



K.R. MANGALAM UNIVERSITY
THE COMPLETE WORLD OF EDUCATION

Audit Report

**Academic and Administrative
Audit (Internal)**

(2018-2019)



K.R. MANGALAM UNIVERSITY

THE COMPLETE WORLD OF EDUCATION

Report on

Academic and Administrative Audit

2018-19

Internal Auditors:

Dr Meena Bhandari

Dr Seema Raj

Ms Minakshi Katoch

Meena
Seema
Minakshi

IQAC
K.R. Mangalam University,
Sohna Road, Gurugram-122103

Contents

1. Introduction to Academic Audit	2
2. Schedule of the Academic Audit	3
3. Institutional Profile	3
4. Summary of Report	4
5. Overall Assessment	5
6. Suggestions	5
7. Conclusion	6

Jmt
Registrar
K.R. Mangalam University,
Sohna Road, Gurugram, (Haryana)



K.R. MANGALAM UNIVERSITY

THE COMPLETE WORLD OF EDUCATION

1. Introduction to Academic Audit:

The main objective of an academic audit is to ascertain schools have put in place adequate and effective quality assurance mechanisms in terms of strategies, procedures, their applicability, that ensures quality inputs and consequently quality outputs; their agility in ensuring continuous improvements along with review of available resources, their optimal utilization, additional resource requirements for providing quality education.

An increasingly prevalent trend in the higher education scenario in India in recent years is the willingness and drive by institutions and universities to introduce systems and practices in their work environment and establish high standards and benchmarks to guide their performance in keeping with the institution's vision and mission.

An increasing number of universities volunteer to have national and international agencies conduct critical reviews and audits of their operations and output. An increasing number of progressive establishments across the nation are becoming more aware of the need to engage in participatory learning and take advantage of the knowledge and resources provided by national organizations like the National Assessment and Accreditation Council (NAAC) & NBA etc.

Creation of internal quality assurance mechanisms help to inculcate the gains made from such efforts in the day-to-day work ethics and organizational culture of the institution is an indispensable requirement in any quality assurance scheme. The Internal Quality Assurance Cell (IQAC) advocated by NAAC belong to such recommendations.

2. Schedule of the Academic Audit:



K.R. MANGALAM UNIVERSITY

THE COMPLETE WORLD OF EDUCATION

School	Date	Time	Name of Auditor
SBAS	August 13, 2018	9.30 -11.30 AM	Ms Minakshi Katoch
SOET	August 13, 2018	1.00 -3.30 PM	Dr Seema Raj
SMAS	August 13, 2018	9.30 -11.30 AM	Dr Seema Raj
SOMC	August 13, 2018	1.00 -3.30 PM	Dr Meena Bhandari
SOLS	August 14, 2018	9.30 -11.30 AM	Dr Meena Bhandari
SOED	August 14, 2018	1.00 -3.30 PM	Ms Minakshi Katoch
SJMC	August 14, 2018	9.30 -11.30 AM	Ms Minakshi Katoch
SOAP	August 14, 2018	1.00 -3.30 PM	Ms Minakshi Katoch
SOFD	August 14, 2018	1.00 -3.30 PM	Ms Minakshi Katoch
SOHS	August 14, 2018	1.00 -3.30 PM	Dr Seema Raj

3. Institutional Profile:

The university was established in the year 2013. It offers UG, PG and Doctoral Programmes in various Disciplines.

Total Schools: 10

Total Students: 1645

No of Teaching Staff: 110 (full time+ visiting+ guest)

No of Non-teaching Staff: 52 (Admission + Registrar Office + Lab Assistants + Technicians + Library)

A Curriculum

- The Curriculum is being updated and revised periodically.


Registrar
K.R. Mangalam University
Gurgaon Road, Gurugram



K.R. MANGALAM UNIVERSITY

THE COMPLETE WORLD OF EDUCATION

- Separate Elective Courses are offered in most of the schools.
- The students are encouraged to take up Research in their respective domains.
- Placement Oriented Courses such as Optimization Techniques, Soft Skills and Communicative Skills are offered along with the curriculum prescribed by the University.
- Self-Learning is promoted through the Value-Added Courses.
- The students are given the opportunity to learn the art of doing a Project in House and Industrial Project through placement and Field visits.

B. Infrastructural Facilities

- ICT enabled Seminar Halls
- All Classrooms have Projectors in working conditions
- Wi-Fi enabled classrooms in all the blocks.
- RO Water Facility available on all floors
- Lift Facility available in all the blocks
- Sports ground and Gym facility

C. Library

Library Audit is conducted annually by a committee constituted by the Vice Chancellor. The report has been annexed.

4. Summary of Report

- Placement activities and placement related training are commendable
- The admission records are well maintained.
- The academic curriculum is geared towards attaining the desired learning outcomes.
- The curricular and the co-curricular activities are well balanced in the Teaching Learning environment to provide holistic education to the students.
- Teaching Learning and Evaluation has rigor and vitality.
- Equity of access is taken care of in the admissions.

5. Overall Assessment:

Institution overall Academic Audit was conducted in well organized and in transparent manner.



- Wi-Fi bandwidth is less needs to be increased
- Placement activities and placement related training are good.
- **National Service Scheme (NSS) unit:** Students participation in collecting the funds for noble cause, attending social camps, youth conventions, working closely with the Family Planning Association of India to create health awareness and creating awareness on HIV and AIDS, NSS programs have given new directions and dimensions to the youth and growth.
- **Alumni Association:** Alumni Association of the university needs to be registered.

6. Suggestions:

- More focus on experiential learning by conducting new experiments in the laboratory, projects, debate, case studies, quizzes etc.
- Innovative methods in teaching and evaluation process need to be adopted.
- Introduction of CBCS in undergraduate programs
- Increase in number of value-added courses and motivation to students to join value added courses.
- Use of standard formats for keeping the records
- More emphasis on research publications, patents etc.
- Encourage students to visit subject related industries, scientific laboratories, & exhibitions by arranging the tours for them.
- Guest lectures to be organized at regular interval by senior faculty members from reputed institutes of teaching and scientific laboratories for dissemination of practical knowledge.
- Improve the communication skills and knowledge, the students should be given additional remedial / tutorial classes. In addition, students should be given home assignments and encouraged to give presentations in the classroom.
- The participation of students in competition should be encouraged for inculcating language and presentation skills.

7. Conclusion

- Qualified and experienced faculty members.



K.R. MANGALAM UNIVERSITY

THE COMPLETE WORLD OF EDUCATION

- Vibrant and disciplined student community.
- Formulation and meticulous implementation of the academic calendar.
- Well planned Lesson plan execution by the faculty members
- Active student cooperation with the Institution.

IQAC
K.R. Mangalam University,
Sohna Road Gurugram-122103

J.M.
Registrar
K.R. Mangalam University
Sohna Road, Gurugram



Academic and Administrative Audit Checklist

School Name
Date of Audit
Audit Conducted By

Criterion	Yes	No
Program Objectives		
Are program objectives clearly defined?		
Are objectives aligned with program goals?		
Are objectives measurable and achievable?		
Are objectives regularly reviewed and updated?		
Curriculum		
Is the curriculum up-to-date and aligned with industry standards?		
Are courses relevant to program objectives?		
Is there a balance between theoretical and practical courses?		
Are prerequisites and co-requisites clearly defined?		
Is there a clear progression pathway for students?		
Course Materials		
Are course materials up-to-date and relevant?		
Are textbooks and other resources appropriate?		
Are supplementary materials provided when necessary?		
Teaching Methods		



K.R. MANGALAM UNIVERSITY
E D U C A T I O N F O R L I F E
(Recognized by UGC and a member of AIU)

Criterion	Yes	No
Are teaching methods effective in achieving learning outcomes?		
Are there opportunities for active learning and student engagement?		
Are appropriate instructional technologies utilized?		
Is there variety in teaching methods to accommodate diverse learning styles?		
Assessment		
Are assessment methods aligned with course objectives?		
Are assessments fair, reliable, and valid?		
Are grading criteria transparent to students?		
Is there a mix of formative and summative assessments?		
Faculty Qualifications and Development		
Are faculty members qualified and competent in their respective fields?		
Are faculty members engaged in ongoing professional development?		
Are teaching evaluations conducted regularly?		
Are faculty encouraged to incorporate innovative teaching methods?		
Infrastructure and Facilities		
Are facilities conducive to learning (e.g., classrooms, laboratories)?		
Is there adequate access to technology and equipment?		
Are facilities maintained and upgraded regularly?		
Is there sufficient space for student activities and		

Registrar
K.R. Mangalam University
Sohna Road, Gurugram, (Haryana)



K.R. MANGALAM UNIVERSITY
EDUCATION FOR LIFE
(Recognized by UGC and a member of AIU)

Criterion	Yes	No
collaboration?		
Feedback and Continuous Improvement		
Is there a mechanism for collecting feedback from students and stakeholders?		
Are feedback results analyzed and used for improvement?		
Are regular reviews and updates conducted to enhance the program?		
Accreditation and Compliance		
Is the program accredited by relevant accrediting bodies?		
Are there any compliance issues with regulatory standards?		
Are documentation and records maintained according to accreditation requirements?		
Overall Recommendations and Action Plan		
Signatures of Auditors:		

A handwritten signature in blue ink, appearing to be "J. D."

Registrar
K.R. Mangalam University
Sohna Road, Gurugram, (Haryana)