following recommendations for the further improvement:

<ul style="list-style-type: none"><li>• CO-PO need to be designed for all the programmes.</li></ul>
<ul style="list-style-type: none"><li>• Implement online feedback systems replacing of offline system.</li></ul>
<ul style="list-style-type: none"><li>• Develop extensive faculty profiles at senior level in all the Schools of the University.</li></ul>
<ul style="list-style-type: none"><li>• More special programs should be added to cater the slow performers and advanced learners.</li></ul>
<ul style="list-style-type: none"><li>• Faculty Induction Program must be introduced.</li></ul>
<ul style="list-style-type: none"><li>• Administrative programmes to be organized for non-teaching staff members.</li></ul>
<ul style="list-style-type: none"><li>• Encourage faculty to publish research paper, write research projects to improve the university research profile.</li></ul>
<ul style="list-style-type: none"><li>• Increase the no. of Faculty with Ph.D. as their highest qualification.</li></ul>
<ul style="list-style-type: none"><li>• Strengthen library resources.</li></ul>

## ACTION TAKEN REPORT

Based on the recommendations of AAA committee visited the different schools during 25/11/2022-26/11/2022, the following actions were taken for the improvement:

S. No.	Recommendations of AAA Committee	Action Taken
1	CO-PO need to be designed for all the programmes.	All the Schools have been informed to incorporate OBE in all the programme structure.
2	Implement online feedback systems replacing of offline system	The feedback forms of all the stakeholders revised and the IQAC was suggested to prepare the online feedback forms
3	Develop extensive faculty profiles at senior level in all the Schools of the University.	It was recommended to HR Head to plan the recruitment as per the suggestions.
4	More special programs should be added to cater the slow performers and advanced learners.	Faculty members have been asked to suggest the additional programmes which could be offered to the slow performers and advanced learners.
5	Faculty Induction Program must be introduced.	Faculty induction programme was organized for the faculty members.
6	Administrative programmes to be organized for non-teaching staff members.	Fire Safety, Computer proficiency programs were organized for the non-teaching staff members.
7	Encourage faculty to publish research paper, write research projects to improve the university research profile.	All the Deans have been suggested to encourage their faculty members to publish research paper, write research projects.

	Increase the no. of Faculty with Ph.D. as their highest qualification.	It was recommended to HR Head to plan the recruitment as per the suggestions. Further, the faculty members without Ph.D. have been encouraged to enrol for Ph.D. programme.
	Strengthen library resources.	New books were purchased to increase the library book database.



**Director, IQAC**



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## ACADEMIC AND ADMINISTRATIVE AUDIT REPORT

A.Y. 2022-2023

Name of the School: School of Journalism & mass communication

Audit Date: 25/11/2022

Time: 09:30 AM - 11:00 AM

### AUDIT PARAMETERS

Observations of the AAA Committee	The program provide good balance b/w core
	subject & electives subject. student
	feedback indicates a good level of
	engagement with faculty members.
Recommendations of the AAA Committee	The majority of faculty members have significant
	academic qualification.
	Encourage faculty to engage in interdisciplinary
	research. Expand colearning opportunities
of media organization.	
Upgrade & expand media equipment & software	

### SIGNATURE OF AAA COMMITTEE MEMBERS

S. No.	Name of AAA Committee Member	Signature
	Dr. Umesh Kumar	
	Dr. S.N. Saboo	
	Dr. Vibin Kumar	
	Dr. VPS Anora	



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## ACADEMIC AND ADMINISTRATIVE AUDIT REPORT

A.Y. 2022-2023

Name of the School: School of Education

Audit Date: 25/11/22

Time: 09:30 AM - 11:00 AM

### AUDIT PARAMETERS

Observations of the AAA Committee	The curriculum is well-structured, faculty is
	well qualified & adequate. The level of
	research output is moderate and funding
	opportunities limited. The Infra is
generally good condition but some classroom	
Recommendations of the AAA Committee	Upgrade the classroom & teaching
	facilities. Develop additional student
	support programs. Enhance access to
	digitized resources by increasing

### SIGNATURE OF AAA COMMITTEE MEMBERS

S. No.	Name of AAA Committee Member	Signature
1.	Dr. V.P.S. Mora.	
2.	Dr. Sarbananda Laloo	
3.	Dr. Vipin Kumar	
4.	Dr. Rajesh Singh	





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## ACADEMIC AND ADMINISTRATIVE AUDIT REPORT

A.Y. 2022-2023

Name of the School: School of Commerce and management

Audit Date: 25/11/22

Time: 11:00 AM - 01:00 PM

### AUDIT PARAMETERS

Observations of the AAA Committee	The school have well design and environment-friendly
	classroom and conference rooms- The curriculum
	is well structed, aligning with current
	Industry Standards and emerging business trends
Recommendations of the AAA Committee	Incorporating more experiential learning
	opportunities such as case studies, group
	projects, and internship. Encourage faculty
	to integrate their research finding into the curriculum and case studies

### SIGNATURE OF AAA COMMITTEE MEMBERS

S. No.	Name of AAA Committee Member	Signature
	Mr. Anna Brown	
	Dr. Rajesh Dey	
	DR. VIPIN KUMAR	
	Dr. V.P.S. Anand	



## ACADEMIC AND ADMINISTRATIVE AUDIT REPORT

A.Y. 2022-2023

Name of the School: School of Applied Sciences

Audit Date: 25/11/22

Time: 10:00 AM - 01:00 PM

### AUDIT PARAMETERS

Observations of the AAA Committee	<p>Teachers' academic contribution is noticeable</p> <p>New courses are being offered to students</p> <p>NEP-2020 implemented in all UG programmes</p> <p>Mentorship program effectively implemented</p>
Recommendations of the AAA Committee	<p>Infrastructure to be updated</p> <p>Sessions on career counselling to organized</p> <p>Need to introduce internship in nearby industries</p> <p>Faculty recruitment. to enhance</p>

### SIGNATURE OF AAA COMMITTEE MEMBERS

S. No.	Name of AAA Committee Member	Signature
1.	Dr. Rajesh Singh	
2.	VPS Nong	
3.	Dr. Sarbananda Behera	
4.	Dr. Yogeshwar Prasad Sharma	



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## ACADEMIC AND ADMINISTRATIVE AUDIT REPORT

A.Y. 2022-2023

Name of the School: School of Pharmacy / College of Pharmacy

Audit Date: 25/11/22

Time: 02:00 PM - 03:00 PM

### AUDIT PARAMETERS

Observations of the AAA Committee	The curriculum is well-structured as per the guidelines of PCI
	Faculty members are well qualified and having knowledge
	The level of Research output are good.
Recommendations of the AAA Committee	Lab upgradation are required
	Plan of industry visit are required to be increased.
	digital resource are required for implementation.

### SIGNATURE OF AAA COMMITTEE MEMBERS

S. No.	Name of AAA Committee Member	Signature
1	Dr. Venkatesh Kumar	
2	Dr. Yogeshwar Prasad Sharma	
3	Ms. Anna Brown	
4	Dr. Umesh Kumar	



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## ACADEMIC AND ADMINISTRATIVE AUDIT REPORT

A.Y. 2022-2023

Name of the School: School of Paramedical  
Audit Date: 25/11/22  
Time: 02:00 PM - 03:00 PM

### AUDIT PARAMETERS

Observations of the AAA Committee	The adapted syllabus are upto mark and well elaborated.
	The Faculty member are exceptional on their subjective knowledge.
Recommendations of the AAA Committee	A more number of practical classes and internship are required.
	Labs facility we need more attention.

### SIGNATURE OF AAA COMMITTEE MEMBERS

S. No.	Name of AAA Committee Member	Signature
1.	Dr. Umesh Kumar	
2.	Dr. Rajesh Kumar	
3.	Dr. rps. Arora.	
4.	Ms. Anus Brown	



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## ACADEMIC AND ADMINISTRATIVE AUDIT REPORT

A.Y. 2022-2023

Name of the School: School of Humanities and Social Science

Audit Date: 20/11/22

Time: 09:30 AM - 11:10 AM

### AUDIT PARAMETERS

Observations of the AAA Committee	The curriculum is well-structured with clear objectives for each program. It aligns with NEP-2020. Infrastructure is generally well-maintained and conducive to learning.
	The School also encourages students to participate in research activities.
Recommendations of the AAA Committee	Upgrade the classroom technology and digital resource in the library.
	Improve student internship and practical exposure opportunities.

### SIGNATURE OF AAA COMMITTEE MEMBERS

S. No.	Name of AAA Committee Member	Signature
1.	Dr. V.P.S. More	
2.	Dr. Jyeshtha Prasad Sharma	
3.	DR. UMESH KUMAR	
4.	Ms. Anna Brown	



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## ACADEMIC AND ADMINISTRATIVE AUDIT REPORT

A.Y. 2022-2023

Name of the School: School of Library and Information Sciences

Audit Date: 26/11/22

Time: 09:30 AM - 11:00 AM

### AUDIT PARAMETERS

Observations of the AAA Committee	Proper course mentoring is required.
	Proper alignment of remedial classes & it's conductance needs to be maintained.
	Certificate courses are not there.
	Bloom's Taxonomy need to be programmed with the course structure.
	Certificate course needs to be initiated.
Recommendations of the AAA Committee	Students and staff should involve in extracurricular activities. Incorporation of smart board teaching methods.

### SIGNATURE OF AAA COMMITTEE MEMBERS

S. No.	Name of AAA Committee Member	Signature
1.	Ms. Anna Brown	
2.	Dr. Rajesh Singh	
3.	Dr. Lipin Kumar	
4.	Dr. V.P.S. Arora	



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## ACADEMIC AND ADMINISTRATIVE AUDIT REPORT

A.Y. 2022-2023

Name of the School: School of Pharmaceutical sciences

Audit Date: 25/11/22

Time: 09:30 AM - 11:00 AM

### AUDIT PARAMETERS

Observations of the AAA Committee	Curriculum is up-to-date as per
	PCI norms and current Industrial
	trends.
	Mentor - Mentee Program related issues
Recommendations of the AAA Committee	have been identified and needs proper
	implementation.
	upgradation of lab facilities is required.
	Increase the use of digital resources
	Need to focus on research for both
	faculty and students.

### SIGNATURE OF AAA COMMITTEE MEMBERS

S. No.	Name of AAA Committee Member	Signature
1.	Dr. Rajesh Singh	
2.	Dr. Vipin Kumar	
3.	Dr. Venkatesh Kumar	
4.	Dr. Jogeshwar Prasad Sharma	



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## ACADEMIC AND ADMINISTRATIVE AUDIT REPORT

A.Y. 2022-2023

Name of the School: School of Agricultural Sciences

Audit Date: 26/11/22

Time: 12:00 AM - 01:00 PM

### AUDIT PARAMETERS

Observations of the AAA Committee	Good infrastructure
	Teaching learning practice is effective.
	Field visits are conducted regularly.
	Demand ratio is good.
Recommendations of the AAA Committee	Research growth of school is very low.
	Faculty recruitment at senior level requires Alumni network to update.
	Linkage with industry to be established.

### SIGNATURE OF AAA COMMITTEE MEMBERS

S. No.	Name of AAA Committee Member	Signature
1.	Dr. Venkatesh Kumar	
2.	Dr. Jyeshtha Prasad Shem	
3.	Dr. Sarbananda Behera	
4.	Dr. Kripa Kumar	





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## ACADEMIC AND ADMINISTRATIVE AUDIT REPORT

A.Y. 2022-2023

Name of the School: School of Engineering and Technology  
Audit Date: 26/11/22  
Time: 11:00 AM - 01:00 PM

### AUDIT PARAMETERS

Observations of the AAA Committee	Curriculum planning & implementation is found to be satisfactory. The faculty members are generally well-qualified. The infrastructure included classroom, lab is generally good condition
	update elective course such as AI, Machine learning data sciences and sustainable Eng
	Provide faculty training and support for incorporating modern teaching tools.

### SIGNATURE OF AAA COMMITTEE MEMBERS

S. No.	Name of AAA Committee Member	Signature
1	Dr. Sarabanda Sahu	
2	Dr. Vipin Kumar	
3	Prof. Venkatesh Kumar	
4	Dr. Jagdish Prasad Sharma	



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## ACADEMIC AND ADMINISTRATIVE AUDIT REPORT

A.Y. 2022-2023

Name of the School: School of Law and Jurisprudences.

Audit Date: 26/11/22

Time: 02:00 PM - 03:00 PM

### AUDIT PARAMETERS

Observations of the AAA Committee	The curriculum are generally up to date as per BCI. The faculty members actively involved in legal research and publications. Infrastructure is well-maintained. Students also benefited from moot court.
	Encourage faculty to integrate more active learning strategies. Digital resources may be upgraded.
	FDP and workshops are organized regularly.
Recommendations of the AAA Committee	

### SIGNATURE OF AAA COMMITTEE MEMBERS

S. No.	Name of AAA Committee Member	Signature
1.	Dr. Umesh Kumar	
2.	Dr. Sarbananda Sahoo	
3.	Ms. Anna Brown	
4.	Dr. Venkatesh Kumar	



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## ACADEMIC AND ADMINISTRATIVE AUDIT REPORT

A.Y. 2022-2023

Name of the School: School of Nursing

Audit Date: 26/11/22

Time: 02:00 PM - 03:00 PM

### AUDIT PARAMETERS

Observations of the AAA Committee	The curriculum of Nursing are well adopted
	and following as per the JAC guideline
	The Mentor-Mentee register are well
	structured and adopted.
Recommendations of the AAA Committee	The practical session are need to
	be increased in number for practical
	learning approaches.

### SIGNATURE OF AAA COMMITTEE MEMBERS

S. No.	Name of AAA Committee Member	Signature
1.	Dr. Umesh Kumar	
2.	Dr. Venkatesh Kumar	
3.	Dr. Jogender Prasad Sharma	
4.	Dr. Rajesh Singh	



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## ACADEMIC AND ADMINISTRATIVE AUDIT REPORT

A.Y. 2022-2023

Name of the School:..... VIMS .....

Audit Date:..... 26/11/2022 .....

Time:..... 03:00 PM - 04:30 PM .....

### AUDIT PARAMETERS

Observations of the AAA Committee	The ordinance of the program is well-structured and finalized based on feedback.
	Course file are incomplete. Teachers are using many different techniques. The vision statement aims to achieve academic excellence. There are less common rooms for the student. There are less no. of research project under the financial assistance of UGC, ICSSR etc. Also, the no. of faculties are less.
	Incorporation of smart board teaching methods. Attention needs to be given on full and proper documentation for all activities of the department. Constant efforts for campus placements is required. More outreach activities may be organized time to time. There is need of research software, Internet facility etc.
Recommendations of the AAA Committee	

### SIGNATURE OF AAA COMMITTEE MEMBERS

S. No.	Name of AAA Committee Member	Signature
1.	Dr. V.P.S. Arora	
2.	Dr. Yogeshwar Prasad Sharma	
3.	Dr. Umesh Kumar	
4.	Ms. Anna Brown	
5.	Dr. Rajesh Singh	