



REPORT OF ACADEMIC AND ADMINISTRATIVE AUDIT (AAA)

A.Y.- 2023-2024



REPORT
ACADEMIC & ADMINISTRATIVE AUDIT
(AAA)

ACADEMIC YEAR
2023-2024

AAA SCHEDULE
16-11-2023 to 18-11-2023

SHRI VENKATESHWARA UNIVERSITY
GAJRAULA



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FORWARD

Academic and Administrative Audit (AAA) is a critical component of Shri Venkateshvara University, Gajraula's commitment to quality assurance and continuous improvement. This rigorous approach assures that our academic and administrative practices meet the highest standards, producing an atmosphere that values excellence, creativity, and accountability.

The AAA performs a variety of responsibilities, including curriculum relevance evaluation, infrastructure adequacy, and support systems assessment. Through this audit, we hope to continue our purpose of offering great education and strong support to our students, professors, and staff. The audit results enable us to identify strengths, solve difficulties, and establish concrete goals that contribute to the continuous improvement of our institutional procedures.

The AAA contributes significantly to the advancement of our strategic goals by rigorously examining both academic and administrative domains. This paper summarizes our findings and recommendations, providing the framework for future growth and development. Our combined commitment to these ideals not only improves the university environment, but also strengthens our position as a leading institution dedicated to changing people's lives through education.



MESSAGE FROM VICE CHANCELOR

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

At Shri Venkateshwara University, we are resolute in our pursuit of academic and administrative excellence. The Academic and Administrative Audit (AAA) represents our proactive approach to ensuring that all aspects of our school meet the highest standards. Through this approach, we demonstrate our commitment to creating a learning environment that not only supports but also empowers our students, professors, and staff to succeed.

The AAA is more than just an evaluation tool; it is an important step toward continual improvement, innovation, and accountability. We are able to maintain our vision of academic quality and operational integrity by conducting systematic assessments of our programs, facilities, and administrative practices. I am extremely proud of our AAA committee's tireless efforts and the collective dedication of our academic and administrative teams to this critical process.

As we move forward, I am optimistic that the audit's findings and recommendations will help us strengthen our foundation, expand our educational offerings, and encourage an environment of development and opportunity. Together, we will uphold Shri Venkateshwara University's core values of excellence, integrity, and advancement.

Best Wishes



ABOUT SHRI VENKATESHWARA 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 thorough procedure designed to evaluate and improve the quality, effectiveness, and efficiency of our academic and administrative operations. This audit is critical to our commitment to continual development, as it ensures that our university maintains the highest levels 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

The Academic and Administrative Audit was carried out by a AAA committee which included the following members:

- **Chairperson:** Ms. Anna Brown, Dean, School of Nursing, SVU, Gajraula

- **Members:**
 - Prof. (Dr.) Ashwin Kumar Saxena, Dean, School of Pharmacy, SVU, Gajraula
 - Prof. (Dr.) Yogeshver Prasad Sharma, School of Education, SVU, Gajraula
 - Prof. (Dr.) Tejpal Singh, School of Agricultural Sciences, SVU, Gajraula
 - Prof. (Dr.) Rajesh Singh, School of Applied Sciences, SVU, Gajraula

- **External Members:**
 - Prof. (Dr.) VPS Arora, Former Vice Chancellor & Principal Advisor, SVU, Gajraula
 - Dr. Neetu Panwar, Associate Professor & Director IQAC, IIMT University, Meerut

- **Member Secretary:** Prof. (Dr.) Sarbananda Sahoo, Dean, School of Commerce and Management, SVU, Gajraula

AAA COMMITTEE VISIT SCHEDULE

Visit Dates: 16-11-2023 to 18-11-2023

Sr. No	School	Visit Date	Time
1	School of Pharmaceutical sciences	16-11-2023	10:00 AM to 11:00 AM
2	School of Commerce & Management	17-11-2023	11:00 AM to 12:00 PM
3	School of Education	17-11-2023	11:00 AM to 12:00 PM
4	School of Humanities, Languages & Social Sciences	17-11-2023	11:00 AM to 12:00 PM
5	School of Library and information sciences	17-11-2023	11:00 AM to 12:00 PM
6	School of Pharmacy	16-11-2023	10:00 AM to 11:00 PM
7	School of Medical Sciences	18-11-2023	02:00 PM to 03:30 PM
8	School of Paramedical Sciences	18-11-2023	11:00 AM to 12:00 PM
9	School of Nursing	18-11-2023	11:00 AM to 12: 00 PM
10	School of Mass and Communication	18-11-2023	10:00 AM to 11: 00 PM
11	College of Pharmacy	16-11-2023	10:00 AM to 11:00 PM
12	School of Engineering and Technology	17-11-2023	10:00 AM to 11:00 PM
13	School of Law and Jurisprudence	16-11-2023	11:00 AM to 12: 00 PM
14	School of Agriculture Sciences	16-11-2023	11:00 AM to 12:00 PM
15	School of Applied Sciences	17-11-2023	10:00 AM to 11:00 AM

OBSERVATIONS OF THE AAA COMMITTEE

The AAA committee made the following observations during its visit to AAA:

- Student support system like placement, career counselling etc to be taken care
- Faculty publication can be improved
- More programs should be launched as per the market demand
- Centre of Excellence should be established
- Feedback mechanism should be strengthened
- Focuses on community services, social goods etc.
- Skill based research should be highlighted

RECOMMENDATIONS OF AAA COMMITTEE

Based on the observations, the AAA committee made the following recommendations for future improvements:

- Regular career guidance should be encouraged
- A homogenous research culture should be placed.
- To establish a Centre of Excellence (CoE) that fosters innovation, research, and skill development
- Planned sensitization for gender equality, environmental consciousness, sustainability and inclusiveness to be promoted
- Best activity should be identified out of action and innovative ideas developed by the school/College
- A dedicated program was designed to integrate skill-based research into the curriculum

ACTION TAKEN REPORT ON AAA COMMITTEE SUGGESTIONS

Based on the suggestions of the AAA committee, which visited the various schools between November 25 and November 26, 2022, the following activities were made for improvement:

S. No.	Recommendations of AAA Committee	Action Taken
1	Regular career guidance should be encouraged	Regular career counselling sessions and academic guidance workshops were conducted.
2	A homogenous research culture should be placed.	All the Deans have been suggested to encourage their faculty members to publish research paper, write research projects.
3	To establish a Centre of Excellence (CoE) that fosters innovation, research, and skill development	A steering committee was formed, comprising faculty, industry experts, and alumni
4	Planned sensitization for gender equality, environmental consciousness, sustainability and inclusiveness to be promoted	A series of awareness workshops, interactive seminars, and campus-wide campaigns were conducted
5	Best activity should be identified out of action and innovative ideas developed by the school/College	The institution conducted a comprehensive review of all implemented activities and innovative ideas
6	A dedicated program was designed to integrate skill-based research into the curriculum	Multiple skill-based research projects were successfully implemented, including a collaborative study



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ACADEMIC AND ADMINISTRATIVE AUDIT REPORT

A.Y. 2023-2024

Name of the School: School of Pharmaceutical Sciences
Audit Date: 16/11/2023
Time: 10:00 AM - 11:00 AM

AUDIT PARAMETERS

Observations of the AAA Committee	Curriculum was found to be satisfac-
	-tory. Proper implementation of
	Bloom taxonomy and CO's, PO's have
	bee implemented properly. The indust-
Recommendations of the AAA Committee	-rial visits are time to time.
	The laboratory should be well equipped
	as there are some flaws in it and
	lack essential chemicals. Need to focus
on Infrastructure maintenance and Research	
Output.	

SIGNATURE OF AAA COMMITTEE MEMBERS

S. No.	Name of AAA Committee Member	Signature
01	Prof. (Dr.) VPS Arora	
02	Ms. Anne Brown	
03	Prof. (Dr.) Ashwin Kumar Saxena	
04	Prof. (Dr.) Yogeshwar Prasad Sharma	



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A.Y. 2023-2024

Name of the School: School of Commerce and Management
Audit Date: 17/11/23
Time: 11:00 AM to 12:00 PM

AUDIT PARAMETERS

Observations of the AAA Committee	Most of the files are updated
	Infrastructure & Resources are available
	as per norms. / PR, Patents
	Industry visit records are good
	Library taxonomy needs to be implemented
Recommendations of the AAA Committee	Continuous elevation need to be implemented. Professor
	Chapter & syllabus needs to be improved.

SIGNATURE OF AAA COMMITTEE MEMBERS

S. No.	Name of AAA Committee Member	Signature
1.	Prof. (Dr.) VRS Anora	
2.	Prof. (Dr.) Ashwin Kumar Saxena	



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ACADEMIC AND ADMINISTRATIVE AUDIT REPORT

A.Y. 2023-2024

Name of the School: School of Education
Audit Date: 17/11/2023
Time: 11:00 am - 12:00 pm

AUDIT PARAMETERS

Observations of the AAA Committee	The current syllabus are
	strictly adhere as per NCTE
	norms and regulation
	Teachers are using ICT tools in their daily classes.
Recommendations of the AAA Committee	Alignment of departmental files
	are advised to maintain in proper manner.

SIGNATURE OF AAA COMMITTEE MEMBERS

S. No.	Name of AAA Committee Member	Signature
1.	Dr. Meeta Pandey	
2.	Dr. Tejpal Singh	
3.	Dr. Rajesh Singh	
4.	Dr. Yogeshwar Chandra	



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ACADEMIC AND ADMINISTRATIVE AUDIT REPORT

A.Y. 2023-2024

Name of the School: School of Humanities, Languages and Social Sciences

Audit Date: 17/11/2023

Time: 11:00 AM To 12:00 PM

AUDIT PARAMETERS

Observations of the AAA Committee	family trouble not family
	development. Industry
	visit records are good.
	Infrastructure & Resources
Recommendations of the AAA Committee	needs to be as per norms.
	working on many documents
	in few files; maintain
	files are updated.

SIGNATURE OF AAA COMMITTEE MEMBERS

S. No.	Name of AAA Committee Member	Signature
1.	Prof. (Dr.) VRS Anora	
2.	Prof. (Dr.) Ashwin Kumar Saxena	



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A.Y. 2023-2024

Name of the School: School of Library and Information Sciences
Audit Date: 17/11/2023
Time: 11:00 AM TO 12:00 PM

AUDIT PARAMETERS

Observations of the AAA Committee	mention of course end remedial
	classes & its success / failure
	impact need to be monitored
	bloomy Exponomy need to be
	propagated with proper training.
Recommendations of the AAA Committee	family members are requested
	& encourage to register
	for such courses

SIGNATURE OF AAA COMMITTEE MEMBERS

S. No.	Name of AAA Committee Member	Signature
1.	Prof. (Dr.) VPS Morea	
2.	Prof. (Dr.) Ashwin Kumar Sapre	



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A.Y. 2023-2024

Name of the School: School of Pharmacy
Audit Date: 16/11/2023
Time: 10:00 am - 11:00 am

AUDIT PARAMETERS

Observations of the AAA Committee	As per the PCI guidelines, the
	curriculum structure are
	designed and opted accordingly.
	the available infrastructure are
good in all terms.	
Recommendations of the AAA Committee	More number of industrial
	visits and internships are
	strongly advised.

SIGNATURE OF AAA COMMITTEE MEMBERS

S. No.	Name of AAA Committee Member	Signature
1.	Dr. Meenu Panwar	
2.	Dr. Rajesh Singh	
3.	Dr. Tejpal Singh	



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ACADEMIC AND ADMINISTRATIVE AUDIT REPORT

A.Y. 2023-2024

Name of the School: School of Medical Sciences
Audit Date: 18/11/23
Time: 2:00 pm TO 3:30 pm

AUDIT PARAMETERS

Observations of the AAA Committee	Recommendations of the AAA Committee
Most of the part of the above	meet to be Alumni is
criteria is satisfactory. few	planned on per norm.
Certificate course to be included	family members are included
Alumni involvement in half	& encourage to have petshades
year project to be improved	

SIGNATURE OF AAA COMMITTEE MEMBERS

S. No.	Name of AAA Committee Member	Signature
1.	Dr. Meeta Panwar	
2.	Dr. Rajesh Singh	
3.	Dr. Tejpal Singh	



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ACADEMIC AND ADMINISTRATIVE AUDIT REPORT

A.Y. 2023-2024

Name of the School: School of Paramedical Sciences
Audit Date: 18/11/23
Time: 11:00 To 12:00

AUDIT PARAMETERS

Observations of the AAA Committee	Overall performance for curriculum
	Plan & implementation is very
	good. Suggestion for organizing
	more number of workshop
Recommendations of the AAA Committee	open related subjects
	Organised extra lecture &
	Counseling done for slow
	learn student motivators
	to faculty through meeting

SIGNATURE OF AAA COMMITTEE MEMBERS

S. No.	Name of AAA Committee Member	Signature
1.	Dr. Neetu Panwar	
2.	Dr. Rajesh Singh	
3.	Dr. Tejpal Singh	



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ACADEMIC AND ADMINISTRATIVE AUDIT REPORT

A.Y. 2023-2024

Name of the School: School of Nursing

Audit Date: 18/11/2023

Time: 11:00-12:00 PM

AUDIT PARAMETERS

Observations of the AAA Committee	The available curriculum structure
	are as per I NC norms.
	The available departments documents
	are properly aligned.
Recommendations of the AAA Committee	More number of internship and
	practice are need to be incorporated.
	Continual assessment are required
	effective implementation.

SIGNATURE OF AAA COMMITTEE MEMBERS

S. No.	Name of AAA Committee Member	Signature
1.	Dr. Neetu Panwar	
2.	Dr. Rajesh Singh	
3.	Dr. Tejpal Singh	



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ACADEMIC AND ADMINISTRATIVE AUDIT REPORT

A.Y. 2023-2024

Name of the School: School of Mass and Communications

Audit Date: 18/11/23

Time: 10:00 AM TO 11:00 AM

AUDIT PARAMETERS

Observations of the AAA Committee	Recommendations of the AAA Committee
Institute Academic Calendar	Infrastructure & resources are
align with university calendar	already available as per the
Cos, Pos & Pro also available	norms and also improve
Research Publication by faculty	placements the department has done
need to be improved.	

SIGNATURE OF AAA COMMITTEE MEMBERS

S. No.	Name of AAA Committee Member	Signature
1	Dr. Nishu Panwar	
2	Dr. Rajesh Singh	
3	Dr. Tejpal Singh	



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ACADEMIC AND ADMINISTRATIVE AUDIT REPORT

A.Y. 2023-2024

Name of the School: College of Pharmacy
Audit Date: 16/11/2023
Time: 10:00 - 11:00 AM

AUDIT PARAMETERS

Observations of the AAA Committee	Overall the curriculum planning and implementation is good..
	The mentoring system is being implemented properly.
	The extra classes for slow learners is being taken from time to time
	The instruments need to be checked and updated as some are not working properly. Research output is to be taken into consideration at priority.
Recommendations of the AAA Committee	The instruments need to be checked and updated as some are not working properly. Research output is to be taken into consideration at priority.

SIGNATURE OF AAA COMMITTEE MEMBERS

S. No.	Name of AAA Committee Member	Signature
01	Dr. Meeta Panwar	
02	Dr. (Prof.) Yogeshwar Prasad Sharma	
03	Prof. (Dr.) Tejpal Singh	
04	Prof. (Dr.) Rajesh Singh	



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ACADEMIC AND ADMINISTRATIVE AUDIT REPORT

A.Y. 2023-2024

Name of the School: School of Engineering & Technology.
Audit Date: 17/11/23
Time: 10:00 - 11:00 am

AUDIT PARAMETERS

Observations of the AAA Committee	Curriculum Structure found
	satisfactory. most of the files are
	are updated accordingly. Inf
	rastructure & Resources are available
	as per the norms guidelines.
Recommendations of the AAA Committee	Professional chapter & Schedule
	need to be implemented.
	along to the continuing
	evaluation needs implemented.

SIGNATURE OF AAA COMMITTEE MEMBERS

S. No.	Name of AAA Committee Member	Signature
1.	Dr. Yogeshwar Prasad	
2.	Dr. Pooja Singh	
3.	Dr. Tejpal Singh	



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ACADEMIC AND ADMINISTRATIVE AUDIT REPORT

A.Y. 2023-2024

Name of the School: School of Law and Jurisprudence
Audit Date: 16/11/2023
Time: 11:00 AM to 12:00 PM

AUDIT PARAMETERS

Observations of the AAA Committee	2 blooms taxonomy needs to be
	implemented IPR, Patents,
	Industry cum research as guests
	most of the files are updated
Recommendations of the AAA Committee	Infrastructure & Resource should be expansions -
	Education continuons need to
	be implemed profeser of
	Admin & chapter need to
	be improvement.

SIGNATURE OF AAA COMMITTEE MEMBERS

S. No.	Name of AAA Committee Member	Signature
01	Dr. Sarbananda Sahoo	
02	Dr. Rajesh Singh	
3.	Dr. Tejpal Singh	



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A.Y. 2023-2024

Name of the School: School of Agriculture Science
Audit Date: 16/11/2023
Time: 10:00 AM - 12:00 PM

AUDIT PARAMETERS

Observations of the AAA Committee	Curriculum structure found satisfactory.
	Bloom's taxonomy needs to be implemented
	IPR, Patents, Industry visit records are good. Most of the files are updated
	Infrastructure & resource are available as per norms
	Professional chapter & Alumni's needs to be improvement.
Recommendations of the AAA Committee	Continuous education need to be implemented.

SIGNATURE OF AAA COMMITTEE MEMBERS

S. No.	Name of AAA Committee Member	Signature
1.	Dr. Sarbananda Sahoo	
2.	Dr. Rajesh Singh	
3.	Dr. Tejpal Singh	



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A.Y. 2023-2024

Name of the School: School of Applied Sciences
Audit Date: 17/11/2023
Time: 10:00 am to 11:00 am

AUDIT PARAMETERS

Observations of the AAA Committee	Department found with all the modern amenities.
	NEP is implemented with time to time amendments
	books are very systematically arranged
	Regular meeting with faculty members are advised.
Recommendations of the AAA Committee	Practical approaches and Scientific environment need to be added.

SIGNATURE OF AAA COMMITTEE MEMBERS

S. No.	Name of AAA Committee Member	Signature
1.	Dr. Sarbananda Sahoo	
2.	Dr. Rajesh Singh	
3.	Dr. Tejpal Singh	