



K.R. MANGALAM UNIVERSITY
THE COMPLETE WORLD OF EDUCATION

Audit Report

**Academic and Administrative
Audit (Internal)**

(2019-2020)



K.R. MANGALAM UNIVERSITY

THE COMPLETE WORLD OF EDUCATION

Report on Academic and Administrative Audit

2019-20

Contents

1. Introduction to Academic Audit	2
2. Audit Committee Members and Schedule	3
3. General Observations	3
4. Suggestions	4-7
5. No. of Activities Organized	7-8

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

Kiray

Mouli

[Handwritten signature]

[Handwritten signature]
Registrar
K.R. Mangalam University
Sohna Road, Gurugram, Haryana

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) ensures and promotes quality culture.



K.R. MANGALAM UNIVERSITY

THE COMPLETE WORLD OF EDUCATION

2. Audit Committee Members: Dr Kiran Bala, Dr Seema Raj and Ms Mouli Chowdhury, IQAC Members

Schedule of the Academic Audit:

School	Date	Time	Name of Auditor
SBAS	October 10, 2020	10.00-1.00 PM	Dr Kiran Bala
SOET	October 10, 2020	10.00-1.00 PM	Dr Seema Raj
SOLS	October 10, 2020	10.00-1.00 PM	Dr Seema Raj
SOED	October 10, 2020	10.00-1.00 PM	Dr Seema Raj
SMAS	October 11, 2020	1.30-3.30 PM	Dr Kiran Bala
SOMC	October 11, 2020	1.30-3.30 PM	Dr Kiran Bala
SJMC	October 11, 2020	1.30-3.30 PM	Ms Mouli Chowdhury
SOAP	October 11, 2020	1.30-3.30 PM	Ms Mouli Chowdhury
SOFD	October 11, 2020	1.30-3.30 PM	Ms Mouli Chowdhury
SOHS	October 11, 2020	1.30-3.30 PM	Dr Seema Raj

3. General Observations:

- The Institution is a Haryana State Pvt University having 12f status.
- Progressive vision of the Management & Vice Chancellor with a definite plan of action following a decentralized administrative network
- ISO certified Institution
- School vision is in alignment with the institutional quality policies.
- Preparing for the First cycle of NAAC accreditation
- Adequate Library Facilities



- Support services such as canteen, hostels, and transportation are provided to faculty, staff students.

4. Specific area-wise suggestions

1. Periodic surveillance audits may be performed for keeping records updated
2. Provisions for full-fledged digital enquiry facility
3. Procurement of licensed software
4. Installation of CCTV for safety and security of students

4.1 Programs, Curriculum, and Supportive Courses

1. More programs, especially at the Postgraduate level may be started in accordance with NEP and stakeholder requirements
2. Specific documents may be kept in all schools regarding curriculum transaction, including Remedial, Tutorials, Industrial visits, educational tours etc.
3. Relevance of cross cutting issues should be categorized separately with specific mention
4. Feedback mechanism must be performed and completed with proper directions from IQAC
5. Offer more open electives, skill courses, value education etc. and mechanism to monitor the quality of these courses.
6. Creation of e-content for Common courses
7. More focus on Industry Connect

4.2 Teaching Learning and Evaluation

1. Systematic planned training should be given to all teachers on all areas of academic and extra-academic requirements through FDPs, Conferences, refresher courses etc.
2. More number of Professional skill development programmes to be organized for the teaching and non-teaching faculty
3. To motivate faculty for enrollment in Ph.D.



4. National and International exposure of teachers are highly suggested
5. Blended system of teaching integrating technology must be encouraged in accordance with the present-day requirements
6. Tutorial system must be strengthened especially at the undergraduate level to enhance the learning process
7. Continuous evaluation/formative assessment should be implemented to monitor the learning process
8. Overall Results of the institution must be improved.
9. LOCF to be adopted and training must be provided for all teachers in OBE. Outcome evaluation and analysis should be done meticulously. A monitoring committee may be formed for the purpose.
10. The present method of Feedback on curriculum should be made more effective.

4.3 Research and Extension

1. To initiate research culture in the campus and motivate and appreciate faculty for quality publications through incentives.
2. To encourage UG and PG students for research/Project work.
3. Sensitization programs through extension activities involving students in identified nearby villages to be organized systematically.

4.4 Administrative Staff

1. Trainings may be extended to segments of the administrative staff, such as Office, Security, attenders, Menial and other supportive personal.
2. Training should be given to faculty and staff in strengthening e-governance
3. Soft Skills training shall be provided to enhance staff-student, staff-faculty relationships yearly



4.5 Infrastructure

1. To create more labs as per requirement.
2. To upgrade existing ICT facilities, more software, Desktops, Wi-fi Speed etc.

4.6 Student Support and Progression

1. More common rooms shall be provided for the students.
2. Research students may be promoted with opportunities of Peer Teaching. A remuneration shall also be given to them.
3. A Career Assistance center may be formed to extend support to students for international exams like GRE, TOEFL etc.
4. Career counselling must be intensified to improve the attainment in competitive exams.
5. Skill development must be promoted further. There can be collaborations with external agencies like Skill Development Corporation of India.
6. Placement Cell of the university should be encouraged to have agreements with Industrial establishments for training and placements
7. University should investigate possibilities of collaborations with institutions for research and internships etc.

4.7 Library

1. Appreciable efforts are made to provide a better ambience for reading.
2. RFID and such other systems are in place
3. Digital remote access with digital repositories may be introduced to cater to the needs of online references.
4. Library Audit is conducted annually by a committee constituted by the Vice Chancellor. The report has been annexed.



4.8 Green initiatives and inclusiveness

1. The University is resorting to a green campus concept
2. Green/waste/energy audits were performed sufficiently
3. Sufficient information should be conveyed to students and staff regarding important days observed, national obligations, human rights, values etc. through the general display system of the campus.

4.9 Statutory Committees, Clubs, Cells, and Associations

1. The committees, clubs and cells are ample to meet the academic and non- academic requirements of the students. However, more effective events shall be organized to enhance campus experience and overall development of the students.
2. Systematic mechanism shall be implemented to ensure efficient functioning of the clubs and cells.

5. No. of Activities Organised

5.1 Onsite Activities Jan-March 2020

School	No. of Events
SBAS	2
SJMC	7
SMAS	4
SOAP	2
SOED	1
SOET	5
SOFD	5
SOHMCT	1
SOLS	3



K.R. MANGALAM UNIVERSITY

THE COMPLETE WORLD OF EDUCATION

SOMC	7
KRMU	2

5.2 Online Events March - July 2020

School	No. of Events
School Webinars	28
School Events	16
KRMU Webinars	8
KRMU Events	2
Online Courses	2

Prepared by: Internal Quality Assurance Cell

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


Registrar
K.R. Mangalam University
Gurugram, Haryana



K.R. MANGALAM UNIVERSITY

THE COMPLETE WORLD OF EDUCATION

Action Taken Report

Academic and Administrative Audit 2018-19

S. No	Suggestions	Action Taken
1.	Wi-Fi bandwidth needs to be increased	Communicated to IT for necessary action
2.	The university's Alumni Association needs to be registered.	To be proposed in BOM
3.	Experiential learning should be emphasised through new laboratory experiments, projects, debates, case studies, quizzes, etc.	Deans for compliance
4.	Innovative methods in the teaching and evaluation process need to be adopted.	Academic Affairs office to prepare SOPs
5.	Introduction of CBCS in Undergraduate Programs	To be implemented from 2019-20
6.	Increase in the number of value-added courses and motivation to students to join value-added courses.	Implemented
7.	More focus on research projects and publications	Research Policy to be revised and incentive scheme to be introduced
8.	Senior faculty members from reputed teaching institutes and scientific laboratories to be invited as guest lectures to disseminate practical knowledge.	Deans to ensure and comply

K. Jay
26/12/2019

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

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



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)

