

2016-17

MINUTES OF THE MEETING OF ACADEMIC AUDIT COMMITTEE (AAC) IN GEOGRAPHY HELD ON MARCH 16, 2018 (FRIDAY) AT 11:00 A. M. IN THE OFFICE OF HEAD, DEPARTMENT OF GEOGRAPHY, MAHARSHI DAYANAND UNIVERSITY ROHTAK

A meeting of the Academic Audit Committee (AAC) to carry out the Academic Audit of the Department was held on 16/03/2018 in the office of the Head, Department of Geography.

The following members of the committee were present:

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|----|---|-------------------------|
| 1. | Prof. Mazhar Ali Khan,
Dept of Geography,
Jamia Millia Islamia New Delhi | Member (Outside Expert) |
| 2. | Prof. S. P. Kaushik,
Dept of Geography,
Kurukshetra University, Kurukshetra | Member (Outside Expert) |
| 3. | Prof. Nina Singh,
Dean Faculty of Social Sciences,
M.D. University, Rohtak | Member |

The members of the committee interacted with the faculty members and students of the department. The members sought their feedback about teaching, research, other facilities and activities in the Department. The members have gone through the Annual Departmental Report, Departmental profile (ANNEXURE - I), Achievements of the faculty members (ANNEXURE - II) Self-Evaluative Report (ANNEXURE - III) placed by the Head of the Department to the AAC.

The committee made the following observations/recommendations:-

Curriculum Aspects

- a) The following Four courses were running in the Department in the session 2016-17:
1. M. A. Geography (2 years) Programme with an intake of 50 students.
 2. P. G. Diploma in Remote Sensing and GIS (One Year) with an intake of 15 students.
 3. M. Phil. (Geography) with an intake of 15 students.
 4. Ph.D. (Geography)
- b) The syllabi of all the above mentioned courses are mainly in accordance with UGC curriculum. As a result, more than 15 students qualified the NET/JRF (UGC). All the courses focus on employability and development aspects.

2016-17

- c) Emphasis is also laid on enhancing the Computer skills of the students.
- d) The feedback from the students was taken in form of the feedback proforma and the suggestions were incorporated. Feedback for the session 2016-17 reveals that the students have rated the department in the "Very Good" category giving average 3.47 score (A grade out of the maximum score of 4).

The Committee Members also interacted with the students. The feedback obtained from the students by the committee revealed that:

- The students have free accessibility to meet the HOD as well as all the other members of faculty whenever required.
- Library is very rich so far as the quantity and the quality are concerned and being used by the students regularly which help them enrich their knowledge in the profession/life.
- The students apprised the committee that there should be more number of instruments in the lab and also reported overlapping of syllabus in few courses offered in different semesters.

Teaching Learning and Evaluation Aspects

- a) The courses running in the Department are in great demand as is evident from the following:

The Department received total 1156 applications against 94 seats all together in the department.

- 748 applications were received against 50 seats of M.A. Geography (2 year programme)
 - 50 applications were received against 15 seats of P. G. Diploma in Remote Sensing and GIS (One year programme)
 - 179 applications were received against the total available 15 seats for M. Phil.
 - 179 applications were received against the total available 09 seats for Ph.D.
- b) Apart from regular examinations, the Department strictly follows University norms for continuous evaluation of students in the form of class tests, assignments and regular presentations.
- c) Department has 12 faculty members, which includes 10 Professors and 02 Associate Professors.
- e) Out of 12 teachers, 11 are Ph.D. degree holders and one other is pursuing their Ph.D.

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- f) Teacher- student ratio is 1:11.41
- g) Teacher-Research Scholar ratio is about 1: 5.

Research Consultancy and Extension Aspects

- a) The faculty members of the Department are actively engaged in the research activities which are evident from the total twenty seven numbers of research papers has been published by them till June, 2017 and also the total seven numbers (07) of Ph.D.'s awarded during 2016-17.
- b) Most of the faculty members have participated in seminars/conferences/workshops and delivered invited lectures also during 2016-17.
- c) Two major research projects are ongoing in the department.
- g) Teachers of the department are invited as resource persons in the refresher/orientation courses.
- h) Faculty members are invited by various colleges/universities for delivering extension lectures.

Infrastructure and Learning Resources

- a) The Department is well equipped in terms of Computer Labs, the Departmental Library in addition to the Central Library, Class Rooms and other support systems. During the session 2016-17, the department was having more than sixty computers in its six labs and more than 1700 books in its Departmental Library in addition to thousands of books and more tens of Journals in Geography available in the Central Library of the University.
- b) Students are encouraged to e-learning with the help of internet facilities in the Department
- c) As many as 50 students were pursuing their Ph.D. degree during 2016-17.

Students Support and Progression Aspects

1. Drop out ratio is very less i.e. 10 per cent.
2. The Department has established Career Counselling and Placement Cell and under the charge of the faculty members.

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Innovative Practices

The Department focuses on multi-skill development in its programmes by introducing varied contents. Various activities including encouraging students to participate in variety of co-curricular and social activities are performed in the Department along with the course of study which help them develop multi-skills.

The following measures are taken by the department for quality sustenance and enhancement in curricular aspects.

- Feedback mechanism.
- Conduct of Departmental meetings.
- Periodical evaluation of curriculum.
- IQAC guidance.

The very basic thing done for the quality sustenance and quality enhancement is the preparation and publication of academic calendar at the very opening of academic year. The teachers devote their time in personal counselling and encourage the students for various socio-cultural, political and moral activities. The academic enhancement is stressed by arranging educational tours to different physical-social environment and guest/extension lectures. The teachers motivate the students to follow reference books also.

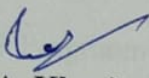
Efforts are made by the department to have good co-ordination and harmony among the teachers and students. In the beginning of the session the department organise the induction programme for newly arrived students in the department. Students organise and manage two cultural parties every year one welcome party and other farewell party. The best practices of the Department are the regular updation of syllabi and encouragement for research.

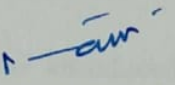
Overall, the Department is doing very well, students are satisfied with the faculty members and the infrastructural facilities provided by the department, the department utilizes the grant provided to it timely and properly. Though, the Department is rated as 'very good' in all the above aspects, yet the following weaknesses is also observed:

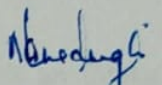
- The Department needs adequate space.
- The Department should form Alumini Association at departmental level and should hold its meeting regularly.

2016-17

- There should be a separate suitable place (conference hall) for the research scholars with provision of adequate sitting facility, electricity/internet connections etc.


(M. A. Khan)


(S. P. Kaushik)


(Nina Singh)

Academic Audit Report (2016-17)

The Academic Audit Committee comprising of Prof. A.S. Boora, Dean- Faculty of Management Sciences, M.D.U- Rohtak, Mohd.Sahid Hasnain, Principal IHM, Rohtak, Prof Shweta Hooda- BPS Women University, Khanpur Kalan, Sonipat & Prof. Ashish Dahiya-Director, Institute of Hotel and Tourism Management, MDU-Rohtak, conducted the Academic Audit of the Institute on 27 March 2018. In view of the standardized criteria and evaluative reports presented by the Institute, the following observations and suggestions were made by the committee.

Criterion-1: Curricular Aspects

The development of the course curriculum of the Institute is done on the basis of guidelines of UGC/AICTE/Haryana Govt. The periodic feedback from the direct stakeholders including the students, parents, industry and society at large is given significant importance. The Choice Based Credit System (CBCS) at Post-Graduate level is earning applause as it gives opportunity to students to choose liberally the subjects of their choice from diverse options leading them to explore their potentials. The committee suggests further strengthening of the course-curriculum can be done by focusing more upon practical exposure, brain-storming tasks, in-house competitions, project based learning, usage of thinking & creativity tools and online learning etc. The valuable inputs from the industry in expandable interactive sessions time to time are essential to well equip the students for professional growth and development. The committee also recommends to involve industry personnel/expert team from corporate sector in B.O.S. The committee noted that the Institute has organized guest/extension lectures by inviting experts from industry and academics. The committee feels that these kind of lectures should be organized more frequently.

Criterion-2: Teaching, Learning & Evaluation

The teaching pedagogy observes the UGC norms and guidelines strictly. The committee also opines that the regular appointments may be done as there has been a long time, the regular recruitments have been made. Despite regular faculty is doing commendable job, it would be beneficial if some new faculty resources are inducted. It is notable to mention that CBCS papers are open for other discipline students as well. They need to be promoted or listed at appropriate forum. The examination criteria & patterns are well defined, supplemented by internal assessment & practical assessment for overall evaluation. The teaching is student centric and the Institute observes activity based.

Criterion-3: Research, Consultancy & Extension learning

It is quite impressive to see that the faculty members of IHTM have submitted proposals for UGC-ePG Pathshala and the faculty has a strong base in Hotel & Tourism Operations. It is praise worthy that faculty members have completed UGC minor & major projects. PhD programme is attracting good number of candidates from the country. It is suggested that faculty may also apply for research projects and MOOC programmes in future. The academic audit committee is happy to note that in Research, Consultancy & Extension learning the faculty and students of IHTM have contributed in a great way for hospitality, food festival and adventure festival at National Youth Festival. It is also proposed that in future Institute/Faculty may levy consultancy charges which will add rigor and shall help in attaining professional excellence.

Shweta
27.03.18

Mohd Sahid
1

Ashish
27/3/18

A.Boora

Criterion-4: Infrastructure & Learning Resources

The committee observes that the highly impressive physical infrastructure of IHTM provides quite a learning environment to the students. The software of front office laboratory is appreciable. The digital section in the Institute library may be strengthened further. The Institute has state of art facilities to train students for Hospitality and Tourism. The committee observes that the necessary action for pursuing Central Financial Assistance grant from Ministry of Tourism (MOT), Govt. of India has been taken and there is no delay on part of Institute or University in this regard. Further, upon discussion it was observed that from other universities of the state like Kurukshetra University, Kurukshetra, BPS Women University, the grant is still awaited from esteemed Ministry. The necessary follow up or official visits may be made to MOT to persul the same further.

Criterion-5: Student support and progression

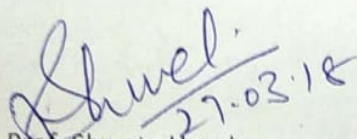
The committee observes that the Institute emphasizes greater importance to training, placement, skill & personality development of the students. It is suggested that the institute may build a detailed data bank of its alumni & invite them time to time to orient the students professionally. It is praiseworthy to note that the students of IHTM are doing commendable job both in Industry and academic, not only in India but also abroad.

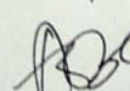
Criterion-6: Governance, Leadership and Management

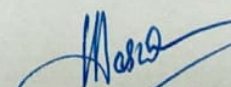
The committee observes that the Institute is striving towards good governance. The organization of periodical parent teacher meeting is laudable step in providing a platform to meet the direct stakeholders i.e. the parents & exchange the information on student's performance that is absolutely beneficial for students academic growth. The usage of mobile online technology to connect to parents and the students is also praiseworthy. Having such practices it is encouraged that the Institute should apply for discipline specific ranking/ listings.

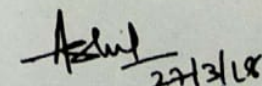
Criterion-7: Innovations & Best Practices

The eco-friendly initiative of the Institute like observing Saturday as car-free day, organizing plantation and blood donation activities, cleanliness campaigns, Yoga day, Voters' Pledge, Campaign to promote cashless transactions and gender sensitization initiative are noticeable efforts of service to the society. Appraisals and certifications to the students contributing in various events and activities help in building confidence amongst students towards better career placement. Besides this, the Institute also strives for excellence in developing professional competitions among students by organizing festivals such as Diwali Mela with the Haryana Tourism., Cake Carnival with local cafe's and Falgun Mela at University Campus. The committee suggests that these activities should on go and professional societies like Indian Federation of Culinary Arts, Indian Housekeepers club etc. and other bodies may be associated in near future.


27.03.18
Prof. Shweta Hooda
(External Expert)


Prof. A.S.Boora
(Dean-FMS)


Mohd. Shahid Hasnain
(External Expert)


27/3/18
Prof. Ashish Dahiya
(Director-IHTM)



MAHARSHI DAYANAND UNIVERSITY ROHTAK

A State University established under Haryana Act No.XXV of 1975)

'A' Grade University Accredited by NAAC

DEPARTMENT OF POLITICAL SCIENCE

Report of the Academic Audit Committee (AAC) that Audited the Department of Political Science, M.D. University, Rohtak on 16.03.2018.

The meeting of the Academic Audit Committee (AAC) for the Department of Political Science, M.D. University, Rohtak was held on 16.03.2018 in the office of the Head, Department of Political Science and the following were present.

1. Prof. Nina Singh
Dean, Faculty of Social Science
M.D. University, Rohtak
2. Prof. Ranbir Singh,
Head, Deptt. of Political Science
M.D. University, Rohtak
3. Prof. Abdul Nafey
Jawaharlal Nehru University,
New Delhi
4. Prof. Nisar UI Haq
Dept. of Political Science
JMI, New Delhi

The AAC considered the following required documents placed by Head of the Department for the purpose of academic audit for the year 2016-17.

- i) Curriculum Aspects
- ii) Teaching- Learning and Evaluation.
- iii) Research, Consultancy and Extension
- iv) Infrastructure and Learning Resources
- v) Students support and Progression
- vi) Innovative Practices.

The committee visited the office of the department, class rooms, faculty rooms etc and interacted with all the faculty members. An interaction was also made with the M.A./M.Phil. students and the research scholars of the department and sought their feedback on different aspects.

Observations of the AAC



MAHARSHI DAYANAND UNIVERSITY ROHTAK

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Strengths of the Department

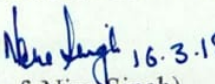
- The Department is well equipped in terms of LCD, Computers, Wi-Fi and other necessary support system.
- The Department is doing its best in terms of academic curricula and research activities. The students are quite satisfied with teaching in the department.
- The faculty is competent and producing good number of publications as well as guiding M.Phil and Ph.D. students.
- The Department has tremendous potential to conduct big events such as National Conferences, Workshops and Seminars.

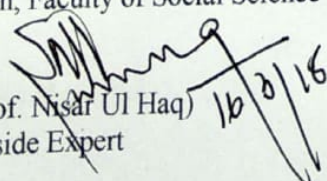
Further Improvements:

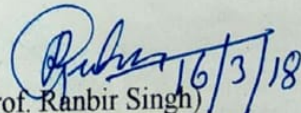
- The University needs to fill the existing vacant faculty. It will further enable the faculty to concentrate more on research studies.
- The department has 04 faculty members whereas the student strength is approximately 130. However the class rooms available are only two. Therefore One more class rooms, 3 faculty rooms are required.
- The Department may initiate for collaboration with national and international agencies for research and development.
- The Department may initiate to run the certificate/diploma courses in Political Science.
- Centre for South Studies may be opened in the Department of Pol. Science
- Elective Course on Latin American State and Society may be started for next academic session.

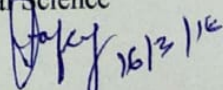
The Committee is happy to note that the faculty is highly motivated and Chairperson is providing dynamic academic leadership to them. We wish to extend all kinds of support to the department so that it can become a department with academic excellence.

The Committee appreciated the achievements and progress of faculty members in academic field.


(Prof. Nina Singh)
Dean, Faculty of Social Science


(Prof. Nisar Ul Haq)
Outside Expert


(Prof. Ranbir Singh)
HoD, Political Science


(Prof. Abdul Nafey)
Outside Expert

MINUTES OF THE MEETING OF ACADEMIC AUDIT COMMITTEE (AAC) IN MATHEMATICS HELD ON 21st MARCH, 2018 (WEDNESDAY) AT 12:30 P.M. IN THE OFFICE OF HEAD, DEPARTMENT OF MATHEMATICS, MAHARSHI DAYANAND UNIVERSITY, ROHTAK

A meeting of the Academic Audit Committee (AAC) comprising the following members to carry out the Academic Audit of the Department was held on 21/03/2018 in the office of the Head, Department of Mathematics.

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|----|---|--|
| 1. | Prof. V.K. Sharma
Dean Faculty of Physical Sciences
M.D. University, Rohtak | Member |
| 2. | Prof. Kuldeep Bansal
Dept of Mathematics, GJU, Hisar | Outside Expert |
| 3. | Prof. Anil Vashistha
Dept of Mathematics
KUK | Outside Expert (Consented but
could not attend the meeting) |

The members of the AAC interacted with the faculty members and students and sought their feedback about teaching, research, other facilities and activities in the Department. The committee has gone through the Annual Departmental Report, Departmental profile (ANNEXURE-I), Self-Evaluative Report (ANNEXURE-II), the achievements of the faculty members for the academic year 2016-17 (ANNEXURE-III), Faculty participation in conferences and symposia (ANNEXURE-IV) and Proforma for feedback from students, Alumni, employer were placed by the Head of the Department to the AAC.

After going through all the above aspects, the Committee made the following observations/recommendations:-

Curriculum Aspects

- a) The following five programmes were running in the Department in the session 2016-17:
1. M.Sc. Mathematics (2-Year) with an intake of 60 students
 2. M.Sc. Mathematics with Computer Science under (2-Year) Self Financing Scheme with intake of 60 students
 3. 5-Year Integrated M.Sc. (Hons.) Mathematics with intake of 60 students
 4. M.Phil. (Mathematics) with an intake of 12 students
 5. Ph.D. (Mathematics)
- b) Schemes of M.Sc. Mathematics (Semester-I&II) and M.Sc. Mathematics with Computer Science (Semester – I& II) programmes were implemented as per CBCS from 2016-17. The syllabi of all the programmes running in the Department in accordance with UGC curricula. About 15 candidates qualified the NET/JRF (UGC-CSIR) in 2016-17.
- c) Emphasis is also laid on enhancing the Computer skills of the students.

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- d) The feedback from the PG students obtained by the Department of Mathematics on the prescribed proforma revealed that the department is in "very good" category in all the 21 parameters mentioned in the proforma.

Interaction of the Committee Members with the students revealed that:

- The students have free accessibility to meet the HOD as well as all the other faculty members whenever required.
 - Departmental as well as Central Library is very rich so far as the quantity and the quality are concerned and being used by the students regularly which help them enrich their knowledge in the profession/life.
- e) Feedback obtained from the parents shows the strong agreement on almost all the parameters by the parents.

Teaching Learning and Evaluation Aspects

- a) The programmes running in the Department are in great demand as is evident from the number of applications received by the Department which was about fifteen (15) times the number of seats for PG Programmes and more than twenty (20) times for M.Phil / Ph.D Programmes.:
- b) Apart from regular examinations, the Department strictly follows University norms for continuous evaluation of students in the form of class tests, assignments and regular presentations.
- c) Tutorials/Remedial classes are also conducted for the overall academic improvement of the students.
- d) Department had 16 faculty members, which includes 07 Professors, 01 Associate Professors, 07 Assistant Professors and 01 Professor Emeritus during the session 2016-17, out of which 14 are Ph.D. degree holders and the others are pursuing their Ph.D.
- e) Teacher students ratio is about 1:38 and the Teacher-Research Scholar ratio is about 1: 3.

Research Consultancy and Extension Aspects

- a) The faculty members of the Department are actively engaged in the research activities as is evident from the total number of research papers published till 30th June 2017, the number of papers published in the session 2016-17 and also from the number of Ph.D.'s awarded during 2016-17. The research contribution by the existing teachers of the department is

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Period	Number of papers published in journals	Number of Chapters in Books	Number of Books Edited	Number of Books with ISBN with details of Publishers	Number of Papers in Proceedings of the Conferences
Till 30-06-2017	562	09	10	15	68
2016-17	50	-	--	--	01

- b) All the faculty members participated and all the professors were invited as resource persons in conferences/workshops/seminars during 2016-17.
- c) Some faculty members of the Department are engaged in collaborative research work in India and Abroad.
- d) Teachers of the department are invited as resource persons in the refresher/orientation courses.
- e) Faculty members are invited by various colleges/universities for delivering extension lectures also.

Infrastructure and Learning Resources

- a) The Department is well equipped in terms of Computer Labs, the Departmental Library in addition to the Central Library, Class Rooms and other support systems. During the session 2016-17, the department was having 190 computers in its three labs and 19911 books in its Departmental Library in addition to thousands of books and hundreds of Journals in Mathematics available in the Central Library of the University.
- b) Students are encouraged to e-learning with the help of internet facilities in the Department
- c) As many as 46 students were pursuing their Ph.D. degree during 2016-17.

Students Support and Progression Aspects

1. Drop out ratio is very less i.e. 4 per cent.
2. The Department has established Career Counselling and Placement Cell and Alumni Co-ordination Cell under the charge of the faculty members.

Innovative Practices

The Department focuses on multi-skill development in its programmes by introducing varied contents. Various activities including encouraging students to participate in variety of co-curricular and social activities are performed in the Department alongwith the course of study which help develop multi-skills.

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The following measures are taken by the department for quality sustenance and enhancement in curricular aspects.

- Feedback mechanism.
- Conduct of Departmental meetings.
- Periodical evaluation of curriculum.

The academic calendar is notified at the very opening of academic year. The teachers devote their time in personal counselling and encourage the students for various socio-cultural, political and moral activities. The academic enhancement is stressed by arranging extra revisions, remedial classes, educational tours and guest/extension lectures. The teachers motivate the students to follow reference books also.

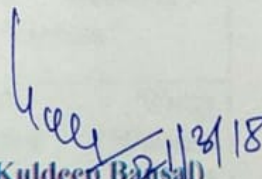
The efforts are made by the department to have good co-ordination and harmony among the teachers. The best practices of the Department are the regular updation of syllabi and encouragement for research.

Overall, the Department is doing very well, students are satisfied with the faculty members and the infrastructural facilities provided by the department, the department utilizes the grant provided to it timely and properly. Though, the Department is rated as 'very good' for almost all the aspects, yet the following weaknesses is also observed:

- ❖ The Department is short of 18 regular teachers whose work-load is being covered by the research scholars/guest faculty.
- ❖ Shortage of specialized teaching staff in some domains and hence students get less choice for optional papers. .

The above weaknesses can be overcome if 18 regular posts are created and filled up keeping in view the specialization required.


(V.K. Sharma)
21/2/18


(Kuldeep Bansal)
21/2/18

MAHARSHI DAYANAND UNIVERSITY, ROHTAK
DEPARTMENT OF HINDI

A meeting of Academic Audit Committee of Hindi Dept. was held on 21-03-2018 at 11:30 a.m. in the office of Head, Dept. of Hindi. The following members were present:


1. Prof. Surender Kumar,
Dean, Faculty of Humanities
2. Prof. Krishna Hooda, Dept. of Hindi,
C.C.S. Agriculture University, Hisar
3. Prof. Puran Chand Tondon, Dept. of Hindi,
University of Delhi, New Delhi

The Committee after going through the proforma provided for the Audit purpose, inspected the physical infrastructure of the Dept. and found it sufficient. However, the Committee found that the Language Lab and Departmental Library be established, it could have enriched the Department furthermore.

The Committee feels satisfied as regard to the excellence of syllabi and courses of the M.A., M.Phil and P.G Diploma in Translation. Modification in PG syllabi in the lines of CBCS is also commendable.

The Committee also interacted with the faculty members and research scholars of the Department and came to the conclusion that Research activities are quite satisfactory. The Dept. is very dynamic in organizing seminars and extension lectures. It has also taken interest in encouraging creative activities in the Dept. in organizing 'Colloquium' for Research Scholars, 'Creative Writing' and 'Lekhak Se Samvad'.

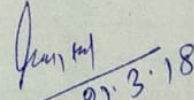
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Prof. Surender Kumar
Dean, Faculty of
Humanities, M.D.U.R.


21/3/18

Prof. P.C. Tondon
Outside Expert


21/3/18

Prof. Krishna Hooda
Outside Expert

Dean
Faculty Humanities
M.D. University, Rohtak

**REPORT OF THE ACADEMIC AUDIT COMMITTEE(AAC) THAT
AUDITED THE DEPARTMENT OF COMPUTER SCIENCE &
APPLICATIONS, M.D.UNIVERSITY ROHTAK ON 17.05.2017 AT 9.30 AM
IN THE SEMINAR ROOM OF THE DEPARTMENT**

The meeting of the Academic Audit Committee (AAC) for the Department of Computer Science & Applications (DCSA), M.D. University, Rohtak was held on 17.05.2017 in the Seminar Room of the Department and the following members were present:

1. Prof. M.N. Hoda,
Director, Institute of Computer Applications and Management,
Bharti Vidyapeeth University, A-4, Paschim Vihar, New Delhi.
2. Prof. Pardeep K. Bhatia,
Department of Computer Science & Engineering,
G.J. University of Science & Technology, Hisar.
3. Prof. V. K. Sharma,
Dean, Faculty of Physical Sciences,
M.D. University, Rohtak.

The Head of the Department made a comprehensive presentation of the profile of the Department highlighting all the achievements of faculty members, students' record and all other facilities. The members of the AAC interacted with the faculty members and browsed students' feedback about teaching, research and other facilities and activities in the Department. The AAC took a stock of the Annual Department Reports and the achievements of the faculty members for the academic year 2016-17 placed by the Head of the Department to the AAC.

After going through all the above aspects, the Committee made the following observations/recommendations:

Curriculum Aspects

- a) The following courses are being run in the Department
 1. MCA-Three year Programme
 2. M.Tech. (Computer Science)-Two year Programme
 3. M.Sc. (Computer Science)
 4. Ph.D. (Computer Science)
- b) The syllabi of all the courses mentioned are mainly in accordance with UGC/AICTE curriculum. As a result reasonably good placements of eligible and interested students were witnessed apart from about 15 students who qualified the UGC NET/JRF.
- c) The feedback from the students was received by the Department in the form of the prescribed feedback proforma. Feedback for the session 2016-17 reveals that the students have rated the Department in the Very Good category giving average 3.27 score (M.Sc.-



3.1, M.Tech.-3.77, MCA-2.96) out of the maximum score of 4 in the session 2016-17 respectively.

- d) The students have full accessibility to the Head of the Department as well as all the other faculty members whenever required.
- e) The Department has a Library shared with University Institute of Engineering & Technology having more than 9954 books. It is pertinent to mention here that there is a subscription of hardcopy as well as online journals. In addition to these 8 Journals/Magazines are available in the Library in the shape of hardcopy.

Moreover, the students, research scholars and faculty members have an access to all e-Journals subscribed by Vivekananda Central Library. Online access to Journals related to Computer Science & IT, primarily include the following:

- SCOPUS
- Emerald

which enables the researchers wide access to research papers from several publishers and Journals resources.

LIST OF HARDCOPY JOURNALS/MAGAZINES FOR THE SESSION 2016-17

Sr. No.	Name of the Journal	Address
Foreign Journal		
1.	International Journal of Dataware Housing and Mining	IGI Global Customer Service, 701 E, Chocolate Avenue, Hershey, PA 17033-1240 USA
Indian Journal/Magazines		
1.	CSI Communication	Computer Society of India 122, TV Industrial Estate, SK Ahire Marg, Worli, Mumbai-400030
2.	Journal of CSI	-do-
3.	Computer Sanchar (H)	Inida Publications Aahluwalia Business Centre, 2652, Stuti Building Bank Street, Karol Bagh, New Delhi-110009
4.	Data Quest	Cyber House, B-35, Sector-32, Institutional, Gurgaon-122002 (Haryana)
5.	PC Quest	-do-
6.	Express Computer	The Indian Express Newspaper Ltd. Business Publication Division, 1st Floor, Express Towers, Nariman Point, Mumbai-400021
7.	Open Source for You (Linux for You – old name)	EFY Enterprises Pvt. Ltd., D-87/1, Okhla Industrial Area, Phase-I, New Delhi-110020

- f) Feedback obtained from the parents also revealsthat there is strong agreement on almost all the parameters by the parents.

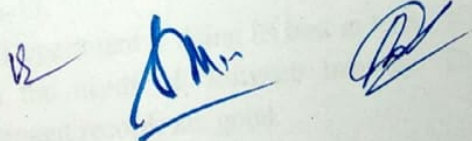
Teaching-Learning and Evaluation Aspects

- a) The admission to MCA-three year programmewas made by HSTES through online test/counseling.
- b) The admission to M.Tech. (Computer Science) was made during the session 2016-17 by the Department unlike previous years.
- c) The admission to M.Sc. (Computer Science) were made by the Department of its own during the session 2016-17.
- d) Apart from regular examinations, the Department strictly follows University norms for continuous evaluation of students in the form of class tests, assignments and regular presentations.
- e) Tutorials/remedial classes are also conducted for the overall academic improvement of the students.
- f) The Department organized time to time extension lectures/seminars/workshops by IT/Software Development companies as well as reputed experts from academia from the neighboring University to improve the technical and soft-skills of the students.
- g) Department has 08 regular faculty members, which includes two Professors and six Assistant Professors. Moreover, the Department has three Resource Persons on contractual basis.
- h) Teacher -students ratio is about 1:21
- i) Average Teacher –Research scholar ratio is about 1:3.3.

Research Consultancy and Extension Aspects

1. The faculty members of the Department are actively engaged in the research activities evident from the enclosed list with 72 number of research papers (59 in National/International Journals and 13 in Ntnl/Intl Conference Proceedings) during the academic year 2016-17 and five books.(See Annexure-A)
2. Most of the faculty members have participated in seminars/workshops and delivered invited lectures also during 2016-17. (See Annexure-A)
3. Department organized the Expert Sessions/Workshops as per details given below during the session 2016-17:

Name and affiliation of the guest speaker	Topic of the Extension Sessions/Workshops	Date	Participants
Allsoft Solutions and Services Pvt. Ltd.	Workshop on Cloud Computing	21.09.2016	All the students of the Department and Faculty Members of the Department



The Department also organized a National Conference as per details provided below:

Name of the Department	Date of the National/International	Theme of the Conference	Number of participants attended
Department of Computer Science & Applications	06.03.2017	National Conference on " <i>Emerging Trends in Cloud Computing and Big Data Analytics-2017</i> " (ETCCBDA-2017)	Approx. 300 delegates, faculty members and students

4. Teachers of the Department were also invited as Resource Persons in the Refresher/Orientation courses, Faculty Development Programmes, Workshops, Symposiums, Conferences, Seminars, etc. in the session 2016-17.
5. Faculty members were invited by the various Colleges/Institutions/Universities for delivering Extension Lectures/Expert sessions.

The Committee appreciated the achievements and progress of faculty members in academic field.

Infrastructure and Learning Resources Aspects

- a) The Department is well equipped in terms of Computer Labs, the Department Library shared with UIET in addition to Central Library, Well equipped Class Rooms and other support systems. The Department has come-up with one additional Computer Lab and as of now there are more than 177 computers, 22 Laptops, Audio Visual systems and three projectors. Moreover, the Department has got all computing facilities supplemented with all required software as per curriculum requirements.
- b) Students are encouraged for to e-learning through all accessible NPTEL online resources and other resources available at University Library portal.
- c) There are in all 23 Research Scholars enrolled for Ph.D. Seven students were enrolled for the Ph.D. programme during 2016-17 and one candidate has been awarded Ph.D. degree in the session 2016-17. Out of these there are two (02) Junior Research Fellow.

Strengths of the Department

- i) The Department is well equipped in terms of Computing facilities, Audio-Visual aids and other necessary support systems.
- ii) CBCS has been introduced in all the programs of the Department w.e.f. the session 2016-17.
- iii) The Department is doing its best in terms of academic curricula & its delivery in tune with the needs of Software Industry. The students are quite satisfied and the placement records are good.



- iv) The faculty is competent and producing good numbers of publications as well as guiding Ph.D. students.
- v) The Department introduced the M.Sc. (Computer Science) programme from the session 2014-15 and the Department has potential to introduce some more courses in the interest of the students.

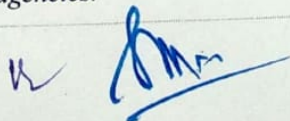
Innovative Practices

- a) The Department focuses on multi-skill development in its programmes by introducing varied contents. Various activities including encouraging students to participate in variety of co-curricular and social activities are performed in the Department alongwith the course of study which helps to develop multi-skills.
- b) The following measures are taken by the Department for quality substance and enhancement in curricular aspect:
 1. Feedback mechanism
 2. Conduct of Departmental Meetings
 3. Periodical evaluation of curriculum
 4. Implementation of IQAC initiatives and guidelines.

The very basic thing done for the quality enhancement done by the university is the presentation and publication of academic calendar at the very opening of academic year. The faculty members devote their time in personal counseling and encourage the students for various socio-cultural, technical and moral activities. The teachers motivate the students to follow reference books also. Further, the efforts made by the Department to have good co-coordination and harmony among the teacher. The best practices of the Department are the regular updation of syllabi and encouragement for research.

Overall, the Department is doing very well; students are satisfied with the faculty members and the infrastructural facilities provided by the Department. However, the committee is of the view that the following issues may be taken up by the University to gear it up to come-up as an Excellent Department at par with any other premier institution of the country:

- a) **Faculty Positions:** *Though two vacant faculty positions lying vacant since long have recently been filled-up, however, additional faculty positions (4+3) already under consideration of the University Authorities in view of the requirements of additional workload of M.Tech. (Computer Science) and M.Sc. (Computer Science) programmes need to be created on priority by taking-up the issue with the State Govt.*
- b) **Research and Collaboration:** *The Department may initiate International Collaboration for research and faculty development. Though Department has already initiated the practice of Ph.D. Thesis submission only on the basis of the research work leading to SCI, SCOPUS-indexed, and/or the Journals of repute included in the UGC prescribed list of Journals, however, the faculty needs to focus more on quality publications. The Department must also initiate efforts to fetch Research Projects from UGC, DST or other Govt. agencies.*



c) **New Building:** The Department has 10 faculty members and 03 guest faculty members whereas the Department is offering MCA (Three year programme), M.Tech. (Computer Science) and M.Sc. (Computer Science) two year programmes having 276 students in the session 2016-17. Further, only five class rooms and two Computer Labs are available. Further, the AAC recommends that there should be separate building for the Department which will enhance the opportunities to the students and the Department in order to accommodate some more programmes that would require more Classrooms and Computer Labs.

The above weaknesses can be overcome if serious efforts are made by the University to fill-up the vacant positions of faculty and technical-staff apart from creation and filling-up of additional teaching position and a separate building is constructed exclusively for the Department.


(M. N. HODA)


(PARDEEP K. BHATIA)


(V. K. SHARMA)



MAHARSHI DAYANAND UNIVERSITY, ROHTAK
(A State University established under Haryana Act No. XXV of 1975)
'A' Grade University Accredited by NAAC
DEPARTMENT OF JOURNALISM AND MASS COMMUNICATION

Dated: 27.12.2017

MINUTES OF THE MEETING OF THE ACADEMIC AUDIT COMMITTEE (AAC)
HELD ON Dec. 27, 2017 IN THE OFFICE OF THE HEAD, DEPT. OF JOURNALISM
AND MASS COMMUNICATION, M. D. UNIVERSITY, ROHTAK

A meeting of the Academic Audit Committee (AAC) comprising of the following members was held on 27.12.2017 at 10:30 a.m. in the office of the Head, Dept. of JMC:

- | | |
|---|----------------|
| 1. Prof. Surender Kumar, Dean | Chairperson |
| Faculty of Humanities, M. D. University, Rohtak | |
| 2. Prof. Manoj Dayal, GJUST, Hisar | Outside Expert |

The AAC members interacted with the Head, Dept. of JMC, faculty members, research scholars and students of the department and sought their feedback about teaching, research, and other facilities/ activities of the department.

The AAC also browsed the documents related to Academic Audit Report including Departmental Evaluative Report, Dept. Presentation Report, IQAC Criteria and other supporting documents presented by the HOD (JMC).

The committee also saw the classrooms and faculty rooms, seminar room, etc. to judge the infrastructure.

After a thorough inspection/ assessment of the documents, personal assessment through interaction, and feedback from the stake holders, the committee opines as under:

cont'd..

OVERALL REPORT (OBSERVATIONS OF THE ACADEMIC AUDIT COMMITTEE) - 2016-2017

1. The Dept. has competent faculty members, fully qualified, capable of doing justice to teaching and research assignments.
2. The Dept. has necessary basic infrastructure for conduct of Academic programmes.
3. The Dept. has clearly demarcated Vision- Mission, and future plans of action.
4. The Dept. is doing best in terms of curricular aspects, delivery mechanism, and other necessary parameters of Academic Audit.
5. The Dept. has the potential to develop further as a Prominent Centre of Media Education.

Contd...

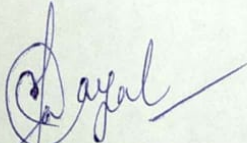
SUGGESTIONS FOR FURTHER IMPROVEMENTS

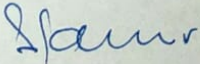
1. The Dept. may initiate official collaboration with Media Organizations, etc. for practical skill- based training of its students.
2. The Dept. may initiate research collaboration(s) with institutions of repute.
3. Workshops on Research Methodology, etc. be organized for research scholars and M.Phil students.
4. The Dept. may develop full fledged Computer & Multi- media lab for practical training of students.
5. Posts of technical nature- Technical Assistant, etc. be ~~got~~ created in the Dept. Further, technical posts for the upcoming Electronic Media Centre (Radio/ TV Studio) be got created.
6. Experts from Media Industry be also associated with the Dept. by creating an appropriate forum for the purpose.
7. Alumni Base of the Dept. be tapped for knowledge- updation and career placements of students.
8. The Dept. may consider starting new courses as per emerging trends of media sector, including under graduate level paper of Journalism and Mass Communication in all streams of undergraduate studies.
9. More space (physical infrastructure) be provided to the Dept. for further expansion of the department.
10. The Dept. may consider introducing new papers/courses in Business Communication, Integrated Marketing Communication, Gender Communication, Media Metrics etc. as per latest trends of Media Education.

SUMMARY

The Department of Journalism and Mass Communication is making concerted efforts for overall growth and development of students.

During the session 2016-17, serious efforts were made by the department to facilitate a congenial atmosphere of learning, higher studies & research, personality development of students, and developing a social consciousness in students. The Department has immense potential to emerge as a leading department of Journalism & Mass Communication with its past track record, and positive future-oriented planning.


(Prof. Manoj Dayal)
GJUST, Hisar



(Prof. Surender Kumar)
Dean, Faculty of Humanities
M. D. University, Rohtak

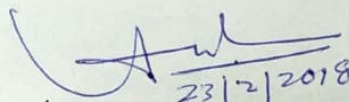
DEPARTMENT OF ENGLISH AND FOREIGN LANGUAGES


Report of the Academic Audit Team

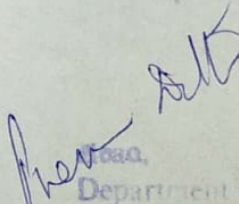
The Academic Audit Team comprising Prof Deepti Dharmani (DAA, CDLU, Sirsa) and Prof. Ashutosh Mohan (Dean, USHSS, GSSIPU Delhi) visited the Department of English & Foreign Languages, M.D. University, Rohtak for academic audit of the department for the session 2016-17 on 23.02.2018 at 11 a.m. The Committee feels that the department having already produced 80 Ph.D s (in the past 5 years) and currently with 42 Ph.D. students, is a dynamic and research oriented department with academically proactive faculty engaged in research and teaching offering half a dozen courses. The department also gainfully promotes creative and critical faculty of the students through the English Literary Society. The participation of the faculty in National/International Seminars and Conferences is appreciable. The Department must keep organizing International Seminars/Conferences on issues of seminal literary /cultural significance.

- 1 The Department should start publishing an annual/biannual National/international interdisciplinary refereed research journal with ISSN.
- 2 The Department should introduce translation as a component of pedagogy and research at all levels. Steps may be initiated to set up a Translation Studies Centre at the Dept. with special accent on Haryanvi and other Indian languages.
- 3 The department should invite eminent scholars of various fields of study to enrich the academic /research environment.
4. The department should, if possible, have HOUS with Department of Literature and Literary Studies across the country for the benefit of the students.


Prof. Deepti Dharmani
(DAA, CDLU, Sirsa)
Professor, Dept. of English


23/2/2018
Prof. Ashutosh Mohan
(Dean, USHSS, GSSIPU Delhi)


Dean
Faculty Humanities
M.D. University, Rohtak


Dean,
Department of English
and Foreign Lgs.,
M. D. University,
ROHTAK

Institute of Management Studies and Research Maharshi Dayanand University Rohtak

Academic Audit Report (2016-17)

The Academic Audit Committee comprising Professor Subhash C. Kundu, Haryana School of Business, GJUST, Hisar, Professor Sanket Vij, Department of Management Studies, BPSM University, Khanpur and Professor A. S. Boora, Dean, Faculty of Management Sciences, MDU, Rohtak conducted the Academic Audit of the Institute on 23/02/2018 in compliance to the NAAC requirement as suggested by IQAC of the University. After examining the academic and administrative infrastructure, facilities etc. of the Institute as presented in the Academic Audit Report prepared by the Institute based on the NAAC evaluation criteria and physically verifying the same and having interaction with the teaching staff and students, the committee makes the following observations and suggestions:

Criterion – I: Curricular Aspects

Introduction of the choice based credit system (CBCS) from the current session i.e. 2016-2017 is a welcome step on part of the IMSAR to provide more flexibility to the students in selecting papers of their interest. The Institute has a provision of collecting feedback from the stakeholders of the institute about teaching learning standards and course curricula. Based on the feedback, the Institute initiate for introduction of new innovative content and make the course curricula more industry matching and employment oriented for various programmes run under the Institute. The committee observes practices followed are in line, however, more emphasis should be given on experiential and activity based learning, strengthening of the curriculum with case studies, special lecture series with the focus on providing skill based education to the students.

Criterion – II: Teaching, Learning and Evaluation

Undoubtedly, the regular faculty is doing its utmost with regard to the elements of this criterion. Regular feedback of the students in each semester helps to improve the quality of teaching and faculty at IMSAR. However, the committee witnessed that a good number of faculty working in the Institute is guest faculty and some of the core papers are also being taught by the JRFs, due to which the teacher accountability in teaching, learning and evaluation may decline and adversely affect the interest of the students. The committee is of the view that if the guest faculty is replaced by regular faculty, it will definitely enhance the quality in teaching, learning and evaluation. Appointment of 9 regular faculty from the session 2017-2018 is again a welcome step on part of the University to strengthen IMSAR.

S. Kundu
23/2/18

Sanket Vij
23/02/2018

A. S. Boora
23/02/18

Criterion – III: Research, Consultancy and Extension

It has been observed that keeping in view a very strong faculty base and proximity to NCR, research, consultancy and extension activities by the faculty on individual and institute basis have the potential of enhancement. However, it is also suggested that the young faculty must be encouraged to get research projects from various statutory and funding bodies. Collaborative research projects be encouraged with tie up from proximate universities in national capital region.

Criterion – IV: Infrastructure and Learning Resources

The committee observed that though IMSAR has quite impressive physical infrastructure yet the learning resources in the form of computer lab and other aids need to be strengthened keeping in view the student intake. Moreover, the IMSAR has a good team of research scholars, if a separate Advanced Research Lab with at least 30 latest computers with relevant licensed software (for data analysis also) be created which will definitely strengthen the Research, Consultancy and Extension base of the Institute. The committee also suggest that if the class rooms be enabled with the teaching aids like LCD projectors, smart board etc., certainly may have positive impact on teaching and learning. The industry based projects be encouraged which will help to improve the practical knowledge of students.

Criterion – V: Student Support and Progression

The committee observed that the Institute has a dedicated team of faculty members who help the students in their training, placement and personality development exercises. However, if possible, a Corporate Resource Centre may be established which should be managed by a full-fledged Training and Placement Officer for continuous industry-institute interface and final placement of the graduates. Guest lecturer of industry experts be arranged to improve visibility of IMSAR.

Criterion – VI: Governance, Leadership and Management

The Institute is continuously making efforts in its quality improvement using number of strategies in the domains of curriculum development, teaching, learning and research development. A strong library has also been established in the Institute as an extension of the Central Library of the University. The Institute has a sound alma mater and there is regular annual meeting of the Alumni. However, it is recommended that the Institute should strengthen its management information system to have updated information for interaction with the industry experts, academia and its alumni. Alumni can be encouraged to be member of various bodies/committees at IMSAR to improve their belongingness. Besides, the professors in IMSAR are providing leading role in the University governance.

S. D. S.
23/2/18

[Signature]
23/02/2018

A. B. S.
23/02/18

Criterion – VII: Innovations and Best Practices

The Institute is conscious about the innovative teaching practices and the enthusiasm among the students about learning was also observed. The institute has implemented a system of assessment of teachers by the students to ensure commitment and sincerity among the teaching fraternity. However, the committee suggests that the feedback so obtained be discussed in the meetings and corrective measures be initiated for the accomplishment of desired outcomes. Balance Scorecard concept can be defined to assess the faculty strength and improve overall development of IMSAR.


(Subhash C Kundu)


(Sanket Vij)


(A. S. Boora)

Academic Audit meeting 4th February, 2017

DEPARTMENT OF MICROBIOLOGY

The Academic Audit meeting held at Department of Microbiology on 4th February, 2017 at 11:00 AM in the office of HOD, Microbiology.

The Meeting started with a formal introduction of the faculty members and the individual faculty members introduced their area of research to the external Members. Faculty members also discussed their future plans about research.

Activities of the department were briefed by the respective course coordinators. Examination and evaluation system of the students was discussed and briefed to the external experts. Prof. Shukla, HOD, Microbiology gave a brief overview about the developments, academic progress made by the department and action taken for previous recommendations by Academic audit team in 2016. Then the outside experts were taken to the visit of M.Sc. and research laboratories. The outside experts appreciated the efforts made by the department and also showed their satisfaction on the developments made by the department. The department self evaluation report was also discussed and resolved as below:

Curricular Aspects

Department of Microbiology offers two M.Sc. degree programmes in the CBCS pattern and one Ph.D. Program:

1. M.Sc. in Microbiology,
2. M.Sc. in Microbial Biotechnology
3. Ph.D. in Microbiology

The selection of candidates is based on the Academic merit as per the University rules.

Pedagogy and Syllabus



Department of microbiology has been constantly updating the syllabus to keep pace with the changing environment of Science and Technology.


A special component of scientific communication has been included in the Ph.D. Course work to help the Ph.D. students in communicating their research work to different journals. M.Sc. students are also informed about the various journals and their impact factors that also taught the whole process of application starting from writing a paper to submit in the paper online and answering to the reviewer's comments.

M.Sc. students are taught advanced oral and written communication skills. For improving the oral communication regular seminars are conducted in front of the complete faculty where they are evaluated based on their presentation skills.

Students are exposed to both team based learning and problem based learning this is learning is practiced during their dissertation work. During class seminars and paper reading special focus to be given on pronunciation and presentation skills by respective faculty members.

Faculty members are regularly taking assignment, class test and presentations from the students.

 
4/3/2017


Dr. P. SHUKLA
HOD, Microbiology

An annual Microfest is organized which gives opportunity to the students to enhance their skills and get an exposure to the stage. Focus of Microfest is again on presentation skills and involves paper reading, extempore speaking, group discussion and quiz.

Teaching-Learning and Evaluation

Teachers are using modern multimedia and interactive means to impart quality education to the students. The students are assessed on various parameters through Assignments/Presentations, Class Tests/Internal Tests, Practical experimentation, Seminars carrying marks.

Department regularly seeks feedback from the students and their parents about the course contents and teaching methodologies.

Students are encouraged for participation in a variety of co-curricular activities such as brain-storming, role-plays, quizzes, news analysis, extempore debates, panel discussions, paper presentations.

Special thrust is given to developing communication skills in the curriculum for equipping the students for meeting global demands. A complete paper has been introduced in their syllabi to improve their computer knowledge and communication skills. IQAC of the departments ensures the promotion of best practices and its internalizations in the following way: A few of the best practices promoted during the last two years (as the department is new) are as follows:

Semester system and choice based credit system, New interdisciplinary papers are incorporated in the syllabi, pre- Ph.D. course work has been designed and started

Feedback from students is regularly done, Feedbacks from parents and other experts is also encouraged

A detailed report after educational tours will be submitted as part of their assignments. Few more industrial visits were planned in the coming semester for the M.Sc. MBT students.

Importance should be given to students Feedback mechanism, questionnaire – feedback on courses, teachers and campus experience, Students make a full use of modern technologies in interactive sessions like seminar, tutorials etc., Students are asked to plan activities like study tour and submitted a comprehensive report on their exposure obtained.

The department should have a separate computer centre facility for its student. Therefore, additional computers for students are highly recommended meet the demands of 60 students.



Dr. P. SHUKLA
HOD, Microbiology

4/3/2017

Infrastructure and Learning Resources

The department has inadequate non-teaching staff. Currently there is only one Laboratory attendant and one senior laboratory attendant to look after the all the four laboratories for the two M.Sc. Programmes run by the department. Therefore, the department may be provided with the additional staff to meet its requirement.

Additional equipment like spectrophotometer and HPLC should be obtained for each M.Sc. Laboratory.

Industrial visits have been introduced in the curriculum. Students are sent to academic institutes like JNU and DU annually.

Short term Project/training should be done by the students in the department itself

Additional specialized laboratories (media preparation rooms, Autoclaving room) are to be created to meet the needs of specialized projects work.

A separate building has been proposed with complete plan and details for consideration by the higher authorities. Kind attention is required by the authorities to materialize the new building plan completely dedicated to Microbiology.

Research, Consultancy and Extension

Faculty members of the Department have already got funding worth Rs 2 Crores for research from various funding authorities. Many of the projects have been completed and more projects are being written and communicated to the funding authorities.

Department is all set to apply for the DST-FIST & UGC SAP scheme. A series of meeting have been conducted to invite ideas proposals from all the faculty members of the department.

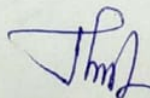
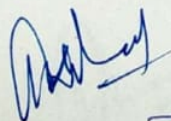
The department is also expecting grants from Rashtriya Uchchar Shiksha Abhiyan (RUSA) to improve its Infrastructure.

Innovative Practices

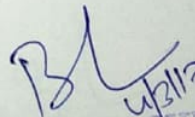
Following mechanisms have been developed by the institution for quality assurance within the existing academic and administrative system.

- Departmental Placement cell
- Implementing bodies – Departmental Committee System for academic administration.
- Establishment of IQAC for making sustaining the procedures and processes.

The Department Head is the Chairperson of IQAC, while all the faculties are the members. Its main objective is to plan and implement quality initiatives and evaluate.



4/3/2017



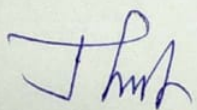
4/3/17
Dr. P. SHUKLA
HOD, Microbiology

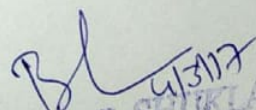
It follows its calendar for meetings, quality agenda and maintains its proceedings. It circulates its plan and steps for implementation.

Department conducts workshops, awareness programmes and special lectures on quality innovations. It analyses the feedback received from all stakeholders and inform the concerned about its outcome for correction and amelioration. It also sends appreciation letters to the well deserved staff for this performance.

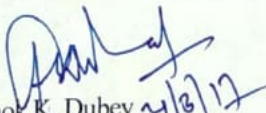
Recommendations by the expert:

- There should be a separate entrance test for the admission of the Ph.D. candidates as the syllabus and requirement of Microbiology is different from rest of the life science courses run by the University. If the Ph.D. students are not regularly taken by the department, which could be detrimental for the department there will be a paucity of the trained manpower. There should be at least three Ph.D. students available to a faculty to carry out proper research.
- The expert recommended modifying the procedure of the Ph.D. entrance test to ensure joining of Ph.D. students in different research laboratories.
- Department of Microbiology is growing in terms of number of projects and students also. The faculty of the department is expanding their research areas in new directions (animal tissue culture, Soil Microbiology and Nanotechnology). Therefore, a separate building is highly recommended to meet the requirement. Moreover, working on pathogenic strains requires isolated laboratories, which cannot be made in the available space. The external experts recommended that the building proposal processed by the university and pending till today must be resent again to competent authority for its approval.
- M.Sc. students are more vulnerable to autoclaving accidents. There should be a manual of biosafety prepared by the department. Basic precautions related to safety and sanity should be displayed in every M.Sc. and Ph.D. laboratory, the precaution and statement of the safety manual should be signed by each and every student. This ensures they go through the manual.
- A list of all the microbial cultures should be maintained in the department.
- There should be a dedicated fridge for maintaining all the cultures, it should be kept closed and access of cultures should be kept in responsible hands.
- MLT or persons with five year experience should be deputed as technical assistant at a regular position in the department.
- Lab discard should be carefully disposed. Microgen, germikill should be used to dispose off any contaminated tip, glass ware, loops and plates should not be left on the table.


4/3/2017


4/3/17
Dr. P. SHUKLA
HOD, Microbiology

- Autoclaves should be handled by trained manpower only. Dedicated staff to be deputed for running autoclaves.
- Disposal of bio-hazardous material has to be done carefully. Gels should be dried and later disposed off at a landfill site. Disposal of grown cultures after autoclaving should be not done in a drain.
- Fire alarm and fire extinguishers should be installed near to the laboratories.
- Additional grant for setting up advanced instrument facility should be provided to the department.
- A culture room for maintaining the cultures collection of the department and the newly isolated strains of microorganism by the students should also be created.
- Suitable illumination should be made on departmental notice board.
- All classrooms should be ICT enabled with properly installed projectors and AC classrooms. Since the department is on the top floor there is an excessive heat generated in the laboratories and classrooms.
- On getting an opportunity to publish in SCI/UGC recommended indexed and renowned journals for publication in paid journals. There should be some provision of paying the journal as publication charges. Contingency grant should be allowed to use for such expenses as this is a flexible grant. Contingent grant is for exceptional circumstances.
- There should be a project written in emergent areas of sciences. Strength, weakness, opportunity and Challenges (SWOC) analysis should be carried out. Emerging areas of microbiology like genomics, bioinformatics, water purification and antimicrobial resistance can be explored.
- Outreach program should be addressed separately and challenges should be addressed separately.
- There should be a proper mechanism for the sorting out the student problems.


Prof. Ashok K. Dubey 2/16/17

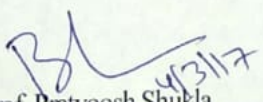
Outside Expert


Prof. J.S. Viridi 4/3/2017

Outside Expert

Prof. P.K. Jaiwal

Dean, Faculty of Life Sciences


Prof. Pratyosh Shukla 4/3/17

Head, Department of Microbiology

Dr. P. SHUKLA
HOD, Microbiology

Report of the Academic Audit Committee (AAC) that Audited the Department of Public Administration, M.D. University, Rohtak on 24.1.2018 at 1.00 p.m. onwards.

The meeting of the Academic Audit Committee (AAC) for the Department of Public Administration, M.D. University, Rohtak was held on 24.1.2018 in the office of the Head, Department of Public Administration and the following were present.

1. **Prof. Nina Singh**
Dean, Faculty of Social Sciences
M.D. University, Rohtak
2. **Prof. Ajmer Singh Malik**
Dept. of Public Administration
Kurukshetra University, Kurukshetra
3. **Prof. Durgesh Nandini**
Department of Public Administration
IGNOU, New Delhi.

The AAC considered the following required documents placed by Head of the Department for the purpose of academic audit for the year 2016-17.

- i) Curriculum Aspects
- ii) Teaching- Learning and Evaluation.
- iii) Research, Consultancy and Extension
- iv) Infrastructure and Learning Resources
- v) Students support and Progression
- vi) Innovative Practices.

The committee visited the office of the department, class rooms, faculty rooms etc and interacted with all the faculty members. An interaction was also made with the M.A./M.Phil students and the research scholars of the department and sought their feedback on different aspects.

Observations of the AAC

After detailed deliberations on all the above aspects as well as after physical verification of the infrastructural facilities, the committee makes the following observations:

Strengths of the Department

The department has organized the following programmes in this session i.e. 2016-17

- Induction Programme, August 22, 2016
- Quiz Contest on "Indian Administration and Constitution" organized on September 5, 2016
- National Workshop on "E-Governance in India: Issues and Challenges" organized on October 5, 2016.

11/

- National Seminar on "Citizen-Centric Governance and Administration: Issues and Challenges" November 10-11, 2016
- Regional Seminar on "Ensuring Accountability in Governance: Emerging Trends: held on March 28, 2017
- Alumni Meet organized on 08 April 2017.
- Extension lecture on "Environment Protection in India" held on 26th April 2017 delivered by Prof. J.P. Yadav, Head, Dept. of Genetics, M.D.University Rohtak.
- Parents-Teacher Meet on 27th April 2017
- The Department is well equipped in terms of LCD, Computers, Wi-Fi and other necessary support system.
- The Department is doing its best in terms of academic curricula and research activities. The students are quite satisfied with teaching in the department.
- The faculty is competent and producing good number of publications as well as guiding M.Phil. and Ph.D. students.
- The Department has tremendous potential to conduct big events such as National Conferences, Workshops and Seminars.

Further Improvements:

- The University needs to fill the existing vacant faculty positions as well as add more faculty positions in view of the requirements of MA(Hons)-5 years Integrated Course which has been started since 2011. It will further enable the faculty to concentrate more on research studies.
- The department has 06 faculty members including 02 guest faculties and 01 Resource Person whereas the student strength is about 200. However the class rooms available are only six. Therefore 02 more class rooms, 01 laboratory room and 2 faculty rooms are required.
- The Department may initiate for collaboration with national and international agencies for research and development.

The Committee appreciated the achievements and progress of faculty members in academic field.

Nina Singh
24.1.18
(Prof. Nina Singh)
Dean, Social Science

Ajmer Singh Malik
(Prof. Ajmer Singh Malik)
Outside Expert

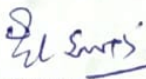
Durgesh Nandini
(Prof. Durgesh Nandini)
Outside Expert


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7. Overall Assessment & Recommendations:

- The university needs to fill the vacant sanctioned posts. The department will ask ~~to~~ the university to fill the posts to enable the faculty members to concentrate on research work.
- For frequent regular seminar of Ph.D students and research scholars, a furnished seminar hall is required.
- Sufficient funds may be allocated for organizing lecture series in the department.
- The department may initiate collaboration with national and international agencies in the field of Research & Development.
- The department may ensure the involvement of students in the programmes relating to gender sensitization, social welfare, environment issues, health issues and communicative discourses.
- The committee appreciated the achievements and progress of faculty members in the field of academics and research.

(Prof. Promila Batra)
Dean, Faculty of Social Sciences


(Prof. D.P. Mor)
Outside Expert


(Prof. J.K. Pundir)
Outside Expert

PROCEEDINGS OF THE ACADEMIC AUDIT COMMITTEE

Dated: 04.01.2018

As per requirement of the IQAC/NAAC, an meeting of academic audit committee for the session 2016-17 was carried out in the office of Head, Department of History on 04.01.2018 (Thursday) at 11:00 a.m. The following members attended the same:-

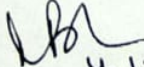
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|---|---|----------------|
| 1 | Dr. Promila Batra,
Dean, Faculty of Social Science,
M.D. University, Rohtak. | Chairperson |
| 2 | Prof. Shri Krishan,
Department of History,
Indira Gandhi University, Meerpur (Rewari) | Outside Expert |
| 3 | Prof. R.C. Thakran,
Dept. of History,
University of Delhi, Delhi | Outside Expert |

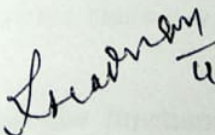
The self evaluative report of the Department was presented before the members of the Academic Audit Committee by the Head of the Department in the meeting for the kind perusal of the members. The outside experts were apprised through this presentation about the thrust areas of research of the Department. The committee also inspected various infrastructure, facilities and also interacted with the students, Research Scholars and Faculty Members.

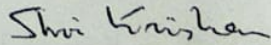
The outside experts as well as Chairperson of the committee analyzed the presentation of the Department in the form of self-evaluative report and resolved as enclosed herewith in the form of proceedings/minutes of the meeting.

Meeting ended with the vote of thanks.

Encls.: Proceedings of the meeting.


(Dr. Promila Batra) 4.1.18
Chairperson


(Dr. R.C. Thakran) 4.1.18
Outside expert


(Dr. Shri Krishan) 4/1/18
Outside expert

PROCEEDINGS OF THE ACADEMIC AUDIT COMMITTEE

An academic audit for the session 2016-17 was carried out in the Department of History on 25.02.2017. The following members attended the Academic Audit Meeting:-

1	Dr. Promila Batra, Dean, Faculty of Social Science, M.D. University, Rohtak.	Chairperson
2	Prof. Shri Krishan, Department of History, Indira Gandhi University, Meerpur (Rewari)	Outside Expert
3	Prof. R.C. Thakran, Dept. of History, University of Delhi, Delhi	Outside Expert

The self evaluative report of the Department was presented before the members of the Academic Audit Committee by the Head of the Department in the meeting for the kind perusal of the members. The outside experts were apprised through this presentation about the thrust areas of research of the Department. The committee also inspected various infrastructure, facilities and also interacted with the students, Research Scholars and Faculty Members.

The evaluative report was consisting of the following:-

1. Curriculum Aspect:

- Existing program includes Ph.D. course-work and Ph.D., M.Phil. and M.A. History. The department has five core papers in M.A.(Prev.) covering three papers on World History i.e. Ancient Societies, Medieval Societies, Modern World, one paper on Regional History i.e. History of Haryana and One paper on Institutional History i.e. on State in India. Whereas, in M.A.(Final) there is one core paper on Historiography: Concepts, Methods and Tools and four specialized papers in each of the two semesters pertaining to Archaeology, Ancient India History, Medieval Indian History & Modern Indian History. In M.Phil. in each of the two semester all papers are compulsory on Sources, Historiography and Computer Applications. Whereas in Course Work for Ph.D. Programme there are only three papers similar to that of M.Phil. 1st Semester.
- Feedback from parents towards the functioning of university as well as History Department is encouraging. They expressed full satisfaction with the discipline, learning environment, course curriculum an teacher-student relationship.
- Feedback from students was also sought by the department and items rates under "Very Good" category with score of 3.01 overall were found from the students M.A. History 1st & 3rd Sem. as learning environment, knowledge of teachers, their communication skills, sincerity, commitment level, practical content of teaching, teacher accessibility outside the class, teacher-student relationship, student's evaluation methods, fairness of internal assessment and handling of students' grievances.

2. Teaching, Learning and Evaluation

- There are four faculty members and all are professors and due to shortage of faculty members, there is temporarily arrangement of 4 guest faculty for smooth running of academic session till the vacant positions fill-up.
- The department follow the modern teaching methods in practice other than lecture methods including internal assignments, presentations, term test, workshops, use of IT enable services etc. for further learning, department have computers and library facilities which have been developed during last five years. But during the academic session under consideration the above methods and practices could not be followed fully due to space crunch created by shifting of the department from IGVB to present building.
- The museum of the department is an asset of the department. The museum does not have any fund for purchase of antiquities, more showcases and ancient objects. As a result, the development of museum is lopsided. Because now it has having only excavated and explored material. The museum should have its separate building and university should provide funds for this.
- Though, the Department had Departmental Library, but there are only 1200 books and have subscribed 10 journals. In the new premises, the library could not be operative because of lack of space.
- The total no. of actual teaching days were 160 and average percentage of attendance of students was 70%
- But due to lack of space the above learning facilities cannot be utilized by the stakeholders. So there is immediate need of proper and adequate space for such facilities. There is no assistant and library attendant as a result of which proper maintenance and functioning of the library is not possible. Hence at least one Assistant and one Attendant be provided.

3. Computer Lab:

- The department have acquired 6 computers through UGC Grant for the establishment of computer lab for the use of student of M.Phil. & Ph.D. Course Work, where they have compulsory paper on Computer Application in History. But due to lack of space department could not able to establish the Computer Lab. till date.

4. Seminar Hall:

There is no seminar/conference Hall for the Department. One Air-conditioned Hall be provided to the Department where regular seminars, discussions, talks etc. be held.

5. Observation regarding Infrastructure and Learning Resources:

- a) Multimedia, projectors and other teaching aids are used for classroom teaching. However, each class room should be smart class room.
- b) To strengthen the office of the department, one steno should be provided.
- c) One curator for archaeology museum should be provided.
- d) Workshop, seminars and summer school programmes etc. be started at the earliest.

6. Research Consultancy and Extension:

- During this academic session there are 1 student registered for Ph.D. History and five research scholars has completed their Ph.D.
- The department is conducting research mainly in the field of Archaeology a number of excavations have been conducted. In addition to this, explorations in Haryana, Punjab & Rajasthan are being conducted. But for this the teachers have to depend upon foreign collaboration etc. to raise the fund. The university should also provide adequate funds for research. The Department should also start more courses and for that adequate staff be provided by the University. For this first of all the sanctioned posts be filled and new posts be created for starting papers on Gender Studies, Tourism and Tourism Product, Indian Culture, Demography and 18th Century etc.

7. Archival Cell:

- Though, the Department has a Micro-Film-Reader and Micro Films but there is a need of starting of full fledged archival cell. So as to facilitate the research in modern specialization.

8. Student Support and Progression:

- The students of the Department should be trained and be motivated to appear in competitive examinations. Placement and Counseling Services be provided in departmental level.
- Department has not its individual Alumni Association, be started for the interaction of the Past and present students. The students and R/Scholars be provided guidance for taking up research projects with the foreign collaboration.

9. Other Observations, if any:

The committee observed the following and instruct for the correction strictly:-

1. As per the last year observation there was extreme shortage of teaching faculty, which is still there. Dr. Vijay Kumar, Professor (Ancient Option) has deputed to Chaudhary Devi Lal University, Sirsa as Vice-Chancellor w.e.f. Dec. 2016 for the period of three years.

Now Dr. Bindu Mattoo and Dr. Urvashi Dalal has also retired in August 2017 & Nov. 2017 respectively. Now, there is only one regular faculty out of nine sanctioned posts of teachers. Due to this effect a number of significant papers have not been introduced. Even it is not feasible to run the present courses. in the coming sessions, the situation will be more grim due to the CBCS as per NAAC requirements.

2. Secondly, Department does not have enough space to install library, which was also mentioned in the last year's observations and recommendations. The situation remains the same this year also.

3. There is also a shortage of four class rooms and One Computer Lab also. At present the classes are being conducted in the faculty rooms. The situation remains the same this year also.

The Audit Committee/Team strictly recommended to address the above problems of the Department of History, so that Department may function smoothly.

**CENTRE FOR MEDICAL BIOTECHNOLOGY
MAHARSHI DAYANAND UNIVERSITY**

**MINUTES OF THE MEETING OF ACADEMIC AUDIT COMMITTEE HELD ON
23/12/2017**

A meeting of academic audit committee consisting of the following members was held on 23. 12. 2017 at the Centre for Medical Biotechnology, MD University, Rohtak to conduct the academic audit. The following members were present:

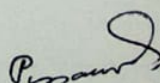
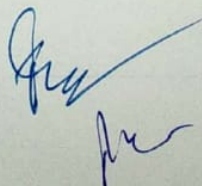
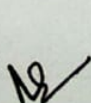
1. Prof. Pushpa Dahiya – Dean, Faculty Life Sciences
2. Prof. P. K. Jaiwal – Director, CMBT
3. Prof. J. K. Sharma - Outside expert, KUK, Kurukshetra
4. Prof. Neeraj Dilbaghi– Outside expert, GJUS &T, Hisar, Haryana

The committee members interacted with the faculty members and students/research scholars and sought their feedback about teaching, research, other facilities and activities of the Centre. After going through the Centre's annual report and profile, self evaluation report of the teachers for the academic year 2016-17 and the various points mentioned in the criteria of Academic Report, the committee made the following observations/recommendations:

Curriculum aspects:

- a) The Centre has PG (Post Graduate) teaching and research programmes in Medical Biotechnology. The M.Sc. (Medical Biotechnology) is of two years duration with an intake of 25 students and in Ph. D. (Medical Biotechnology) intake varies and depends upon the vacancies available with faculty members. At present 05 students are registered in Ph.D.
- b) The M. Sc. programme is taught in semester (two semesters per year) and with open choice based credit based system (CBCS). The syllabi of both the courses are as per the guidelines of UGC/DBT and revised from time to time. The last updation was made in 2015-16 as per CBCS of UGC. The syllabi are designed not only to impart knowledge but also to ensure success in the national level competitive examinations. To impart specific scientific training, a six months dissertation in the fourth semester is made compulsory. The feedback from students was obtained during 2016-17 and the suggestions were taken into consideration.

The committee members also interacted with the students and their feedback revealed that:



- ✓ The students have free accessibility to meet the Director and other staff members of the centre as and when required.
- ✓ The University library is well enriched with books, journals and e-resources (e-books and e-journals) and is used by the students on a regular basis.
- ✓ Departmental book bank is also well-established to cater the needs of text books for the students

Teaching Learning and Evaluation Aspects:

- a) The courses running in the department are well designed and gaining importance as reflected by the average number of applications received and admission made into the courses.
- b) Student's performance is monitored throughout the Semester by both internal and external evaluations. Internal evaluation comprises of Credit Seminars, Assignments, attendance of the student and written examination. This is followed by semester end external theory and practical examinations. Both internal and external assessment is done individually for each paper. Apart from regular examinations, the department strictly follows University norms for continuous evaluation of students in the form of class test and regular presentations.
- c) Department has a strength of 05 permanent faculty members with Ph.D as their highest qualification.
- d) Teacher: student ratio is 1:10.

Research Consultancy & Extension Aspects:

- a) The faculty members of the department are actively engaged in research activities which are evident from the number of research papers published and number of Ph.D student enrolled in the department.
- b) Faculty members have research projects sanctioned by DBT (1), DST (1) and UGC (2).
- c) All the faculty members of the department have participated in seminar/conferences/workshops (national/international) and also have delivered talks/lectures/chaired sessions at national seminars/conferences.
- d) Faculty members of the department are also engaged in collaborative research work with reputed institutes like PGIMS, Rohtak and NIMR, New Delhi.

Infrastructure and Learning Resources:

- a) The department has only one lecture theatre and two labs only.
- b) Students are encouraged to use e-learning with the help of internet facilities available within the centre.
- c) 5 students are pursuing PhD from the department of which 02 are CSIR-NET/JRF and 02 are getting fellowship from other funding agencies.

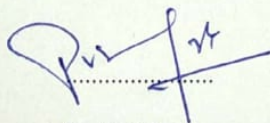
Students Support and Progression Aspects:

- a) The student drop out ratio is almost 10%.
- b) Students are encouraged to take part in the extra-curricular activities such as educational tours, cultural activities, etc.
- c) The University has established Career Counselling & Placement Cell for the students.

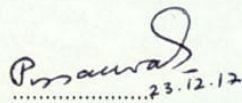
Recommendations

The Academic Audit Committee recommends the following:

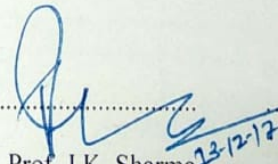
- 1 Dept. should have one more class room and one well furnished seminar room.
- 2 Lecture theatre should be furnished properly.
- 3 Number of books in the departmental book bank should be increased.
- 4 The M.Sc labs/ Central lab should be equipped with more equipment.
- 5 Department should have one computer lab with minimum of 25 computers with internet facility
- 6 Budget allocation for equipment/chemicals should be increased for strengthening MSc. Labs



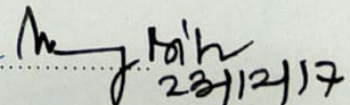
Prof. P. Dahiya
Dean Faculty Director
GJUS&T, Hisar


23.12.17

Prof. P.K. Jaiwal
Director


23/12/17

Prof. J.K. Sharma
Department of Biotech
K. U. Kurukshetra


23/12/17

Prof. Neeraj Dilbaghi
Dept of Bio- & Nano
GJU, Hisar

M. D. University, Rohtak
Deptt. of Biochemistry

Subject: Minutes of the Academic Audit committee for the session 2016-2017 on 18.12.2017

The meeting of the Academic Audit Committee of Biochemistry Department was held on December 18, 2017 in the office of the Head of Biochemistry, in the presence of external expert and faculties. The external expert visited various labs in the department and also interacted with faculty and students. Following observations and recommendations were made during academic audit:

Observations


- 1. Curriculum Aspects:** There are total 71 M.Sc. students, 10 research scholars. Five students have been doing Pre-Ph.D. coursework. The department has five teachers and one Emeritus Professor. The student teacher ratio is 1:14. The curriculum is as per UGC guidelines and recently updated. The new syllabus is effective from 2016-17. The department is following Choice Based Credit System and semester system.
- 2. Teaching –Learning and Evaluation:** The Department uses ICT and other recent methods to impart the knowledge based information to the students. There is one computer labe in the department for use by the students. Better access to Internet has enabled faculty members to provide more of real -time and challenging assignments to the students. The department obtains regular feedback from students. The dissertation work carried out by M.Sc. students is the strength of department. The access to e-journals is available to the students in main library. The evaluation is 80% external and 20% internal.
- 3. Research, consultancy and Extension:** Good publications, research collaborations, and patents are indicators of quality research carried out in the department. The department has published more than 50 research papers in this session. There are two research projects sanctioned by Haryana State Council for Science & Technology and CSIR. The department needs to promote consultancy services as th faculty members have sufficient expertise in their respective research areas. The amount generated from consultancy services may be utilized by the department. The possibility of linkage with industry may also be explored. The department has also received DST-FIST grant.
- 4. Infrastructure and Learning Resources:** The Department is having six research labs two M.Sc. Practical labs, and one Central lab instrumentation to provide a better research exposure to students and research scholars. However, keeping in view the number of students, additional equipments may be required for class practicals and

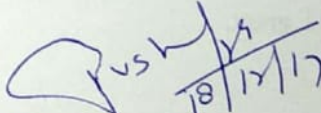
research. The infrastructure (e.g. working benches) in some labs needs renovation for which additional grant may be provided by the University.

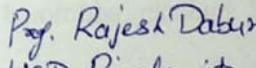
5. **Student support and Progression:** The Department has a placement officer who continuously provides the updates of various fellowships based schemes. All teachers of the department are available at all times for support of the students. The Department is having very supportive non-teaching staff to deal with various administrative and technical issues.
6. **Innovative Practices:** The Department offers a research based dissertation programme in M.Sc. which nurtures their scientific research capabilities. Various seminars enable the students to develop their interactive and presentation skills. All these unique approaches enrich the students with scientific and communication skills.

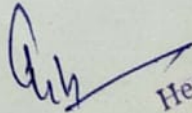
Recommendations:

1. The present intake of students in M.Sc. is 40 and the total number of students is 80. There are only two teaching labs (each of two bays) and one lecture theatre for theory classes. The accommodation for 80 students is not sufficient and more space may be provided. Alternatively the intake of M.Sc, students may be reduced from 40 to 30 .
2. Training programmes for students may be arranged particularly in ICT enabled skills
3. Teachers should help the students to prepare and present seminars.
4. The vacant teaching posts may be filled up to cope up with dissertation and teaching workload and to strengthen various specializations.
5. The department should apply for more research grants from various funding agencies
6. More Instruments like LCMS and FACS may be purchased for the strengthening of teaching and research activities of the department.
7. The department may also organize special lectures and workshops relating to soft skills and personality development.
8. The consultancy and industry linkage with the department may be promoted.
9. Additional grant may be allocated for renovation of basic infrastructure of research labs and for the purchase of consumables.


18/12/17
Prof V.K Gupta
(External Expert)
Dean Life Sciences
KU Kurukshetra


18/12/17
Prof Pushpa Dahiya
Dean, Life Sciences


Prof. Rajesh Dabur
HOD, Biochemistry


Head
Deptt. of Biochemistry
M.D.U., Rohtak-124001

**MINUTES OF THE MEETING OF ACADEMIC AUDIT COMMITTEE IN BIOINFORMATICS HELD ON
20/12/2017 (WEDNESDAY) AT 02:00 PM IN THE OFFICE OF DIRECTOR, CENTRE FOR
BIOINFORMATICS, M.D. UNIVERSITY, ROHTAK**

A meeting of academic audit committee consisting of the following members to carry out the academic audit of the department for the session 2016-17 was held on 20/12/2017, in the office of the Director, CBINF.

The following members were present:

1. **Prof. Deepak Sharma**
School of Life Sciences, JNU, New Delhi
2. **Prof. Namita Singh**
Dept. of Bio and Nano Technology, GJU, Hisar
3. **Prof. Pushpa Dahiya**
Dean, Faculty of Life Sciences, M.D. University, Rohtak
4. **Prof. Rajesh Dhankhar**
Director, CBINF, M.D. University, Rohtak

The members of the committee interacted with the faculty members and students and sought their feedback about teaching, research, other facilities and activities in the department. The committee has gone through the annual departmental report departmental profile and the self evaluative reports of the teachers for the academic year 2016-17, placed by the Director, CBINF.

After going through the reports and all the above aspects as well as the various points mentioned in the criteria of Academic Report. The committee made the following observations recommendations.

Curriculum aspects:

- A) At present the following two courses are running in the department
- 1) M.Sc(Bioinformatics) 2 years with an intake of 20 students.
 - 2) Ph.D (Bioinformatics) with 01 registered student.
- B) 04 other approved courses without any admissions: NO ADMISSIONS
- 1) P.G. Diploma in Bioinformatics (UGC Supported) -1 year(full time)
 - 2) P.G. Certificate Course in Bioinformatics – 1 year(week end)
 - 3) P.G. Certificate Course in Pharmacoinformatics – 1 year(week end)
 - 4) P.G. Certificate Course in Phylogenomics- 1 year(week end)

C) The syllabi of all the above mentioned courses are in accordance with the DBT guidelines and the courses focus on the employability and development aspects. The syllabus was last revised for year 2015-16 and for 2016-17 as well. There are some changes made in the scheme as per CBCS.

D) The feedback for 2016-17 session from students was obtained in the feedback proforma during 2016 and the suggestions were incorporated. Feedback for the session reveals that the students rated the department with overall average score of 2.656 which is very good.

The committee members also interacted with the students and their feedback revealed that:

- ✓ The students have free accessibility to meet Director, faculty members and other staff members as and when required. Students are happy with the facilities available to them e.g. Wifi
- ✓ The university library is well enriched with books, journals and e-resources (e-books and e-journals) and is used by the students on a regular basis.

Teaching learning and evaluation aspects:

- a) The course running in the department is gaining importance looking into its recent admissions and this is evitable from the increasing strength of students in recent years.
- b) Apart from regular examination, the department strictly follows university norms for continuous evaluation of students in the form of class test, assignments and regular presentations.
- c) Department has strength of 02 regular faculty members and 1 guest faculty.
- d) Both regular faculty members has Ph.D degree as highest qualification. One of them has recently completed her Ph.,D. Degree.
- e) Teacher:students ratio is approx. 3:30 (approx 1:10). This ratio is increasing every year and it could be tackled by making more appointments to the department.

Research consultancy & Extension Aspects:

- a) The faculty members of the department are actively engaged in research work activities which are evident from the number of research papers published as well as Ph.D. work going in the department.
- b) 2 major research projects sanctioned by UGC and DBT are being run by the faculty members of the department.
- c) All the faculty members of the department have participated in seminars, conferences workshops (national international) and also have delivered talks, lectures chaired sessions at international/national seminars/conferences.
- d) The department also coordinates the functioning of bioinformatics infrastructure facility. Funded by DBT, New Delhi.
- e) Faculty members of the department are also engaged in collaborative research work with reputed institutes like international Centre for Genetic Engg. & Biotechnology, New Delhi.

Infrastructure and learning resources:

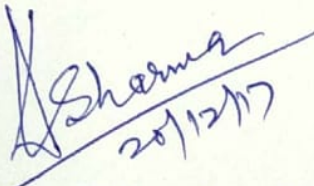
- a) The department is well equipped in the terms of classrooms, Labs, Seminar room and other support systems, well equipped and ICT methodology.
- b) Students are encouraged to use e-learning with the help of internet facilities of the department.
- c) Only 01 student is pursuing PhD from the department.

Students Support and progression Aspects:

- a) Students are encouraged to take part in the extra-curricular activities such as educational tours, cultural activities etc.
- b) The department has established Career Counselling & Placement Cell under the charge of the faculty members of the department.

Recommendations:

1. Recruitment against the vacant position to be expedited. This has to be immediately brought to effect as teacher student ration is increasing with each year.
2. Laboratories need further strengthening. More computers to be included in dry labs with updated technology.
3. Faculty members may be encouraged to apply for more extra-mural research grants.
4. There is a need of more inter-departmental collaboration for research and teaching purpose.
5. In spite of faculty crunch more extracurricular activities should be conducted by the department.


20/12/17

(Prof. Deepak Sharma)


20/12/2017

(Prof. Namita Singh)



(Prof. Rajesh Dhankhar)



(Prof. Pushpa Dahiya)

**DEPARTMENT OF BOTANY
MAHARSHI DAYANAND UNIVERSITY**

**MINUTES OF THE MEETING OF ACADEMIC AUDIT COMMITTEE HELD
ON 20/12/2017 AT 09:00 A.M.**

A meeting of academic audit committee for the session 2016-17 consisting of the following members was held on 20.12.2017 to carry out the academic audit of the department.

Following members were present:

1. Prof. Anita Sehrawat - Chairperson, Head, Dept. of Botany, M.D.U., Rohtak
2. Prof. Pushpa Dahiya - Dean, Faculty of Life Sciences, M.D.U., Rohtak
3. Prof. Veena Agrawal - Outside expert, Dept. of Botany, Delhi University
4. Prof. B.D.Vashishtha - Outside expert, Dept. of Botany, K.U. Kurukshetra

The committee members interacted with the faculty members, M.Sc students and research scholars of the department and sought their feedback about teaching, research, other facilities and activities of the department. The committee also went through the departmental profile, research and teaching facilities in the department, the academic achievements of the teachers and the annual report of the department for the academic year 2016-17. After going through the reports and all the above aspects as well as the various parameters mentioned by NAAC for the academic audit, the committee made the following observations/recommendations:

Curriculum aspects:

- a) At present, the following 2 courses are running in the department:
 - i) M.Sc. (Botany) 2 years with an intake of 40 students per year
 - ii) Ph.D. (Botany) with 15 registered students; five (05) and (11) new students were admitted to the Ph. D. program during 2016-17, 2017-18, respectively.
- b) The M.Sc. curriculum has been designed as per CBCS w.e.f. 2015-16 and accordingly the syllabus was revised keeping in view various competitive exams such as NET, Ph.D. entrance examinations etc. Dissertation is compulsory to impart specific scientific skills to the M.Sc. students. The syllabus has also been revised in the current session i.e. 2016-17 to make choice based credit system effective for entire university and also to assimilate the components of combined CSIR/JRF examination.
- c) The feedback is obtained from the students and the parents and the suggestions were taken into consideration.
- d) The students have free accessibility to meet the Head of the department and other staff members as and when required.
- e) The university library is well enriched with books, journals and e-resources (e-books and e-journals) and is used by the students on a regular basis.
- f) The department has well established computer lab with 20 computers and internet facility that is freely accessible to the students of the department.

Teaching: Learning and Evaluation:

- a) The courses running in the department are well designed and gaining importance as reflected by the average number of applications received and admission made into the courses.
- b) Student's performance is monitored throughout the Semester by both internal and external evaluations. Internal evaluation comprises of credit seminars, assignments, class seminars attendance of the student and written examination. This is followed by semester end external theory and practical examinations. Both internal and external assessment is done individually for each paper. Apart from regular examinations, the department strictly follows University norms comprehensive for continuous evaluation of students in the form of class test and regular presentations.
- c) Department has a strength of 06 permanent faculty members (2 professors, 4 Assistant Professors) with Ph. D. as their highest qualification. Three of the faculty members have also completed the Raman post doctoral fellowship at USA with financial support from UGC, New Delhi.
- d) Teacher : Students ratio is 1:14

Research, Consultancy & Extension:

- a) The faculty members of the department are actively engaged in research activities which are evident from the number of research papers published and number of Ph. D. students enrolled in the department.
- b) Faculty members have two ongoing research projects sanctioned by HSCST. One research project funded by SERB-DST was completed during 2016-17.
- c) All the faculty members of the department have participated in seminar/conferences/workshops (national/international) and also have delivered talks/lectures/chaired sessions at national seminars/conferences.
- d) The botanical garden/herbal garden is also under department to meet the requirement of research scholars of faculty of life Sciences/pharmacy for their field experiments.
- e) Faculty members of the department are also engaged in collaborative research work with reputed institutes like HAU; IARI, New Delhi; Amity University Noida and also with other departments of their university.

Infrastructure and Learning Resources:

- a) The department is well equipped in the terms of classrooms, laboratories, seminar room and other support systems.
- b) Students are encouraged to use e-learning with the help of internet facilities of the department.
- c) 15 students are pursuing Ph. D. from the department of which 04 are CSIR-JRF/NET and 05 are getting fellowship from the university.


Students Support and Progression Aspects:

- a) The student drop out ratio is almost nil.
- b) Students are encouraged to take part in the extra-curricular activities such as interdepartmental competitions, educational tours, cultural activities, organised by various departments of the University. Students of the department have also won prizes in interdepartmental declamation and poster making competitions. Students were also taken on an educational tour to Kullu-Manali, HP from 24-29 October, 2016. They also helped in the organization of various events at departmental or University level.
- c) Dept has organised R. K. sponsored workshop on Technique in Plant Sciences. Dr V.C. Kalia from IGBI Dr A.K. Bhatanagar, DU, Delhi and Dr B.D. Vashishtha. K.U. Kurukshetra.
- d) Dept. has been organised one day national conference on "Biodiversity: status and significance in 21.03. 2017
- e) The University has established Career Counselling & Placement Cell for the students. One teacher from the department is member of this cell. All the students of the department are members of life science association alumni.

Recommendations

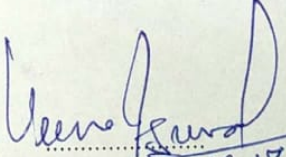
The Academic Audit Committee recommends the following:

- 1 One lecture theatre should be converted into seminar room.
- 2 The M.Sc. labs/ Central laboratory should be well equipped with more equipment. The computer lab should be air conditioned to meet the proper maintenance and functioning of computers.
- 3 Botanical garden should be enriched with more numbers of plants (herbs/seasonal/annual).
- 4 Department should apply for the UGC-SAP programme to raise more funds for research and development.

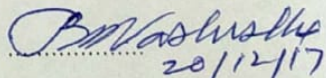

20/12/17

Prof. Anita Sehrawat
Head, Dept. of Botany
MDU, Rohtak

Prof. P. Dahiya
Dean, Faculty of
Life Sciences,
M.D.U. Rohtak


20.12.17

Prof. Veena Agrawal
Dept. of Botany
Delhi University


20/12/17

Prof. B.D. Vashishtha
Dept. of Botany
K.U. Kurukshetra

**CENTRE FOR BIOTECHNOLOGY
MAHARSHI DAYANAND UNIVERSITY**

**MINUTES OF THE MEETING OF ACADEMIC AUDIT COMMITTEE HELD ON
23. 01.2018 AT 11:00 AM**

A meeting of academic audit committee consisting of the following members was held on 23.01.2018 to carry out the academic audit of the Centre

Following members were present:

1. Prof. Puspha Dahiya – Dean, Faculty Life Sciences
2. Prof. Promod Mehta – Director CBT
3. Prof. Neeraj Dilbaghi– GJU, Hisar (External Expert)

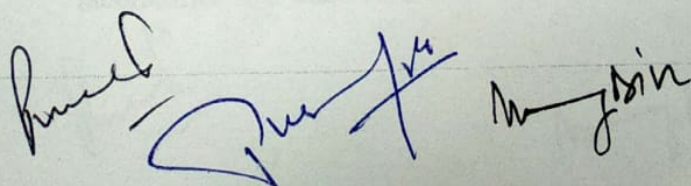
The committee members interacted with the faculty members and students and sought their feedback about teaching, research, other facilities and activities of the Centre. The committee also went through the annual departmental report, departmental profile and the self evaluation reports of the teachers for the academic year 2015-16. After going through the reports and all the above aspects as well as the various points mentioned in the criteria of Academic Report, the committee made the following observations/recommendations:

Curriculum aspects:

The Centre has PG (Post Graduate) teaching and research programmes in Biotechnology and Agriculture Biotechnology. The PG programme is of two years duration and is taught in semester (two semesters per year) and with open choice based credit based system. The syllabi of both the courses are as per the guidelines of UGC/DBT and are revised from time to time. The last update of syllabus was made in March-2015 as per CBCS of UGC. The syllabi are designed not only to impart knowledge but also to ensure success in the national level competitive exams.

The committee members also interacted with the students and their feedback revealed that:

- ✓ The students have free accessibility to meet the Director and other staff members of the Centre as and when required.
- ✓ The University library is well enriched with books, journals and e-resources (e-books and e-journals) and is used by the students on a regular basis.



- ✓ Departmental book-bank is also well established to cater the needs of text books for the students

Teaching Learning and Evaluation Aspects:

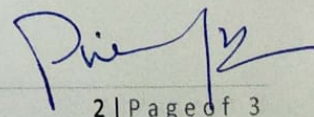
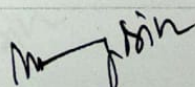
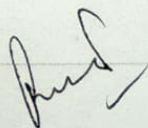
- a) The courses running in the Centre are well designed and gaining importance as reflected by the average number of applications received and admissions made into the course.
- b) Student's performance is monitored throughout the Semester by both internal and external evaluations. Internal evaluation comprises of Credit seminars, assignments, attendance of the student and written examination. This is followed by semester end external theory and practical examinations. Both internal and external assessments are done individually for each paper. Apart from regular examinations, the Centre strictly follows University norms for continuous evaluation of students in the form of class test and regular presentations.
- c) The Centre has a strength of 08 permanent faculty members with Ph.D as their highest qualification.
- d) Teacher:students ratio is 1:9

Research Consultancy & Extension Aspects:

- a) The faculty members of the Centre are actively engaged in research activities which are evident from the number of research papers published and the number of Ph.D students enrolled in the Centre (Annexure-I)
- b) Faculty members have research projects sanctioned by DBT, DST and ICMR (Annexure-II)
- c) All the faculty members of the Centre have participated in seminars/conferences/workshops at the national/international level and also have delivered talks/lectures/chaired sessions at the national seminars/conferences. (Annexure-III)
- d) Faculty members of the Centre are also engaged in collaborative research work with reputed institutes like PGIMS, Rohtak IGIB, RBIPMT and VP Chest Institute, New Delhi.

Infrastructure and Learning Resources:

- a) The Centre has two well equipped labs for M.Sc. teaching and several research laboratories and class rooms.



- b) The students are encouraged to use e-learning with the help of internet facilities available within the centre.
- c) 32 students are pursuing Ph.D. from the Centre, which are getting fellowships from different funding agencies.
- d) Centre has a Central Instrumentation facility with advanced sophisticated equipments.
- e) The centre has access to DBT sponsored Bioinformatics Centre & Central Animal House as well as Green House.
- f) Extension lectures were conducted on Chicken gunyea and How to write research papers to avoid plagiarism in Oct, 2016 by Prof Lalit Dhar and Prof Rao, AIIMS, New Delhi. A blood bank was organized with the help of Red Cross in March, 2017. More 100 students participated in this activity.

Students Support and Progression Aspects:

- a) The student drop out ratio is almost 10%.
- b) Students are encouraged to take part in the extra-curricular activities such as educational tours, cultural activities, etc.
- c) The University has established Career Counselling & Placement Cell for the students.

Prakash
23-1-18

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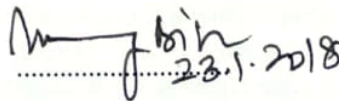
Recommendations

The Academic Audit Committee recommends the following:

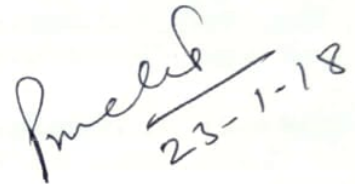
1. To promote outreach with the industry and field visits.
2. Popular lecture series should be encouraged.
3. To make foreign collaboration in research, so that students have better exposure with the foreign researchers.
4. The syllabus shall be modified so that students get more exposure to industry.
5. PG Diploma in Medical Laboratory Technology of one year duration should be introduced. M. Sc. Biotechnology, Medical Biotechnology and Microbiology students shall be eligible for the diploma so that students get suitable jobs/placements or self employment after completing the education. For that, the departments can approach skill development ministry for funding.



Prof. Puspha Dahiya
Dean, Faculty Life Sciences



Prof. Neeraj Dilbaghi
GJU, Hisar (External Expert)



Prof. Promod Mehta
Director, CBT

MAHARSHI DAYANAND UNIVERSITY ROHTAK
DEPARTMENT OF CHEMISTRY
ACADEMIC AUDIT REPORT

Academic Audit Committee comprising of following members carried out the Academic Audit of the Department for the year 2016-17 on 19.12.2017 at 11.00 a.m. in the office of the H.O.D.

1. Prof. Kiran Singh, Deptt. of Chemistry, Kurukshetra University, Kurukshetra
2. Prof. Sanjeev Maken, Deptt. of Chemistry, DCRUST, Murthal
3. Prof V.K. Sharma, Dean, Faculty of Physical Science, M.D.U. Rohtak.

The committee has gone through minutely the contents of Department Profile submitted by the H.O.D. Chemistry. The committee members interacted with the teachers, research scholars and M.Sc. students and gathered information regarding teaching, research, infrastructural facilities and other activities in the Department. The committee's Observations & Recommendations are:

Observations:

- (i) The M.Sc. (Chemistry) Course is of two years duration and taught in four semesters (two semesters per year). The evaluation system also involves internal assessment based on Assignments, Attendance, Seminars and House Test.
- (ii) There is a great competition for getting admission to M.Sc. Course for the academic session 2016-17. The Department received 2061 applications against 90 seats, which in turn reflects the demand of the Course.
- (iii) The Department has well-equipped Teaching Laboratories, Research Laboratories and Class rooms with modern teaching aids like OHP and LCD projectors. Three lecture theatres have been constructed to meet the requirement of the class room for 180 students in the Department.
- (iv) The Choice Based Credit System has been introduced in the Department w.e.f. academic session 2015-16. The syllabi have been designed not only to impart knowledge but also to ensure success in industries as well as National level competitive examinations. New experiments in three branches of Chemistry have been included in the syllabi which in turn will help the students in learning a number of physico-chemical techniques. The designed syllabi are also helpful in the employment of M.Sc. (Chemistry) students in teaching, research institutes and industries. To provide thrust on information communication technology, Foundation Course paper entitled, "computer for chemists" or a paper from pool of papers available on university website has also been introduced in M.Sc. (P) Chemistry class. The students have also option to opt "Discipline Specific Elective Papers" from the pool of paper available on the website of the university.
- (v) The faculty members are actively engaged in research work as evident from number of research papers published in National/International Journals. The UGC has sanctioned

J. Singh
19/12/17

Kg.

Smah

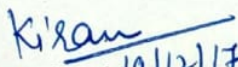
assistance of Rs. 1.18 crore to Department at the level of DRS-I under Special Assistance Programme (SAP). The department has purchased the following equipments, namely, (i) I.R. Spectrophotometer; (ii) Karl Fischer Titrator; and (iii) Electronic Balance. In addition to these, equipments as per need for the classes have been purchased from university equipments grant.

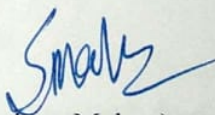
- (vi) Ten students have been awarded Ph.D. degree; three have been registered for Ph.D. degree and fifteen students have qualified the UGC-CSIR, NET examination.
- (vii) General feedback from the students and parents/guardians was taken in April, 2017.
- (viii) Most of the teachers have attended the Symposium, Conferences and some of them also have delivered invited talks in Conferences/Seminars. Prof. S.P. Khatkar & Prof. Vinod Bala Taxak presented their research papers in International Conference in United States of America

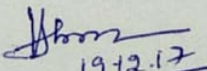
Recommendations:

The committee recommends that:-

- (i) The vacant posts of the teaching & non-teaching staff should be filled up at the earliest to impart quality education.
- (ii) Faculty members be motivated for getting more Major Projects from various funding Agencies and also to publish research papers in research journals having high impact factor.
- (iii) One Seminar Room, two Common rooms for boys & girls be provided in the Department.
- (iv) Fire Extinguishers installed in the Department be filled/replaced every year.


(Kiran Singh) 19/12/17


(Sanjeev Maken)


19.12.17
(V.K. Sharma)

An Academic Audit was carried out in the department of Economics on 12.12.2017. The following members attended the Academic Audit:

1. Chairperson : Prof. Promila Batra, Dean, Faculty of Social Sciences, M.D.U., Rohtak
2. Coordinator : Prof. Anita Dagar, Chairperson, Deptt. of Economics, M.D.U., Rohtak
3. Outside expert : Prof. Kuldeep Singh, Department of Economics, Kurukshetra University, Kurukshetra

The different aspects of the Academic Audit were discussed and verified by the committee point wise:

1. **Curriculum Aspects:**

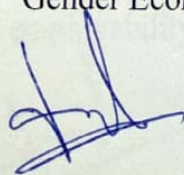
- In M.A. (2 years course), Choice Based Credit System (CBCS) was implemented from July, 2016.
- It is good that gender issues, urban economics and employability are a part of syllabi in the department.
- A parents-teachers interface was held on 20.04.2017 and the feedback about teachers was found positive.

2. **Teaching Learning and Evaluation:**

- To meet the teaching requirement of the department, the department has appointed 4 guest teachers. Regular faculty members should be appointed on priority basis.
- The participation of the faculty in academic activities like Seminars/, workshops/conferences etc. is quite satisfactory.
- Regular attendance of the students is appreciable. The attendance of students is quite high.

3. **Research Consultancy and Extension:**

- The following research areas are being focused by the department:
 1. Haryana Economy.
 2. Gender Economics.



3. Development Economics.
4. Agriculture Economics
5. Public Economics.
6. Energy Economics
7. Banking and Finance.
8. Issues in economics of governance and corruption.
9. International Economics
10. Urban Economics

- The present strength of students in Ph.D. is 29 which is quite good.
- Recently, the department has also undertaken the following activities:

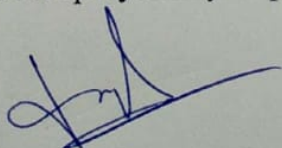
1. Minor Research Project of Rs. 20,000/- has been completed under Radha Krishanan Foundation Fund.
2. One day Workshop on the topic "Gender and Food security: Current Issues and Concerns" was organized under Radha Krishanan Foundation Fund (Rs. 30,000/-).
3. One day Workshop on "Economics of Gender and Development" was organized under Radha Krishanan Foundation Fund (Rs. 30,000/-).
4. The HOD has been regularly organizing seminars and workshops which is highly appreciable.

4. Infrastructure and Learning Resources:

The infrastructure and learning resources were found to be adequate. A Computer lab has been set up with 24 computers for the students. There is also an internet facility available at 10 computers. One visualizer, LED Display and Conference System were purchased and installed in the Kautilaya Hall, Department of Economics in the month of April, 2017.

5. Student support and progression:

- Pass percentage of students is above 80 which is highly satisfactory.
- The student body was found to be quite diverse with a good number of girls and rural students.
- Four new students have joined as JRF/URS.
- A lecture on gender sensitization was organized.
- Parents-Teacher meeting was held on 20.04.2017
- A Skill Development Programme was organized on 24.08.2016 to enhance the employability of passout students.



- Lecture on Personality Development was held on 27.03.2017.
- Extension lecture was organized on the topic "Economic Growth and Meditation" on 3.04.2017.

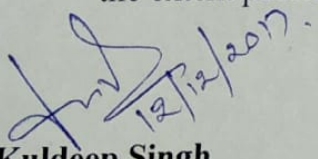
6. Innovative Practices:

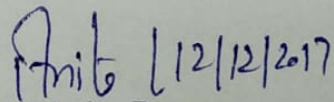
Problem solving assignments, regular tutorials organization of group discussion and Parents Teacher Meeting were appreciated by the committee.

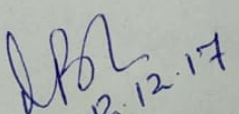
7. Overall Assessments and Recommendations:

On the whole, the committee was highly satisfied with the facilities and performance of the Department. The committee made the following recommendations:

- It is strongly recommended to appoint the regular teaching faculty against all vacant posts.
- Additional non teaching staff should be provided for smoother functioning of the administrative activities.
- Encourage inter-disciplinary research projects in the department.
- For computer lab, licensed software such as e-views, STATA need to be purchased.
- Provision for resource person to impart training to faculty and students need to be made.
- Funds may be allocated for field trip, data collection and organizing seminars and workshops on research methodology.
- The syllabi of B.A. Economics and M.A. Economics may be considered in the light of both, i.e. the U.G.C. and the U.P.S.C. to the extent possible.


12/12/2017
Prof. Kuldeep Singh
Kurukshetra University,
Kurukshetra


12/12/2017
Prof. Anita Dagar
Department of Economics
M.D.University, Rohtak


12.12.17
Prof. Promila Batra
Dean, Faculty of Social Sciences
M.D.University, Rohtak



MAHARSHI DAYANAND UNIVERSITY ROHTAK

(A State University established under Haryana Act No.XXV of 1975)

'A' Grade University Accredited by NAAC

Report of the Academic Audit Team

A Meeting of the Academic Audit Committee was held on 15th January, 2018 to conduct the Academic Audit of the Department. As per order of the Vice-Chancellor, Prof. Rajender Singh Yadav & Prof. Meenakshi Sharma were nominated as two outside experts to conduct the academic audit.

The Team comprising of Prof. Rajender Singh Yadav, Prof. Meenakshi Sharma and Dean, Faculty of Education, M.D. University, Rohtak reviewed the Academic, Research and Extension work done by the Department. The committee members interacted with the Faculty Members, research scholars and students of the department and verified the infrastructural and instructional facilities available in the department. Following were the observation on the various aspects

1. Curriculum

a) The Department of Education is running following courses:

1. M.A. (Education) 2 years with an intake of 30 seats.
2. M.Ed. 2 years, with an intake of 50 seats.
3. M.Phil. (Education) 1 year, with an intake of 15 seats.

The curriculum of all the programmes have been prepared keeping in view the guidelines of both UGC as well as NCTE (for M.Ed. 02 years course).

b) Feedback from the students and parents is being sought regularly on five parameters, i.e. Quality of Course content, Knowledge and Communication Skills of the Teachers; Teacher's accessibility outside the class; Evaluative Techniques and Internal Assessment. Suggestions received from them are incorporated for improving Quality Education in the Department.

2- Teaching-Learning and Evaluation

a) Department had strength of 09 Faculty Members including 05 Professors (Out of these 05 Professors, 02 Professors got retired on 30th April, 2016) and presently there are 3 Professors and 05 Assistant Professors. All the Faculty Members are serving on regular basis.

b) Faculty members participated in 40 (Forty Only) International and National Conferences and Seminars / Workshops/ Symposia. Senior faculty members acted as resource persons and chaired technical session in various National Conferences and Seminars.

- c) Faculty members transact the curriculum by using innovative strategies which add to quality of classroom interaction and also helps in ensuring active participation of the students.
- d) Apart from term end semester examinations, the department strictly follows university norms for continuous evaluation of students through class tests, assignments / presentations and attendance.

3) Research Consultancy and Extension

- a) Department has organized National Level Workshop on Research Methodology and Statistics in Social Sciences on March 22nd to March 28th, 2017.
- b) The Department has organised National Level Workshop on Advanced Educational Statistics on May 04th, 2017 to May 06th, 2017.

Name of the Faculty who is Ph.D. Guide	No. of Students registered in 2016-17	Total no. of Students registered under him/her as on 30.06.2017	No. of Ph.D. Awarded during 2016-17
Prof. Indira Dhull	NIL	08	NIL
Prof. H.L. Sharma	NIL	07	02
Prof. Madhu Gupta	01	07	02
Prof. Jitender Kumar	02	08	02
Dr. Neeru Rathee	NIL	04	NIL
Dr. Madhuri Hooda	01	04	NIL
Dr. Umender Malik	01	04	02
Dr. Sarita	NIL	04	NIL

- c) In addition to above, all the faculty members are engaged in publishing research papers in journals of National and International repute including the research papers in journals having impact factor 7.89 or so.
- d) In the current session 2017-18 seven (07) Junior Research Fellows and Thirteen (13) Senior Research Fellows and Three (3) URS are pursuing Ph.D. in the Department.

4) Infrastructure and Learning Resources

- a) The Department has been housed in a spacious building and infrastructure is of very good quality. Education Technology and Psychological Labs are well equipped.
- b) Students have access to e-learning with internet facilities in the Department.
- c) Besides Departmental Library, the students have an easy access to Main Library which is located at working distance from the department.

5) Students Support and Progression

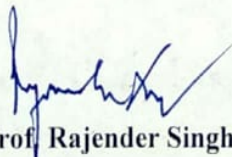
- a) Dropout rate in all the courses being run by Department is almost negligible.
- b) Roaster System applicable as per University norms.
- c) Students are engaged in extracurricular activities like celebration of Teachers' Day, Quiz Competition and Cultural Programme in the beginning of the session. The

Department also celebrated World's Earth day on 22th April, 2017 by planting trees in the campus, organized a rally to sensitize the students on environment awareness.

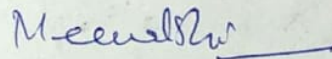
- d) Edufest is organized every year regularly in which students participate in various and also win prize.
- e) 12 students of the Department qualified NET during the academic session 2016-17.
- f) Placement Cell, under the charge of Dr. Sarita Dahiya, of the department is playing its role effectively by organizing Extension Lecturers, providing Guidance and Counselling services. So students of Department are getting Scholarship as per Haryana Govt. rules.

6) Innovative Practices

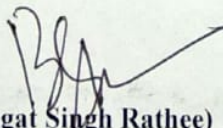
- a) To create a positive impact on the functioning of the department, the use of internet, journals, participation in seminars / conferences / workshops, refresher courses and orientation programme is in place.
- b) Stress is laid on developing professional and human skills through internship and self development programme.
- c) Students write one 'Thought of the Day' daily on the Notice Board of the Department.
- d) Emphasis is laid on cleanliness.
- e) The Department is providing research consultancy to the neighbouring educational institutions running M.Ed. programme where faculty from the department organize workshop and act as Resource person.
- f) Annual Parent Teacher meeting is being organized in the Department to take the Feedback and suggestions from the Parents.



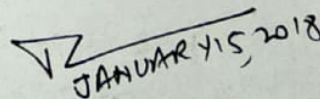
(Prof. Rajender Singh Yadav)
Professor of Education
Kurukshetra University, Kurukshetra
Outside Expert



(Prof. Meenakshi Sharma)
Professor of Education
Punjabi University, Patiala
Outside Expert



(Prof. Bhagat Singh Rathee)
Dean, Faculty of Education
M.D. University, Rohtak



JANUARY 15, 2018

(Prof. Jitender Kumar)
Head, Dept. of Education
M.D. University, Rohtak

MINUTES OF THE MEETING OF THE ACADEMIC AUDIT OF THE DEPARTMENT OF ENVIRONMENTAL SCIENCES WAS HELD ON 19.12.2017 AT 2.00 P.M.

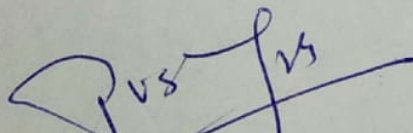
Meeting of the Academic Audit of the Department of Environmental Sciences was held on 19.12.2017 at 2.00 p.m. The following members were present:-


1. Prof. Pushpa Dahiya Dean Faculty of Life Sciences
2. Dr. Rajesh Dhankhar Chairperson
3. Dr. K.E.Mothi Kumar Outside expert
Senior Scientist (HARSAC)
CCS HAU Campus Hisar
4. Prof. Akshya K. Pradhan Outside expert
Deptt. of Genetics South Campus
D.U. Delhi

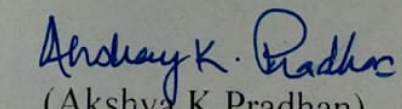
The chairperson of the department made a presentation about the departmental activities including course curriculum of M.Sc. Environmental Sciences and Environmental Biotechnology, research achievements and infrastructural facilities. The experts visited various laboratories and classrooms and interacted with the students and teachers. The following observations were made:

1. Alumni of the Department should be strengthened.
2. Maintain log book of instruments costing more than Rs. 2.0 lakhs.
3. Firefighting equipment in the department should be installed.
4. Provision of Ramp/Lift in the building should be made.
5. M.Sc. Laboratory should be properly strengthened with the additional equipment taking into consideration the strength of the students for M.Sc. program.

The department has been making a very good progress and addition of the above facilities would further strengthen the teaching and research activities.


(Pushpa Dahiya)
Dean, Life Science


(K.E.Mothi Kumar)
Outside expert


(Akshya K. Pradhan)
Outside expert

MAHARSHI DAYANAND UNIVERSITY, ROHTAK
DEPARTMENT OF FOOD TECHNOLOGY

Subject: Proceedings of the meeting of Academic Audit Committee in the department of Food Technology, M.D. University, Rohtak for the academic session 2016-17

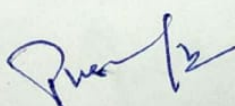
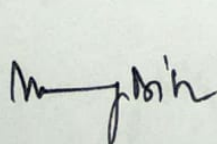
The academic audit of the department of Food Technology was conducted on 14th December, 2017. The academic audit committee was comprised of the following members:

- | | |
|---|---|
| 1. Prof. Pushpa Dahiya | Dean, Faculty of Life Sciences
M.D. University, Rohtak |
| 2. Prof. Rajbala Grewal
Centre of Food Science & Technology,
CCS HAU, Hisar | Outside Expert |
| 3. Prof. Neeraj Dilbaghi
GJU of Science & Technology, Hisar | Outside Expert |

The Head of the department presented an overview of different activities before the committee regarding the various parameters to be considered for academic audit. The academic audit committee visited the department, research laboratories, students' laboratories and class rooms. The brief summary of the observations made by the committee is as given under:-

1. Curriculum aspects

- i) The department has provision of M.Sc and Ph.D programme in Food Technology. The PG course is of two years duration comprising of two semesters per year.
- ii) The syllabi of both M.Sc as well as Ph.D course work have been designed as per guidelines of UGC.
- iii) The syllabi of M.Sc program was revised from the academic session 2016-17. The department has adopted Choice based credit system (CBCS).
- iv) The CBCS includes all the core areas of food processing and technology. Apart from this, basic foundation courses and open elective papers have been incorporated in the syllabus for the students during the 2nd and 3rd semesters. The students have choice to opt foundation course/ open elective course from



the common pool of these papers as floated by various departments in the University.

- v) The scheme of examination has provision of both external as well as internal evaluation for the students. The internal assessment is made on the basis of assignments/dissertation, class tests, attendance and overall disciplinary records of the students.
- vi) To enhance the research orientation of the M.Sc students, provision of dissertation has been made in the 4th semester of the M.Sc. program.
- vii) The curriculum of M.Sc. program has also the provision of 3-4 weeks industrial training to enhance the practical exposure and professional skills of the students.

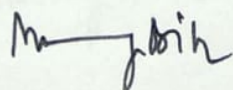
2. Teaching, Learning and Evaluation

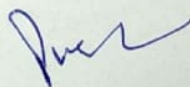
- i) The department has three regular faculty teachers including one Associate Professor and two Assistant Professors. To meet out additional teaching requirements of the students, the research scholars and guest teachers are engaged for the teaching purpose.
- ii) The total annual intake of the students in PG programme is 20, thereby making a good teacher/student ratio of 1:14.
- iii) The students learning status is assessed and evaluated regularly through the assignments, seminars, sessional tests, semester tests and other presentations. The extension lectures/expert lectures are also arranged for the students and the students are also encouraged to participate in the workshops/seminars/conferences.
- iv) The department has also organized following event during 2016-17.

World Food Day-2016 on "Climate is changing. Food and agriculture must too" was celebrated by organizing various events including Science quiz contest, Declamation contest and Poster making contest for the students of all the departments of University.

3. Research consultancy and extension

- i) The faculty members have also published research papers in national/international journals of good repute with good impact factors **(Annexure-I)**
- ii) The faculty members have also attended and presented papers in national/international conferences/ seminars/workshops and presented their research work. **(Annexure-II)**







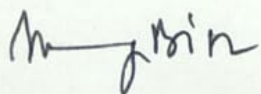
- iii) During the academic session 2016-17, eighteen students have completed their M.Sc dissertations.
- iv) One student has completed and submitted her Ph.D thesis under the guidance of Dr. Ritika Yadav during the academic session 2016-17.
- v) To promote and facilitate the research activities in the department, sophisticated research equipments have been installed in the research labs.

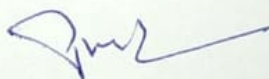
4. Infrastructure and Learning Resources

- i) The department has well furnished and well equipped research laboratories, students' laboratories, class rooms/seminars rooms with modern teaching aids like LCD projectors and smart class boards etc.
- ii) Some of major research equipments include Rheometer, Rapid visco analyzer, Partical size analyzer, Food texture analyzer and Hunter Lab colorimeter etc.
- iii) The department has also a computer lab with an installed capacity of 10 computers to facilitate the students for computational works and accessibility of internet.
- iv) During the academic session 2016-17, equipments/instruments of worth Rs.16.00 lakhs were purchased for M.Sc. as well as research purpose.

5. Students' support and progression

- i) The department has a total number of 38 students (Girls 27 & Boys 11) in PG classes and 06 Ph.D scholars during the academic session 2016-17.
- ii) During the academic session 20 new students were admitted in M.Sc programme against the sanctioned strength of 20.
- iii) During the academic session 2016-17 the pass percentage of the students (Previous as well as final year) was 100%.
- iv) The M.Sc students actively participate in get together functions and organize World Food Day as annual event in the department. The students actively participate in the cultural activities quiz contest, poster making contest and declamation contest on the occasion of world food day.







- iv) To support the students regarding the industrial training and placement, department has provision of training/placement teacher incharge to guide and facilitate the students for industrial training and their placement.
- vi) The students admitted during the academic session 2016-17 have undergone industrial training of 3-4 weeks in the various industries/organizations namely Unique Fragnances Ltd., Lakshya Food India Ltd., Bharat Agro Ltd., Amul Dudh Moti Sagar Dairy, FICCI research & Analysis Centre (FRAC), Home Made Bakers India Ltd., Parle biscuits Ltd., Vita Milk Plant Ltd., Co-operative Milk Producer's Union Ltd. Milk Plant, Enrich Agro food Products Pvt. Ltd., Training & Development FICCI FRAC Lab, New Delhi, Haldirams Snacks Pvt. Ltd. and Vita Milk Plant.
- vii) Students feedback about academic activities and administrative activities in the department is also taken periodically.

Recommendations/suggestions of the Committee

The committee appreciated the progress made by the department. However, committee recommends that more emphasis on conduct of Expert lectures and educational tours be made for enhanced exposure to students.

fgrewal
14/12/2017
(Prof Rajbala Grewal)

Neesaj
14/12/2017
(Prof Neesaj Bilbagti)

Pvshpa
14/12/17
(PUSHPA DAHIA)

MAHARSHI DAYANAND UNIVERSITY, ROHTAK
DEPARTMENT OF GENETICS

**MINUTES OF THE MEETING OF THE COMMITTEE TO CONDUCT ACADEMIC
AUDIT FOR THE YEAR 2016-2017 OF THE DEPARTMENT OF GENETICS HELD
ON 20.12.2017 AT 12.00 NOON.**

The meeting comprising of following members was held on 20.12.2017 at 12.00 noon in the Office of Head, Department of Genetics for Academic Audit of session 2016-17: -

1. **Prof. Pushpa Dahiya** : Dean, Faculty of Life Science,
M. D. University Rohtak
2. **Dr. R.K. Sarin,** : Outside Expert (Forensic Science)
Director Retired, Central Forensic
Science Laboratory, Hyderabad,
(Sector-14, Gurugram).
3. **Prof. Parveen Sharma** : Outside Expert (Genetics)
Deptt. of Environmental Science,
G.J.U., Hisar.

A presentation about the course offered, availability of research facility and achievements was made by Head of Department. Following observations were made by committee members including the panel of outside experts –

1. Department have been running of two M.Sc. courses, M.Sc. Genetics and M.Sc. Forensic Science with Choice Based Credit System as per UGC norms. Both these PG courses comprise Core Paper including practical, Discipline Specific Elective, Open Elective/Interdisciplinary, Foundation course and Project work/Field work/Dissertation/Group Seminar. Syllabi/contents of these courses are being regularly revised as per UGC requirements.
2. All the M.Sc. classrooms are equipped with multimedia, projector and other teaching aids such as power point presentation.
3. The department is fully connected with Internet, updated PCs, printers, scanners and photocopier machine.
4. During 2016-17, Department of Genetics availed financial assistance for Teaching & Research by three Major Programs i.e. DST-FIST, UGC-SAP and UGC-Innovative.
5. Seven Research Projects awarded to individual faculty by the funding agencies like DBT, ICMR, UGC, and M.D.U. Rohtak. Total grant received for these Programs/Project during 2016-17 was Rs. 58,37,591/-.
6. Each faculty member actively involved in Teaching and R&D programs. As a result 31 research papers of national and international repute were published during this time period.
7. Faculty members have attended Refresher Courses and various National and International seminars, conferences and workshops.
8. Faculty members of the department also participated in various academic activities other than Teaching and Research.

[Signature]

[Signature]
20/12/17

R-h Sarin
20/12-2017

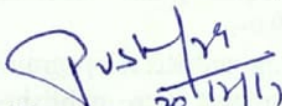
9. Department is equipped with useful instruments like Gas Chromatograph- Mass Spectrometer (GC-MS), RT-PCR, FTIR, 2-D electrophoresis, Microplate Reader, PCR, Gel-Documentation system, Deep Freezers (-80°C and -20°C), UV-VIS spectrophotometer, Lyophilizer, Supercritical Extractor, Fluorescence microscope etc for practical and research purposes.
10. There are 25 Research Scholars including 6 SRF, 4 JRF and 4 URS in the department. Two students qualified UGC- NET in the year 2016-17. There are also Women Scientist-DST and DBT one each.
11. Department collaborated with various National organizations like AIIMS, New Delhi, Pt. B.D.S. University of Health Sciences, Rohtak, Central Forensic Science Laboratory of CBI, New Delhi, Central Institute of Cotton Research (CICR), Sirsa, Haryana, Forensic Science Laboratory, Junga (HP.) and Forensic Science Laboratory, Govt of NCT New Delhi for the purpose of Research work, Dissertation work and other Training programs, the.
12. The Department has IQAC cell which regularly monitors the teaching and research quality evaluation and student support through feedback from students and parents, student-teacher interaction and motivational lectures.

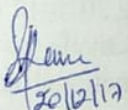
Committee appreciate and congratulate the teaching faculty of Deptt. of Genetics

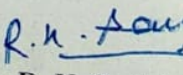
- i) For running two M.Sc courses i.e. M.Sc Genetics and M.Sc Forensic Science.
- ii) For running Major Programs i.e. UGC Innovative programme, UGC-SAP and DST- FIST for Teaching & Research, besides the independent research projects like LCD presentation, power point and internet etc.
- iii) For deciphering knowledge to the students with the help of latest educational tools like LCD presentation, power point and internet etc.
- iv) The faculty members of the Deptt. published 31 research publications in various international and national journals of repute despite of scarcity of space in the Department.

Recommendations -

- During the visit, it was observed that there is insufficient space to properly run teaching and research activities under Genetics and Forensic Science courses. Existing space for keeping sophisticated instruments is not Adequate and need proper conditions for their efficient functioning. Therefore, space for same may accordingly be increased. Also important to mention here is that M.Sc Forensic course should be strengthened by running specialization in Forensic Physical Sciences which is still on standby mode due to lack of faculty.
- Some more instruments i.e. Genetic Analyser should be purchased for strengthening of the courses subject to the availability of funds.
- Possibility of starting, a consultancy service / testing may be explored for internal resources generation in the Deptt.


 (Prof. Pushpa Dahiya)
 Dean, Faculty of Life Sciences


 (Prof. Parveen Sharma)
 Outside Expert


 (Dr. R. K. Sarin)
 Outside Expert

MINUTES OF THE MEETING OF ACADEMIC AUDIT COMMITTEE IN LAW HELD ON 19.12.2017 AT 01.00 P.M. IN THE OFFICE OF HEAD, DEPARTMENT OF LAW, M.D. UNIVERSITY, ROHTAK

A meeting of Academic Audit Committee consisting of the following members to carry out the Academic Audit of the Department was held on 19.12.2017 in the office of the Head, Department of Law.

The following members were present:

- | | |
|---|------------------------|
| 1. Prof. Manjula Batra,
Department of Law, Jamia Millia Islamia,
New Delhi | Outside Expert, Member |
| 2. Prof. Rajpal Sharma,
Faculty of Law, Kurukshetra University,
Kurukshetra | Outside Expert, Member |
| 3. Prof. A.S. Dalal,
Head & Dean, Faculty of Law,
M.D. University, Rohtak | Member |

The committee members interacted with the faculty members and the students and sought their feedback about teaching, research, other facilities and activities in the Department. The committee has gone through the Annual Departmental Report, Departmental profile and self-evaluative reports of the teachers for the academic year 2016-17 placed by the Head of the Department.

After going through the reports and all the above aspects as well as various points mentioned in the criteria of Academic Report, the Committee made the following observations/recommendations:-

Curriculum Aspects:-

- a) In the Academic Year 2016-17 following Five courses were being run in the Department:-
 1. 5-Year Integrated B.A.LL.B (Hons.) with intake of 160 students
 2. LL.B (3 Year) course (Morning & 2nd Shift) with an intake of 80 students each.
 3. LL.M (2 Year) course (Morning & 2nd Shift) with an intake 30 students each.
 4. Ph.D (Law) with an intake of 05 students.
- b) The syllabi of all the above mentioned courses are in accordance with norms of Bar Council of India/UGC. As a result of which, approximately 15 students qualified the NET/JRF. All the UG and PG courses were last revised in 2009-10 and 2010-11 and also updated recently 2017-18, specially the scheme of syllabi of B.A.LL.B-5 (Hons.) Year course.
- c) The feedback from the students was taken in the proforma of feedback in November 2016 and the suggestions were incorporated. Feedback for the session 2016-17 reveals that the

students have rated the Department in the "Good" category giving an average score of 3.1 score out of the maximum score of 4.

- d) Parents were also invited and their feedback was also obtained. The parents strongly agreed on almost all the parameters. However, few parents disagreed on the factor "Department makes good efforts for the placement of students". The Department as well as the University has started making good efforts in this direction and a placement cell is established at University as well as Department level.
- e) The students have free accessibility to meet the HOD as well as all the faculty members as and when required.

Teaching - Learning and Evaluation Aspects:-

- a) The courses running in the Department are in great demand as the Department received total 2369 applications, against 160 seats of B.A.LL.B 5 Year course, 2505 applications for LL.B 3 Year course (Morning & 2nd shift) for 160 seats. Further, 483 applications were received for LL.M (Morning & 2nd Shift) against 60 seats & 112 applications were received for Ph.D. against 05 seats. Wide publicity about admission is given by the University by giving notifications in national as well as regional news papers and through internet.
- b) Apart from regular examinations, the Department strictly follows University norms for continuous evaluation of students in the form of class tests, assignments and regular presentations.
- c) Tutorials/Remedial classes are also conducted for the overall academic improvement of the students.
- d) Department has strength of 20 Permanent Faculty members including 08 Professors, 01 Associate Professors & 11 Assistant Professors. One resource person have been appointed to meet with the deficiency.
- e) All the faculty members are highly qualified with Ph.D Degree.
- f) Teacher student's ratio is about 1:40.

Research Consultancy and Extension:-

- a) The faculty members of the Department are actively engaged in the research activity which is evident from number of research papers published and number of Ph.D awarded during 2016-17.
- b) Most of the faculty members have participated in seminars/conferences/workshops and also delivered Guest Lectures during this period. (Details Annexed)

- c) About 74 students were pursuing their Ph.D. degree during 2016-17 and out of these, 10 have been awarded Ph.D. degrees.

Infrastructure and Learning Resources:-

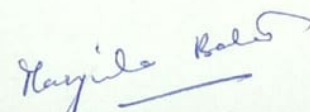
- a) The Department is well equipped in terms of Library, Class Rooms and other support systems.
- b) Library is very rich so far as the quantity and the quality is concerned (with an access to E-data) and being used by the students regularly which help them to enrich their knowledge in the professional life. The Law Library subscribes to Manupatra as an e-resource.
- c) Students are encouraged to e-learning with the help of internet facilities in the Department there is a full-fledged Computer Lab in the Department. 40 computers are available in the Lab with Internet facility.

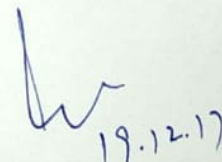
Students Support and Progression:-

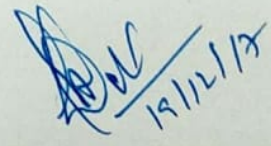
- a) Workshop on “Workshop on Menace of Corruption in India” on 19th October, 2016.
- b) Workshop on “Constitutional Quest for Uniform Civil Code: A Mirage” on 08th April 2017.
- c) All the students are encouraged to take part in extra-curricular activities such as educational tours, sports and co-curricular activities etc.
- d) Drop out ratio is very less i.e. 10 per cent.

Innovative Practices:-

- a) E-notes are provided to the students
- b) Active interaction between students and teachers is generally done in tutorial and remedial classes. Participative group discussions on case studies are also held in the class rooms.


Prof. Manjula Batra
(Outside Expert)


Prof. Rajpal Sharma
(Outside Expert)


Prof. A.S. Dalal
(Head & Dean)

DEPARTMENT OF LIBRARY & INFORMATION SCIENCE
(Academic Audit Report 2016-17)

PROCEEDINGS OF THE MEETING OF THE COMMITTEE CONSITITUTED BY THE VICE-CHANCELLOR FOR ACADEMIC AUDIT, 2016-17, OF THE DEPARTMENT OF LIBRARY AND INFORMATION SCIENCE, M.D. UNIVERSITY, ROHTAK, HELD ON 22.12.2017 AT 11.30 AM IN THE OFFICE OF HEAD, DEPARTMENT OF LIBRARY & INFORMATION SCIENCE, M.D. UNIVERSITY, ROHTAK.

The Academic Audit for the year 2016-17 was conducted on 22.12.17 in the office of the Head, Department of Library and Information Science at 11.30 am. All the parameters as per IQAC guidelines were examined and verified by the committee. Proceedings of same meeting are follows.

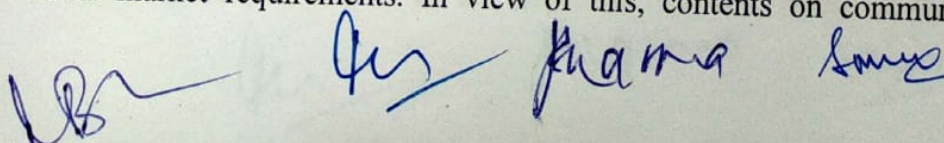
The following members were present:

1. Prof. Promila Batra, Dean, Faculty of Social Science, M.D. University, Rohtak.
2. Prof. Jaideep Sharma, Professor, School of Social Sciences, IGNOU, New Delhi-110068.
3. Dr. Prem Chand, Librarian, Indian Institute of Advanced Study, Rashtrapati Niwas, Shimla- 171 005
4. Dr. Satish Kumar Malik, Head, Department of Library & Information Science, M.D. University, Rohtak.

1. Curriculum Aspects

Curriculum aspects were audited by considering the norms and guidelines prescribed by the university. The assessment is schematically presented below.

- After the introduction of course, the first revision of the curricula of M. Lib. I. Sc. was in the session 2012-13. After introduction of Choice-Based Credit System (CBCS) the syllabus was redesigned afresh and implemented from the academic session 2016-17. During this design new curses were introduced.
- There were four stages of revision drafts of the curricula on the basis of inputs from UGC's CDC Report, though old still useful, syllabus consultation from leading library schools of India and abroad and the final version of the syllabi was prepared on the basis of local needs also.
- Introduction of Information Technology was well considered from the point of view of job requirements. This aspect was the segment of the syllabus in the form of Information and Communication Technologies (ICTs). When the syllabus is scanned the clear visibility of the ICTs aspects are found in all the semesters.
- The course contents have been designed and developed keeping in view the current market requirements. In view of this, contents on communication



skills, technical writing, digital library, website designing, information literacy and e-resource management has been introduced in the syllabi.

- The concept of 'national development' and higher education especially librarianship education is imbibed into the course though not with a proper heading at the M. Lib. I. Sc level. Where as in the PhD course work research is linked with national development with annotations so that the concerned teacher can well be guided. So far the experimental learning is concerned practical aspect is duly considered in the form of teaching classification, cataloguing and some aspects of management. Work experience aspect is included in the syllabi as the students of last semester attain the internship in the university library itself, so that they get exposure before leaving the course in the department.
- As the value education has become a pivotal part of national curriculum system, the syllabus of DLIS, MDU Rohtak is sensitive in training its students with those values in some form or other. Another aspect, social citizenship is also taken care of in the same paper where value education is discussed. Fundamentals of Library and Information Science, the paper at the initial semester is competent enough to discuss these issues. Also an open elective paper on Academic Integrity and Plagiarism has been introduced in the revised CBCS syllabus.
- At present masters (M. Lib. I. Sc.) and doctoral level degrees are offered.

2. **Teaching, Learning and Evaluation**

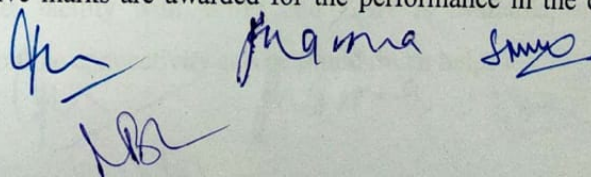
While considering the teaching learning aspect a vital element in the context of curricula, the following observations have been made.

- The proportionate ratio to application received and admittance is very satisfactory in the course. The ratio 2.62 is healthy to indicate the good choice and preference of the students for the course.
- Planning for teaching and evaluation is sketched before the session begins. Before the commencement of classes the time table is decided in a departmental meeting with even a specific changes need to be taken in the classroom. This planning covers number of teaching weeks, lectures and tutorials available for each unit along with the details of the concerned teachers. For evaluation feedback from the students are taken in the mid of the semester and analysis is done on the responses received. Based on the result,

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corrective measures are also taken. Further evaluation is done once the exam is over whether it is house test or the semester exam. However, students are continuously evaluated throughout the year. The process is at par with university norms.

- The Department is equipped with smart classrooms with electronic podium, interactive digital panel, projectors and motorised projection screens, computer/laptop, often and when necessity the teacher teaches with internet access in the classroom. The computer lab is having 15 PCs at present and further addition is in proposed also.
- Tutorial classes have been included in certain papers as per scheme of examination. Moreover, additional tutorials are also arranged by individual teachers as and when required.
- Counseling – Teachers of the Department act as the counselors for the students for their professional as well as personal matters to the extent is understandable with few advices and suggestions. Students are being motivated by the teachers to work hard, reduce absenteeism and in-time arrival to the classes.
- Special extra classes are offered to the students for preparing them for UGC-NET/JRF both in paper I and II and III also. One teacher has been officially assigned as the coordinator for the Career and Counseling Cell in the Department.
- Department has its own departmental library. Parent-Teacher Association also exists to discuss certain issues. The last meeting with parent was on May 3, 2017. Shot attendance is communicated to the students. Seminars and Group Discussion is conducted as part of the curricula.
- Besides regular teaching, the support is provided to the students for career counseling, cultural, co-curricular/extension activities and other related activities by providing personal support and guidance to them as and when required. A newspaper library is available and three newspapers subscribed daily.
- The faculty strength is five. Teacher-student ratio is 1:18; teachers with PhDs are 4 in number. The performance of the students is analyzed as per the given details: Semester End: Theory and Practical Exams (80%) + Continuous assessment (20%), five marks are awarded for the performance in the class,



discipline and behaviour in the Department, participation in Departmental Seminars/Extension lectures/ Conferences/other activities.

- Practical experience on the course content is given by explaining them the content in the real problem situations by using university library's resources. Use of PPTs, Seminars, Tutorials, Group Discussions (GD) and Brainstorming classes are also conducted in a regular basis. Moreover this aspect s included in timetable also. Library Tours organized to places of interests both of the teachers and students. In addition to that place is chosen here at least one or two libraries are located so that the students can get better exposure. Arrangements are made for substitute teachers whenever he/she proceeds on leave. Staff meetings are organized once in a month to discuss various departmental issues.

3. **Research, Consultancy and Extension**

While considering the research, consultancy and extension services important to higher education, the Department is very much engaged in all these activities, especially with research.

- During the assessment period the PhD students enrolled and registered were 14, which was encouraging. One PhD awarded during this session.
- Research areas are interdisciplinary in nature and pertaining to various subject areas such as information retrieval, human resources management, ICT applications in libraries, e-resource management, information seeking behaviour and CBCS.
- Three faculty members were invited nine places for invited and extension lectures at various educational institution
- One faculty members attended workshop.
- One faculty member conducted 1 plagiarism workshop and other 4 faculty member attended 5 different conferences on various themes.

4. **Infrastructure & Learning Resources**

- The Department has also a rich collection in its departmental library along with good number of titles by international publishing houses; Academic Press, Chandos, Libraries Unlimited, Facet and many others.
- Teaching with aids is regularly considered high in the Department and therefore an Internet facility with Wi-Fi and LAN is available, so that demonstration with online connectivity can be found much helpful.

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- Smart classrooms with electronic podiums and a computer lab with 15 PCs, printers and scanner with online power backup are additional benefits for the learners.
- Faculty members are also equipped with 5 desktop and 3 laptops to manage their teaching and research activities.
- A new research chamber for doctoral students was also made available additionally.

5. Student Support and Progression

- The provision of placement and counseling facilities is also an additional feature of the department availing traineeship in big government organization in Delhi, also helps the students learn many advanced techniques in the field with little fixed amount of money. One teacher has been appointed as the Coordinator for the Career and Counseling Cell in the Department.
- One month internship after 2nd semester and 2 months internship after 4th semester for industry exposure is offered.
- Parents-teacher meeting additionally brings advantages in knowing the students better as the parents come up with valid inputs. The students' productivity is good in terms of pass out records with first divisions (i.e. 67%) and clearing UGC-CBSE-NET at the national level. The record, 4 NET qualified scholars are one among many surprises which makes the total 26 (20 NET and 6 JRFs) in totality.
- A chamber for research scholars have been allotted with Internet facility so that they can discuss and pursue their research work.

6. Innovative Practices

- Time to time innovations are searched and implemented in the form of classroom deliberations and practical exposures.
- Practical experience on the course content is given by explaining them the content in the real problem situations by using university library's resources.
- Use of PPTs, brainstorming sessions, seminars, extempore competitions, tutorials and group discussions are regular features of the department and internal assessment is being done on these bases.

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- Whenever some function is there in the Department, students are assigned duties and asked to manage the things themselves so as to enable them to learn managerial skills.
- Arrangements are made for substitute teachers whenever he/she proceeds on leave.
- Staff meetings are organized once in a month to discuss various departmental issues.

7. Overall Assessment and Recommendations

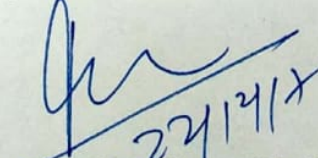
The members of Academic Audit team for the department has well affirmed that the Department is young; however prosperity has become a steady and straight phenomenon in imparting education, training and research to the students of the region. Further the faculty needs to be encouraged to submit research proposals to UGC and other funding agencies. Some of the innovations are also found as the masters were facilitated with visiting rural libraries. At the same time some extension and series lectures by scholars from outside of high repute of contemporary interdisciplinary areas are needed to update the students and often the faculties also. Introducing reading club, book club or in the form of literary society for literary development is a noble option for department. Over all the performance in all level i.e., curriculum, teaching and research, innovations, infrastructure are satisfactory.

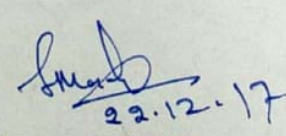
Action Taken Report

- The extension lecture during the audit period was 'Growth and Development of Nutrition Science Literature: Impact on Librarianship', by Prof. Sheel Sharma on 29.09.16.
- Under community service programme, the event was successful while visiting the rural libraries especially with master students. The last visit to a rural library was to the village Ajaib in Mehem tehsil on October 16, 2016. There we donated eight books to the library collected by the students.
- As it was suggested to have reading club, the Department introduced a special space with three daily newspapers.


(Promila Batra)


(Jaideep Sharma)


(Prem Chand)


(Satish Kumar Malik)

(1)
MAHARSHI DAYANAND UNIVERSITY, ROHTAK
DEPT. OF DEFENCE & STRATEGIC STUDIES

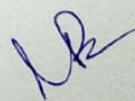
Academic Audit Report (2016-17)

The meeting of Academic Audit Committee for the session 2016-17 was held in the Dept. of Defence & Strategic Studies on 8.12.2017. The following members attended the Academic Audit Meeting:

- | | | |
|----|-----------------|---|
| 1. | Chairperson | Prof. R.S. Siwach
H.O.D., DSS |
| 2. | Ex-officio | Prof. Promila Batra
Dean
Faculty of Social Sciences |
| 3. | Outside Expert | Prof. Kamal Kinger
Punjabi University, Patiala |
| 4. | Outside Expert | Prof. Karori Singh,
F-57, Sarasvati Nagar, Jaipur |
| 5. | Special Invitee | Dr. Partap Singh
Dept. of D.S.S. |

1. Curriculum:-

- The Dept. of DSS has prepared the Syllabi of M.A. course (CBCS) and the same was duly approved by the P.G. BOS and Academic Council, M.D.U., Rohtak.
- The Dept. remains involved in all the meetings and workshops organized by the University for considering the Choice Based Credit System (CBCS) during assessed period, the feedback of parents of the students was sought regarding the performance of the department and the teachers. It was found positive.
- Students feedback about the course curricula, working atmosphere and the overall performance of the department was also sought. It was also found positive.



(2)

2. Teaching, Learning & Evaluation:-

- The Dept. of DSS has Faculty Members namely, Prof. R.S. Siwach, H.O.D., Prof. S.P. Vats, Dr. D.S. Bajia, Assoc. Professor. Prof. S.P. Vats was the Registrar of the M.D. University, Rohtak for approximately 10 Years. It is the matter of pride for the Department. All the faculty members are well qualified and specialized in their respective fields of specialization, Further; Research Scholars were also engaged in teaching the P.G. Classes as per University norms.
- The faculty members guided research work of M.Phil and Ph.D. students besides their own research work.
- Dr. S.P. Vats Published a number of Research Papers / Articles during the session 2016-17 which are as under:-
 - (i) Dr. S.P. Vats (2016). "An appraisal of Soviets Stand in India's International disputes". Chintan, Year-6, Issue 21, P. No. 236-241, ISSN: 2229-7227.
 - (ii) Dr. S.P. Vats & Promila Rangi (2016) "Illegal Bangladeshi Migration into Assam and Its Impact on India's Security". Chintan, Year-6, Issue 21, P. No. 268-273, ISSN: 22297227.
 - (iii) Dr. S.P. Vats (2016) "Indo-Sri Lanka Relations". Pramana, Year-5, Issue 19, P. No. 200-203, ISSN: 2249-2976.
 - (iv) Dr. S.P. Vats & Promila Rangi (2016) "Non-Traditional Security Threats in Indian Ocean and Maritime Strategy of India". Pramana, Year-5, Issue-19, P. No. 264-271, ISSN: 2249-2976.
 - (v) Dr. S.P. Vats (2016) "ISIS: A Threat to World Peace". Contemporary Social Issues, P. No. 62-69, Vol. 1, ISSN: 2454-6992.

Books

- (i) Dr. S.P. Vats & Surender Sharma (2016), "Videsh Niti: Paribhasha, Prakarti va Bharat Ki Sthiti." (Ed.) D. Mishra, S.K., (pp-13-24), Authors Press. ISBN No. 978-93, 5207-165-7.
- (ii) Dr. S.P. Vats & Mukesh Devi, (2016), Globalization & Human Security. (Ed.) Arun Kumar Dixit & Pankaj Kumar Verma, (pp-245-248), Satyam Publishing House. ISBN No. 978-93, 83754.

3. Research Consultancy & Extension:-

- (i) National Security
- (ii) Area Studies-South Asia and Indian Ocean
- (iii) Disaster management
- (iv) Armed Forces and India's National Security
- (v) Internal Security Management
- (vi) Strategic Issues / Nuclear Issues.

- The awareness generating activities were organized in regard to above issues. It has been realized that the people are highly sensitized about the national security related issues.
- The Ph.D. Students strength during the assessed period i.e. 2016-17 was 10, which are encouraging and enhancing the Academic Standard of the Dept. of DSS.
- Three faculty members have been appointed as member of P.G. BOS in the Dept. of Defence and Strategic Studies.
- Dr. R.S. Siwach, Prof. & Head, Dept. of DSS, has been appointed as Outside Expert in P.G. BOS in the Dept. of DSS at Punjabi University, Patiala.
- Dr. R.S. Siwach, Prof. & Head, Dept. of DSS, has been appointed as Outside Expert in P.G. BOS in the Dept. of DSS at Kurukshetra University, Kurukshetra.
- Dr. R.S. Siwach, Prof. & Head, Dept. of DSS has been appointed as Member of Academic Council, M.D.University, Rohtak, during the session 2016-17.
- Dr. S.P. Vats, Dept. of DSS has been appointed as Member of Academic Council, M.D.University, Rohtak, during the session 2016-17.

(4)

4. Infrastructure & Learning Resources:

- The process of admissions and fee deposition was made online for all classes.
- The department is well equipped with Computers and other teaching aid facilities.

5. Student Support & Progression:

- Pass percentage of students was 100 % which is highly satisfactory.
- 01 Student cleared JRF.
- 01 Student cleared NET.
- Thirteen (13) Candidates of the Dept. of DSS were selected by HPSC and appointed as regular Asstt. Professor on Govt. college cadre during the session of 2016-17. It is the matter of Pride for the Dept. of DSS.
- Students participated in NSS programme organized by the NSS, Coordinator, M.D.U., Rohtak

6. Innovative Practices:

The department adopted following innovative practices during the session 2016-17.


- Encouraged the students for appearing in competitive examinations by holding additional lectures for civil service examination.
- Encouraged the students to maintain their punctuality.
- SWOT analysis report was prepared by the department.


7. Overall Assessment & Recommendations:


- The department of DSS needs one more class room for the M.Phil classes.
- The department should initiate collaboration with national and international agencies in the field of Research & Development.
- The department must ensure the involvement of students in the programmes relating to gender sensitization, social welfare, human rights & duties.

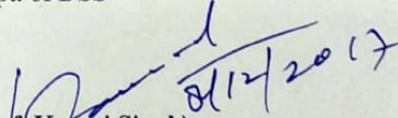
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- The Committee appreciated the achievements and progress of the faculty members in the field of academic and research.
- One conference hall is required for conference and seminars which are being regularly organized in the department.
- The committee recommends overall improvement and enhancement of infrastructure facilities for full realization of the potentials of the DSS.
- The Dept. of DSS organized an Extension Lecture on the theme of, "Challenges to India's Security"-Emerging Threats from China" which was delivered by Dr. Harvir Sharma, Prof. of Emeritus (UGC) on the dated of 30.3.2017.
- A Panel discussion on the topic of, "Conflict and Co-operation in South Asia and Its Impact on India's Security" was organized by the Dept. of DSS on the dated of 7.4.2017, the Eminent Professor like Prof. K.S. Sidhu of Patiala, Prof. Karori Singh, Former Director of South Asia Study Centre University of Rajsthan, Jaipur and Prof. Kamal Kinger of Punjabi University, Patiala.


(Prof. Pronila Batra)
Dean,
Faculty of Social Sciences


(Prof. R.S. Siwach)
Chairperson
Dept. of DSS


(Prof. Kamal Kinger)
Outside Expert
Patiala (Pb)


(Prof. Karori Singh)
Outside Expert
Jaipur (Rajs)


(Dr. Partap Singh)
Special Invitee
Dept. of DSS

Minutes of the meeting of the Academic Audit Committee (AAC) consisting of the following members to carry out the Academic Audit of the Department was held on 15.12.2017 at 11.30 A.M. in the office of the Head, Department of Music.

The following members were present:

1. Prof. Rajiv Verma
Department of Music
University of Delhi, New Delhi
Out Side Expert
2. Prof. Prabha
Department of Music,
Rajasthan University, Jaipur
Out Side Expert

The members of the AAC interacted with the faculty members and students and sought their feedback about teaching other facilities and activities in the department. The committee has gone through the Annual Departmental Report, Departmental profile (Annexure – I), Self – Evaluation report (Annexure-II and the achievements of the faculty members for the academic year 2016-17 Annexure-III placed by the Head of the department to the AAC.

Curriculum Aspects

- A) The following six courses were running in the Department in the session 2016-17
 1. M A Music (Vocal & Instrumental) 4 Semester each with an intake of 30 students
 2. M Phil. Music (Vocal & Instrumental) with an intake of 6+6=12 students
 3. Pre Ph. D. Music with an intake of 06 students
 4. Ph. D. Music
 5. One year Diploma in Harmonium with an intake of 30 students
 6. One year Diploma in Tabla with an intake of 30students
- B) The syllabi of all the above mentioned courses are mainly in accordance with UGC curriculum. As a result more than 05 students Qualified the NET/JRF.
- C) All the courses focus on employability and development aspects and last revised in 2015-16
- D) To provide employability to the students , department have introduced two Diploma courses in Harmonium and Tabla so that they could get jobs in schools.
- E) The feedback from the students was taken in the form of feedback proforma and the suggestions were incorporated. Feedback for the session 2016-17 reveals that the students have rated the department in the very good category giving average score (grade) out of the maximum score of 4.
- F) The committee members also interacted with the students. The feedback obtained from the students by the committee revealed that

- The Students have free accessibility to meet the Dean, Faculty of Performing & Visual Arts and Head, Deptt of Music as well as all the other faculty members whenever required.
 - Central Library is very rich so far as the quantity and the quality are concerned and being used by the students regularly which help them enrich their knowledge in the profession/life.
- G) Feedback obtained from the parents also revealed the strong agreement on almost all the parameters by the parents.

Teaching Learning and Evaluation Aspects

- A. The courses running in the Department are in great demand as is evident from the following;
- The department received total 76 applications together of MA Vocal & Instrumental against 30 seats the department offer.
 - 196 applications were received against 60 seats of One Year Diploma course in Harmonium & Tabla.
 - 15 Applications were received against the total available 6+6=12 seats for M. Phil./Pre Ph.D/URS
- B. Apart from regular examination the Department strictly follows University norms for continues evaluation of students in the form of class tests, assignments and regular presentation of Ph. D. students after every six months.
- C. Department has three regular Professors(but one Professor is on Deputation as she is working as Registrar in Other University) and two Guest Faculty on contractual basis.
- D. Teacher student ratio is about 1:21
- E. Teacher – Research scholar ratio is about 1:8

Research Consultancy and Extension Aspects

- A. The faculty members of the department are actively engaged in the research activities which is evident from the total number of research paper published, the number of papers, chapter in books published in the session 2015-16. The list is given below:

NAME OF THE TEACHER	Period	Number of paper published in journals	Number of chapters in books	Number of books edited	Number of books with ISSN with details of publishers	Number of papers in proceedings of the conferences

(Handwritten signatures and stamps)
 Head, Department of Music
 M.D. University, Rohtak

Prof. Vimal	August 2016	01	NIL	NIL	NIL	NIL
Prof. Hukam Chand	August 2016	01	NIL	01	22315837	NIL

- B. Most of the faculty members have participated in seminars/conferences/workshops and delivered invited lectures also during 2016-17. Papers by the teachers were presented in 4 conferences/seminars.
- C. Some faculty members of the department are engaged in music performances from time to time in different parts of India. Teachers of the department are invited as resource persons in the seminars/orientation/refresher courses in the session 2015-16.
- D. Invitations came as resource person to the faculty members of the department.
- E. Faculty members are invited by various colleges/universities for delivering extension lectures in the session 2015-16.
- F. Faculty members are invited by various colleges/universities for delivering extension lectures.
- G. Two workshops were organizing by Prof. Ravi Sharma and Prof. Hukam Chand at KUK.

Infrastructure and Learning Resources:

- A. The department is having adequate space for practical classes but not enough space for conducting theory classes.
- B. Students are encouraged to e-learning with the help of internet facilities in the central library.
- C. As many as 35 scholars are pursuing Ph. D. degree during 2016-17
- D. Department is having 1500 books in the central library and subscribing 5 magazines.
- E. All the faculty members are having one computer each.

Student Support and Progression Aspects

- A. Drop out ratio is less than i.e. 1 percent
- B. Students of the department participated in the youth festivals held at M D University, Rohtak and other part of Haryana and country in their respective universities, National Youth Festival and won first prize in Zonal Youth Festival.
- C. A new computer has been installed in the office for online admission, fees deposits and examination purposes, online file submission and others official matters for the benefit of students.

Innovative Practices

IQAC Co-coordinator, Prof. Hukam Chand, Deptt. Of Music, M. D. University, Rohtak

Page 3

The department focuses on syllabus, organizing music concerts and lec-dem by introducing varied contents. Various cultural activities are performed in the Department, other universities along with the course of study which enhance their knowledge, performance and personality development.

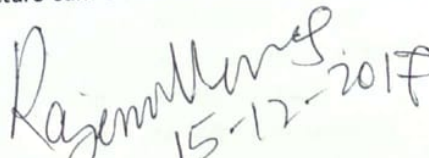
- Feedback mechanism
- Conduct of departmental meeting
- Periodical evaluation of curriculum
- IQAC guidance

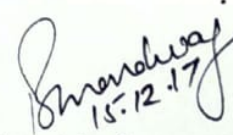
The very basic thing done for the quality enhancement is the preparation for examination of academic calendar of the year. The teachers devote their time in personal counseling and encourage the students to participate in youth festivals, their active participation in music concerts and moral activities. The academic enhancement is stressed by arranging extra classes/extension lectures. The teachers motivate the students to go to library to consult various source of study material and reference books also.


The efforts are made by the department to have good co-ordination and harmony among the teachers. The best practices of the department are the regular updating of syllabi and encouragement for research.

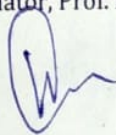

Overall, the department is doing very well. Students are satisfied with the faculty members and the infrastructural facilities provided by the department, the department utilizes the grant provided to it timely the properly. Though, the department is rated as very good in all the above aspects, yet the following weaknesses are also observed.

- The department is short of 4 to 6 regular teachers whose work load is being covered by the research scholars and contractual faculty.
- Shortage of theory class rooms and space for research Scholar.
- There is no computer for research Scholar in the department.
- There should be a Budget sum of Rs. 2,00000/- (two lacs) for academic activities (i.e. Workshops, Lecture-cum-Demonstrations and Seminar)


15-12-2017
(Rajiv Verma)


15.12.17
(Prabha)


Dean,
Faculty of Performing
& Visual Arts
M. D. U., Rohtak

Pharma. Sec. 1199
13/12/17

**DEPARTMENT OF PHARMACEUTICAL SCIENCES,
MAHARSHI DAYANAND UNIVERSITY, ROHTAK
ACADEMIC AUDIT REPORT**

The Academic Audit Committee comprising of following members conducted an "Academic Audit" of the department, on 13-12-2017 at 11.30 a.m.:

1. Prof. Asgar Ali, Faculty of Pharmacy, Jamia Hamdard, New Delhi,
2. Prof. S. K. Singh, Dept of Pharm. Sc., GJUS&T, Hisar
3. Prof. B. Narasimhan, Dean, Faculty of Pharmaceutical Sciences, M.D. University, Rohtak.

The report of the "Academic Audit" is as follows:

1. Curriculum aspects:

Strengths:

- The department runs B.Pharm. M.Pharm. in five disciplines (Industrial Pharmacy, Drug Regulatory Affairs, Pharmaceutical Chemistry, Pharmacognosy and Pharmacology) on regular basis and Ph.D. in Pharmaceutical Sciences on regular basis
- The new Syllabus for B. Pharm and M. Pharm as per PCI norms is implemented from 2017-18.
- The syllabus included recent trends and techniques in accordance with current needs of the industry in order to improve the employability of the students.

Weaknesses

- The syllabus and other activities of the department is lacking in skill development approach.
- Some labs and instruments are obsolete.

Recommendations

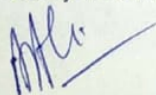
- The department needs to focus more towards skill development enhancement and practical knowledge of the students.
- The department needs to procure latest instruments so as to keep abreast with latest technology in the Pharma sector.

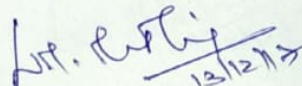
2. Teaching and evaluation:

Strengths:

- The department enjoys the status of most preferred department for B.Pharm. and M.Pharm. admissions in the state of Haryana evidenced by the 158 applications received against 54 seats in M.Pharm, 823 applications against 60 seats in B.Pharm. and 89 applications against 25 seats in Ph.D. course during the academic year 2016-17.
- All the M.Pharm. courses run by the department are approved by AICTE and the GPAT qualified students are receiving fellowship of Rs.12,000/month.
- The existing method of continuous student assessment (sessional examinations and viva during practical classes) is appreciable and adequate.
- The department is using ICT technology for PG teaching. Class room teaching in UG classes is adequate with good infrastructure.
- The teachers in the department are highly motivated, and concerned about the students, and have been actively involved in the academic & personal counseling of students.
- The department has presently 05 Professors, 01 Associate Professor and 11 Assistant Professors. Out of 17 faculty members 16 are having Ph.D. and remaining 01 is pursuing her Ph.D. The faculty


13-12-17




13/12/17

members are well qualified, as per norms of UGC. They also have good participation / presentations in seminars / workshops/faculty development programmes, etc as well contributed as resource persons in various national and international conference/workshops/seminars.

Weaknesses:

- There have been very less number of guest lectures in the last year.
- Number of faculty is short (only 17, against present requirement of 26). As per academic requirements including work load, 26 teaching faculty members are required, as against of 17 in place/position at present.
- Interactive classrooms exist but not adequate.
- Interactive sessions for extracurricular activities like, classes for personality development, communication skills, resume writing etc are less.

Recommendations:

- Recruitment process for vacant positions needs to be initiated. New teaching positions in Pharm. Chemistry, Pharmacology & Pharmaceutics needs to be created in accordance with the actual requirements.
- The department has to conduct more guest lectures using the resource persons from industry as well academics.
- More number of interactive classrooms needs to be created.
- Interactive sessions for extracurricular activities like, classes for personality development, communication skills, resume writing etc should be conducted.

3. Research, consultancy and extension:

Strengths


- The faculty members of the department is actively engaged research activities evidenced by a publication of **233 publications (Scopus indexed) in last five years** and 78 publications during 2016-17 in journals of national and international repute.
- Students / research scholars from the department are pursuing their projects, jointly with several industries / research organizations / other universities.
- The department has received research grant of Rs. 17 lakhs from various funding agencies in last year.
- The department has a separate PG block as well as well equipped laboratories to cater the need of research activities of faculty members and students.

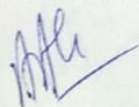
Weaknesses

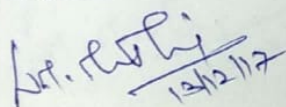
- All the faculty members are not involved in "funded" research projects and publishing their work in quality journals
- There is a need to create formal collaborations with outside national/international agencies, MOU with foreign institutions as well consultancy projects/services.
- Extension activities are not sufficient.

Recommendations

- Research labs need to be supplemented with adequate facilities and latest equipments to enhance research activities.
- The department/faculty members must take efforts to improve collaborations with outside agencies, get more funded research projects and generate resources from consultancy services.


13-12-17




13/12/17

Infrastructure and learning resources:

Strengths

- **Library:** The department is not maintaining any separate departmental Library, but is very close to the Central Library, which adequately serves the purpose.
- **Computers:** The department has good number of computers (125 + 20 laptops), along with the printers, 3 LCDs, etc. The faculty members and students are provided with internet facility.
- **Laboratories:** An adequate number of laboratories have been provided in the old block and in the new block with adequate facilities.
- **Equipments:** The department has equipments worth of more than 3 Crore including HPLC, HPTLC, AAS, CHN analyzer, TGA analyzer, FTIR, Flash chromatography and UV-Spectrophotometer etc.

Weaknesses

- There is no Data entry operator in the office.
- The numbers of laboratory staff are less than the required one as per norms as well as there is no technical person available in the department to handle the sophisticated instruments
- The department has limited budget (Rs. 1,50,000 per year) for the repair and maintenance of costly equipments.
- The department has no power backup and even the UPS of many computers are out of order.

Recommendations

- More number of latest text books / journals, pertaining to pharmacy, should be procured annually, by the department, as per AICTE / PCI norms.
- The University must appoint computer qualified person in the computer lab in order to maintain the laboratory in more efficient manner. Also appointment of a data entry operator in the office is urgently required.
- The University must appoint the technical person to take care and operate the costly instruments in the department. Every lab must have at least 01 lab attendant.
- The budget for the maintenance and repair may be increased sufficiently.
- The department must be provided with generator facility/power back up.
- Gas supply must be restored in labs.
- A new Seminar Hall and a committee room needs to be created.

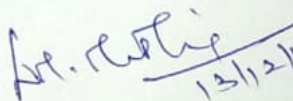
5. Students support and progression:

Strengths

- The department has a good success rate pass percentage in 1st attempt (success rate) at PG level and low dropout rate in UG and PG programmes. In M.Pharm. Programmes, the dropout rate are almost nil as all the courses are approved by AICTE, New Delhi.
- The teachers in the department are highly motivated, and concerned about the students, and have been actively involved in the academic & personal counseling of students including some very novel practices, such as "GPAT mentorship", and "Parent Teachers meeting" which are highly appreciated.
- Students of the department are placed in very good companies.
- The department has alumni cell in co-ordination with the University.
- The department follows student feed-back system.


13-11-17




13/11/17

Weaknesses

- The "Placement Activities" by the department are not adequate, and need to be augmented.
- The activities of the alumni Cell need to be augmented at the department level as well separate infrastructure and manpower to be provided for the same.
- Number of students qualifying GPAT is less.
- No study/industrial tours are conducted and the numbers of motivational lectures, personality development programs are less than adequate.

Recommendations

- The department has to put more efforts to improve the placement of students, conduct of alumni meet, motivational lectures, personality development programs and organization of study/industrial tours.
- The student feed backs should be considered while revising the syllabus.

6. Innovative practices:

Strengths:

- The department is using LCDs / computers for teaching, particularly in PG classes.
- There is a good practice of seminars, by PG students, which improve their communication skills.
- Initiative taken by the department regarding, GPAT mentorship, Alumni-connect programs are appreciable.


Recommendations

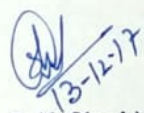
- The department should enhance innovative practices in teaching, evaluation and research.

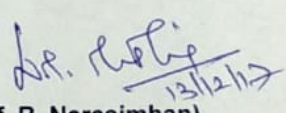
Any other observations:

The committee members appreciated the efforts made by the department in imparting quality education and research. Members suggested that more efforts are needed to bring awareness among the students regarding importance of GPAT examination. For this, a specific slot may be earmarked in B. Pharm final year time table to guide the students about GPAT.

Members appreciated the quality of research in the department which was evident that the department was benefitted with fifteen BSR fellowships under UGC-SAP scheme. It was also suggested that in the time table of PhD coursework, specific slot should be earmarked as "Journal Club" in which scholars should be allowed to interact with faculty members informally and they should also be encouraged to publish their research papers in quality journals having impact factor. Through this activity, research scholars should also be guided for writing of scientific papers. Also, the Academic Audit Committee strongly recommends for creation of additional space by authorities to construct separate research laboratories for faculty members.


(Prof. Asgar Ali)
Jamia Hamdard,
New Delhi.


(Prof. S. K. Singh)
Dept of Ph. Sc.,
GJUS&T, Hisar.


(Prof. B. Narasimhan)
Dean (Pharm. Sc.)
MDU, Rohtak

Place: Rohtak

Dated: December 13, 2017

MINUTES OF THE MEETING OF ACADEMIC AUDIT COMMITTEE IN PHYSICAL EDUCATION HELD ON 20.01.2018 AT 10.30 A.M. FOR THE SESSION 2016-17 IN THE O/O HOD PHYSICAL EDUCATION, M.D.UNIVERSITY, ROHTAK

A meeting of the Academic Audit Committee consisting of the following members to carry out the Academic Audit of the Department was held on 20.01.2018 in the O/o Head, Department of Physical Education.

Following members were present:

1. Professor Sushil Legha, H.O.D. (Department of Physical Education), C.C.H.A.U.Hissar.
2. Professor Ravinder Pal Ahlawat, H.O.D.(Physical Education), C.D.L.U.Sirsa.
3. Prof. Bhagat Singh, H.O.D. (Physical Education) & Dean Faculty of Education, MDU Rohtak.

The committee members interacted with the faculty members and the students and sought their feedback about teaching, research, other facilities and activities in the Department. The committee has gone through Departmental profile and self evaluative reports of the teachers for the academic year 2016-17 placed by the HOD Physical Education.

After going through the reports and all the above aspects as well as various points mentioned in the criteria of Academic Report, the Committee made the following observations:-

1. Curriculum Aspects:-

At present the Department is running following four courses:


- (i) M.P.Ed. (2-year) with an intake of 30 students
- (ii) B.P.Ed. (2-year) with an intake of 50 students
- (iii) P.G.Diploma in Yoga Science (1-year) with an intake of 20 students
- (iv) M.Phil (1.5 year) with an intake of 15 students.

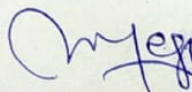
The syllabi of all the above mentioned courses are in accordance with the UGC as well as NCTE curriculum. As a result, more than 03 students qualified the NET tests. There is a great opportunity for employability in these courses.

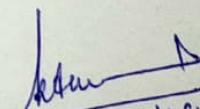
Special emphasis is laid on enhancing the basic skills of different games, specific skills of specialised games and coaching lesson along with computer skills to the students.

The feedback from the students is regularly being obtained in the months of October & March during each academic year and the suggestions received from students are incorporated.

- The students have free accessibility with the HOD as well as faculty members through tutors.
- The students often visit Central library as well as library of Swaraj Sadan which have very good quality and quantity of books.


Head
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M.D. University, Rohtak


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2. TEACHING LEARNING AND EVALUATION ASPECTS:-

- a) The courses being run in the Department are in great demand. The Department received 67 applications against 30 seats in M.P.Ed., 160 applications for B.P.Ed. against 50 seats, 298 applications for PG Diploma in Yoga Sc. against 20 seats, 72 applications for M.Phil against 15 seats and 64 applications for 9 seats of Ph.D. Vide publicity is given by the University in leading National/regional news papers and University website for admissions to these courses.
- b) Apart from semester examinations, the department strictly follows University norms for continuous evaluation of students through class tests, assignment/presentation. Due consideration is given to attendance of the students.
- c) Extra classes are also conducted for improvement of academic performance and for those students appearing in NET/JRF examinations.
- d) Department has a strength of 10 faculty members which include four regular teachers, 4 Guest Faculty and 2 Associate faculty.
- e) Out of 10 faculty members 6 have completed their Ph.D. degree and remaining four are NET qualified.
- f) Teacher student ratio is about 1: 20

(v) RESEARCH CONSULTANCY AND EXTENSION ASPECTS:


- a) The regular Faculty Members of the Department are actively engaged in research activities which is evident from number of Ph.D.'s () awarded during academic sessions.
- b) Most of the Faculty members have participated in International/National Seminar/Conferences/Workshops and have delivered invitation lectures.
- c) The Department of Physical Education has started a new course i.e M.A. Yoga Science from this current session.
- d) Some faculty members have also participated in International Conference held abroad and officiated at International Sports meet.

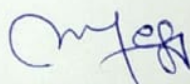
4. INFRASTRUCTURE AND LEARNING RESOURCES:

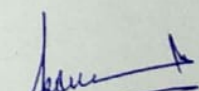
- a) The Dept. is well equipped in terms Physiological lab, Class rooms, Store and Sports Infrastructure with outdoor and indoor facilities.
- b) Students have access to e-learning with internet facilities in the Department
- c) 18 students are pursuing their Ph.D. degree under different faculty of the Dept.

5. STUDENTS SUPPORT AND PROGRESSION ASPECTS:-

- a) Drop out ratio is very less.


Head
Dept. Physical Education
M.D. University, Rohtak


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- b) Students are engaged in extracurricular activities i.e Educational Tour, Intra-mural tournaments, quiz competitions etc. Cultural programme was also organised by the students of the Department at the time of beginning and at end of sessions.
- c) The faculty members as well as students of the Department are ready to donate blood as and when call is made by the Health University.


6. INNOVATIVE PRACTICES

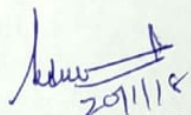
- a) The students are taught through audio visual aids means i.e. use of OHP, LCD etc. in addition to traditional methods of teaching.
- b) For teaching of skills in sports and yoga, different teaching methods i.e. demonstration, whole part whole, part method etc. are utilised through various class formations.
- c) The students are engaged in analysis of games/skills during Inter University/Inter College tournaments.
- d) The students are associated with various technical officials for learning, officiating skills, during University championships.

7. Recommendations: (i) The committee appreciated the department that the department has introduced a new course i.e. M.A.Yoga Science in the department of Physical Education and teaching activities, publication and UGC innovative programmes. Department is gearing up for taking the new project from ICSSR, UGC, SAI etc.. Besides this every faculty member is involved in minor research project with the students.

(ii) The committee strongly felt that department is having inadequate number of faculty member, lecture theatre and other necessary equipments. However the H.O.D. has apprised to committee that department is having its new building shortly and administration of university is closely monitoring to fulfil all the requirement of department in the current academic session itself. The committee also apprised by H.O.D. the process of recruitment of faculty is already on and 7 positions in the capacity of fulltime/ regular basis shall be filled up shortly.

(iii) that looking on the infrastructure facilities in the department. The new courses like M.P.E.S. Integrated and Sports Science courses must be started without any delay.


(SUSHIL LEGHA)
20/1/18


(RAVINDER PAL AHLAWAT)
20/1/18


(BHAGAT SINGH)
Dept. Physical Education
M.D. University, Rohtak

Proceedings of Academic Audit of Department of Physics, M.D. University, Rohtak for the session 2016-17 held on 09.01.2018 at 11:30 am.

The academic audit of the Department of Physics was held on 09.01.2018. The following members were present:

- | | |
|--|-------------------------|
| 1. Prof. V.K. Sharma | Dean, Physical Sciences |
| 2. Prof. R.P. Tandon, Department of Physics and Astrophysics, University of Delhi, Delhi | Outside Expert |
| 3. Prof. B.P. Malik, Dept. of Physics, DCRUST, Murthal, (Sonapat) | Outside Expert |

The Committee members interacted with the Faculty members, research scholars and the students and sought their feedback about teaching, research, other facilities and activities in the Department. The committee perused the Annual Departmental Report for the academic year 2016-17 placed by the Head of the Department and also visited M.Sc. Teaching and Research laboratories.

Following are the observations/recommendations of the committee:

1. Curriculum aspects:

- The Department runs a two year PG course i.e. M.Sc. Physics and a research program in Physics (Ph.D. Physics). The M.Sc. course is of two years (four sem.) duration. The syllabi are suitably updated and revised by involving the faculty members and outside subject experts. The syllabi are designed in a way to not only impart knowledge but also to ensure success in the National level competitive examinations.
- The committee members also interacted with the students. The feedback obtained from the students by the committee revealed that overall rating of the feedback taken from students of M.Sc. is 2.82.
- The students have free accessibility to meet the HOD as well as all the faculty members as and when required.
- The Departmental Library has 869 books for immediate consultation of the students for problems related to theory as well as practicals.
- The Department also constantly strives for the placement of the students. The Department undertakes different measures in this regard as per University guidelines.

2. Teaching – Learning and evaluation:

- The M. Sc. Physics course is in great demand reflected by the large number of applications received in the Department and the admissions were made through the centralized admission process. The Department has well-equipped laboratories, classrooms and seminar rooms with modern teaching aids. The teacher-student ratio is 1:10, excellent for dissemination of knowledge. Students learning status is assessed by mean of assignments, seminars, sessionals and semester tests. For this purpose, provision of 20 marks as Internal Assessment is earmarked for each theory paper whereas for practicals seminar activity based upon experiment is compulsory for all the students. The faculty is also encouraged to participate in workshops/seminar/conferences for regular upgrading of knowledge.

- Department has a strength of 09 faculty members (3 Professors, Associate Professor 01 and 5 Assistant Professors). All the 09 faculty members are holding Ph.D. degree as highest qualification. (Annexure 1)
 - The Central Library has 10,332 Physics Books and subscribed 09 National & 02 International Journals in addition to online Journal subscription of Science Direct.
 - The Department has a well furnished Computer Lab with 40 Computers, Printers and Internet Connection. Every teacher in the Department has been provided with Computer with Internet Connection.
3. Research, Consultancy and Extension:
- Two Ph.D. students successfully completed their doctoral work during 2016-17 and fifteen more are pursuing their Ph.D.
 - The faculty members are actively involved in various research activities and published 04 research papers in reputed journals with good impact factor during 2016-17. (Annexure-2).
 - The Department received SAP grant of 70.50 lacs from UGC with ref to letter no. F530/5/DRS/2012 (SAP-1) Dated 12 May 2012 and FIST grant of 93 lacs from DST wide letter no. phy-254 dated 8/5/2012 and successfully implemented these programs. (Annexure 4)
 - Some of the faculty members in the Department are engaged in collaborative research work with different institutes/labs in India. (NPL, GJU, DU, CEERI Pilani etc.)
 - Dr. Sanjay Dahiya is the life member of the following societies:
 1. Indian Science Congress Association, Kolkata
 2. Indian Thermo Dynamics Society, GNDU, Amritsar
 3. Material Research Society of India (MRSI) Bangalore
4. Infrastructure and Learning Resources:
- The Department has well-equipped laboratories, classrooms and seminar rooms with modern teaching aids. The students are encouraged to use e-learning with the help of Internet facility. The research facilities in the Department (six Research Labs) comprise of following major instruments:
- UV-VIS-IR Spectrometers
 - Ruby Laser system (Impulse-Physik, Germany)
 - Zeiss Grating Double Mono-chromator (GDM 1000)
 - Planetary Ball Mill
 - Table Top X-ray Diffractometer (Rigaku, Japan)
 - DSC/TG Analyzer (TA Instruments, Austria)
 - Nitrogen Laser pumped Dye Laser (Molelectron, USA)
 - ESR spectrometer (JEOL, Japan)
 - Keithley 617 Programmable electrometer
 - Coating Units (Hindhivac, VICO)
 - Impedance Analyzer
 - FTIR Spectrophotometer
5. Student Support and Progression:

- Student strength

M.Sc. 1 st Semester:	Total = 65	Girls = 44	Boys = 21
M.Sc. 3 rd Semester:	Total = 60	Girls = 36	Boys = 24
Ph.D. Programme	Total = 07	Girls = 03	Boys = 04

Drop out ratio is quite less (5%).

- Placement and counseling services:

The University has a Career Counseling and Placement Cell, Prof. Raj Kumar is the Director of that cell. Dr. Anil Ohlan is Coordinator from the Physics Department.

- Alumni association if any:

Physics Department has its own Alumni Association. Dr. Sajjan is Incharge of it.

- Regular Parent Teachers meeting are also arranged to take their opinion and feedback.

- An Extension Lecture was delivered by Dr. T C Shami, Head, Directorate of Stealth materials, Defence Materials and Stores Research Establishment, Kanpur on "Low emissivity materials & fabric based camouflage products for stealth application in defence" on 15.05.2017.

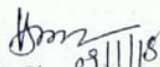
- Declamation Contest and Poster Competition by the students were held on 28.02.2017 on the occasion of National Science Day on the theme "Science and Technology for Specially Abled Persons".

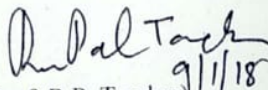
6. Innovations and best Practices:

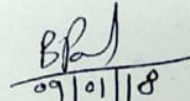
- Teachers are always accessible in the Department for any help to the students.
- Feedback from students obtained, analyzed and implemented.
- Feedback from other stake holders such as parents (Parent Teacher Meeting) obtained and analyzed.
- Regular seminars are held related to practicals in all the semester.

7. Recommendations:

- Faculty members be motivated for applying more projects to various funding agencies.
- To strengthen Academic and Research activities the teaching/ non-teaching positions lying vacant may be filled.
- There is no power backup in the Department for continuous and uninterrupted power supply. Suitable arrangements may be made in this regard.
- Small research projects may be assigned to few students of final semester M.Sc. to give them exposure to research.


(Prof. V.K. Sharma)
Dean Faculty of Physical Sciences


(Prof. R.P. Tandon)
outside expert


(Prof. B.P. Malik)
outside expert



MAHARSHI DAYANAND UNIVERSITY ROHTAK

A State University established under Haryana Act No.XXV of 1975)

'A' Grade University Accredited by NAAC

DEPARTMENT OF SANSKRIT, PALI & PRAKRIT

Report of the Academic Audit Committee (AAC) that Audited the Department of Sanskrit, Pali & Prakrit, M.D. University, Rohtak on 30.01.2018.

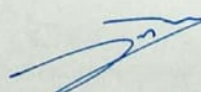
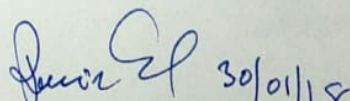
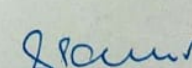
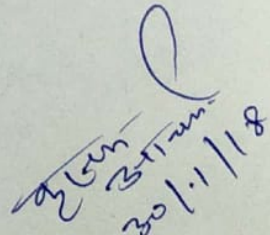
The meeting of the Academic Audit Committee (AAC) for the Department of Sanskrit, Pali & Prakrit, M.D. University, Rohtak was held on 30.01.2018 in the office of the Head, Department of Sanskrit, Pali & Prakrit and the following were present:

1. Prof. Ramesh Bhardwah
Dept. of Sanskrit
University of Delhi
2. Prof. Ranvir Singh,
Professor
Swami Dayanand Saraswati Chair
Central University of Haryana, Mahendergarh
3. Prof. Surendra Kumar
Dean, Faculty of Humanities
M.D. University, Rohtak
4. Prof. Krishna Acharya,
Head, Deptt. of Sanskrit
M.D. University, Rohtak

The AAC considered the following required documents placed by Head of the Department for the purpose of academic audit for the year 2017-18.

- i) Curriculum Aspects
- ii) Teaching- Learning and Evaluation.
- iii) Research, Consultancy and Extension
- iv) Infrastructure and Learning Resources
- v) Students support and Progression
- vi) Innovative Practices.

The committee visited the office of the department, class rooms, faculty rooms etc and interacted with all the faculty members. An interaction was also made with the M.A./M.Phil. students and the research scholars of the department and sought their feedback on different aspects.


 30/01/18

 30/01/18



MAHARSHI DAYANAND UNIVERSITY ROHTAK

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Observations of the AAC

After detailed deliberations on all the above aspects as well as after physical verification of the infrastructural facilities, the committee makes the following observations:

Strengths of the Department


- The Department is well equipped in terms of LCD, Computers, Wi-Fi and other necessary support system.
- The Department is doing its best in terms of academic curricula and research activities. The students are quite satisfied with teaching in the department.
- The faculty is competent and producing good number of publications as well as guiding M.Phil and Ph.D. students.
- The Department has tremendous potential to conduct big events such as National Conferences, Workshops and Seminars.
- The department is also running well the Special Assistant Programme of UGC.


Further Improvements:

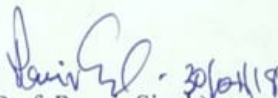
- The University needs to fill the existing vacant faculty. It will further enable the faculty to concentrate more on research studies.
- The number of students is approximately 170. However the class rooms available are only three. Therefore 03 more class rooms and 4 faculty rooms are required.
- The Department may initiate for collaboration with national and international agencies for research and development.
- The Department may initiate to run the certificate/diploma courses in Sanskrit.
- The Department may also initiate to run the short term courses of Pali and Prakrit.

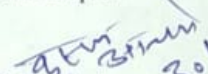
The Committee is happy to note that the faculty is highly motivated and Chairperson is providing dynamic academic leadership to them. We wish to extend all kinds of support to the department so that it can become a department with academic excellence.

The Committee appreciated the achievements and progress of faculty members in academic field. However, it is suggested that the faculty members may publish good number of research papers in UGC approved research journals.


(Prof. Ramesh Bhardwaj)
Outside Expert


(Prof. Surendra Kumar)
Dean, Humanities


(Prof. Ranvir Singh)
Outside Expert


(Prof. Krishna Acharya)
HOD, Sanskrit

Proceedings of the Meeting of Academic Audit Committee in Statistics held on 20.01.2018 at
in the Office of the Head, Department of Statistics, M.D. University, Rohtak

A meeting of Academic Audit Committee consisting of the following members, to carry out the Academic Audit of the Department was held on 20.01.2018 in the office of the Head, Department of Statistics. The following members were present:

- | | |
|--|----------------|
| 1. Prof. Rakesh Gupta,
Department of Statistics,
CCS University, Meerut | Outside Expert |
| 2. Prof. B.K. Hooda
Department of Mathematics & Statistics,
CCS HAU Hisar | Outside Expert |
| 3. Prof. V.K. Sharma,
Dean Faculty of Physical Sciences,
M.D. University, Rohtak | Member |

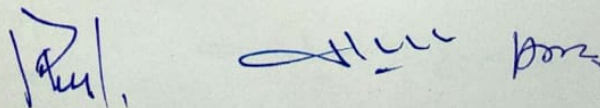
At the outset the HOD Statistics welcomed the members of the committee. Thereafter, the committee members interacted with the faculty members, students and non teaching staff of the department and sought their feedback about teaching, research, other facilities and activities in the Department. The committee examined and evaluated the Annual Report of the Department, Departmental Profile and Academic achievement of the teachers for academic year 2016-17 placed by Head of the Department.

After going through the reports and all the above aspects as well as various points mentioned in the criteria of Academic Report, the committee made the following observations/recommendations:-

General Observations:-

A. Curriculum Aspects:-

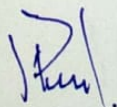
- (a) At present the department has been running the following four courses:
- (1) M.Sc. (Statistics)
 - (2) M.Phil (Statistics)
 - (3) Ph.D. Coursework (Statistics)
 - (4) Ph.D. (Statistics)
- (b) Seminars have been made as the important components of the curriculum. The seminars are regularly conducted by the department in which students presents their assignments by choosing some specific topics related to the theory papers.



- (c) Each student of M.Sc. final year has been asked to be prepared a project report on some socio economic aspects of a particular region or community. The students carry out data analysis in the projects by using statistical software.
- (d) The teacher student's ratio in the department is 1: 14.
- (e) The feedback from the students is regularly obtained at the end of each semester on a prescribed students feedback form specified by IQAC, M.D. University, Rohtak. The average score on the feedback obtained by the department is 2.97 out of 4, which is quite good. The committee members also interacted with the students. The committee observed that:
- The students have been encouraged to meet the HOD as well as the faculty members of the department to discuss their problems related to the syllabi and of general nature.
 - The students have been motivated to participate/ appear in various competitive examinations and for this purpose they have been trained /supervised by the faculty members.
- (f) The parents of the students are satisfied with the atmosphere of the department as well as with the performance of their wards. The Feedback obtained from the parents indicates that the department has been conducting academic activities regularly for the enhancement of knowledge of their wards. The department has sufficient infrastructure in the form of computer lab., seminar hall, conference hall and class rooms.

B. Research Consultancy and Extension Aspects:-

- The faculty members of the Department have been actively engaged in research activities. The participation of the faculty members at International and National level in academic activity is satisfactory and appreciable. The faculty members have published a total number of 16 research papers in the journals of good repute during session 2016-17.
- The faculty members have guided nine (09) Ph.D's thesis and two (02) M.Phil dissertations during the session 2016-17.
- The faculty members have participated in four (04) Conferences and presented their research papers.
- The faculty members have been invited to deliver extension lectures/ talk at Conferences/ Workshops/ Seminars/ Refresher Courses/ Orientation Courses, etc conducted by the various Indian Universities/ Institutions during session 2016-17.
- The faculty members help the researchers of other departments of the University in particular and nearby academic institutions in general including PGIMS Rohtak for completion of their research assignments in the form of Ph.D. thesis/ dissertations/ projects



where they carry out data analysis and interpretation of the findings with the use of statistical software.

- The faculty members have been assigned as reviewers of various research journals.

C. Teaching, Learning and Evaluation Aspects:-

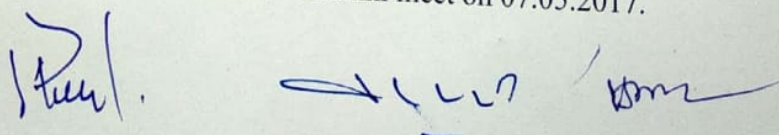
- All the faculty members are well qualified and have published research papers in the journals of good repute.
- Over the years, the demand of the Statistics as a discipline has increased manifold and therefore, a large number of applications (217) for admission in M.Sc have been received by the department in the session 2016-17.
- Apart from regular examinations, the Department strictly follows university norms for continuous evaluation of students by conducting internal assessment tests, regular presentations of assignments and through writing of project reports.
- The conduct of Extension Lectures by renowned academicians has been made essential component of the academic activities of the department for improving knowledge of the students in the subject Statistics.
- The regular research scholars are engaged in teaching work and assist the faculty members in the practical and theory classes.

D. Infrastructure and Learning Resources:-

- The Department has the facility of a computer lab where 20 computers in proper functioning. The department has also infrastructure in the form of Class Rooms (03) HOD Room, Official Rooms of the faculty members, Office and well equipped with LED, Interactive Boards, LCD projectors, Laptops, Photocopier Machines and other support systems.
- Department has licensed Statistical/Mathematical software MATLAB and the students are encouraged to use these software to complete their projects and research work. They are also encouraged to use e-learning with help of internet facilities in the Department.

E. Students Support and Progression Aspects:-

- The students have been motivated to participate in the extra-curricular activities being organized by the University from time to time.
- The Department has conducted its 1st Alumni meet on 07.05.2017.





- A total number of 17 students were pursuing their Ph.D. degree during the session 2016-17 and out of these, 9 students have been awarded their Ph.D. degrees.
- Two students have been awarded M.Phil degree during the session 2016-17.
- The students enrolled in the department are encouraged to appear in various competitive examinations at State/National level.
- The students of the department visited various historical places of the state Rajasthan from 03-07 March, 2017.

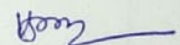
Specific Recommendations

Keeping in view the efforts made by the department regarding academic activities and available infrastructural facilities, the committee recommends the following:

- The department has been facing the shortage of teachers to meet out the existing teaching workload and therefore, it is strongly recommended that the vacant positions should be filled on priority basis in the department.
- In order to introduce some more specialized papers in the subject Statistics there is a need to sanction two more teaching positions in the department other than the existing sanctioned posts.
- The department needs regular Lab. Attendant as well as computer operator so that the students should get proper training in the use of Acturial Statistical.
- The department should introduce some short term new courses like Diploma/ Certificate on data science and data analytics.
- The faculty members of the department should be allowed to participate extensively in the academic activities such as Conferences/ Seminars/ Workshops and also they should acquire the knowledge in using the software.


20-1-18
(Prof. Rakesh Gupta)


20.1.18
(Prof. B.K. Hooda)


(Prof. V.K. Sharma)

MINUTES OF THE MEETING OF ACADEMIC AUDIT COMMITTEE (AAC) IN UIET HELD ON 20th DECEMBER, 2017 (WEDNESDAY) AT 11:00 AM IN THE OFFICE OF DIRECTOR (UIET) MDU, ROHTAK

A meeting of the Academic Audit Committee (AAC) consisting of the following members to carry out the Academic Audit of the Institute was held on 20/12/2017 at 11.00 AM in the office of the Director, UIET:

The following members were present:

1. Prof. Manoj Duhan
Dept. of ECE, DCRUS & T,
Murthal
Member (Outside Expert)
2. Prof. P. R. Sharma,
Dept. of Electrical Engg,
YMCA University of Sciences &
Technology, Hisar
Member (Outside Expert)
3. Prof. Rahul Rishi,
Dean Faculty of Engg & Tech,
M.D. University, Rohtak
Member

The members of the AAC interacted with the faculty members and students and sought their feedback about teaching, research, other facilities and activities in the Institute. The committee has gone through the Institutional profile and Self-Evaluative Report (ANNEXURE - I) placed by the Director, UIET to the AAC.

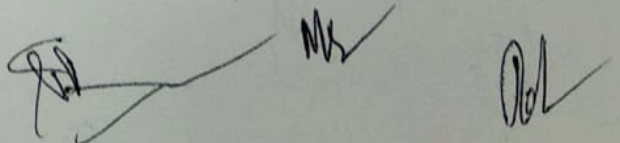
After going through all the above aspects, the Committee made the following observations/recommendations:-

Curriculum Aspects

- a) The following B.Tech and M.Tech courses were running in the UIET in the session 2016-17:

B.Tech Courses

1. B.Tech (ECE)
2. B.Tech (CSE)
3. B.Tech (ME)



4. B.Tech (Biotech)
5. B.Tech (Civil)
6. B.Tech (EE)

M.Tech Courses:

1. M.Tech (ECE)
2. M.Tech (CSE)
3. M.Tech (ME)
4. M.Tech (Biotech)
5. M.Tech (Software Engg.)
6. M.Tech (Manufacturing & Automation)

Apart from this, Ph.D Programmes are also being offered by the Institute.

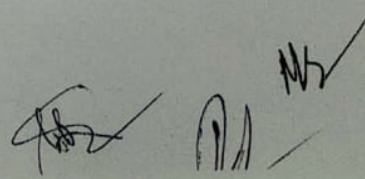
- b) The Director, UIET informed that Choice Based Credit System (CBCS) has been implemented in all the PG courses from the session 2016-17.
- c) Emphasis is also laid on enhancing the Soft skills of the students.

The Committee Members also interacted with the students. The feedback obtained from the students by the committee revealed that:

- The students have free accessibility to meet the Director and Coordinator of various branches as well as all the other faculty members whenever required.
- Library is very rich so far as the quantity and the quality are concerned and being used by the students regularly which help them enrich their knowledge in the profession/life.

Teaching Learning and Evaluation Aspects

- a) Admission to B.Tech courses are done by online Counseling held by Haryana State Technical Education Society.
- b) Apart from regular examinations, the Institute strictly follows University norms for continuous evaluation of students in the form of class tests, assignments and regular presentations.
- c) Tutorials/Remedial classes are also conducted for the overall academic improvement of the students.



- d) UIET has 60 faculty members, which includes 52 Assistant Professors, 02 Associate Professors, 06 Professors and 01 Training & Placement Officer.
- e) Out of 60 teachers, 30 are Ph.D. degree holders and the 19 are pursuing their Ph.D.
- f) 25 Guest faculty have been placed in various streams.
- f) Teacher student's ratio is about 1:21.

Research Consultancy and Extension Aspects

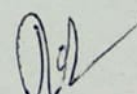
- a) The faculty members of the UIET are actively engaged in the research activities which is evident from the total number of research papers published (165) in the session 2016-17 and also 10 research scholars from the number of Ph.D.'s awarded during 2016-17. The research and academic contribution by the existing teachers of the Institute is

Period	Number of papers published in International/National journals	Number of Chapters in Books	Number of Books Edited	Number of Books with ISBN with details of Publishers	Number of Papers in Proceedings of the Conferences International/National.
2016-17	165				10

- b) Eleven faculty members have participated in and presented Papers in 11 Conferences during the session 2016-17.
- c) Faculty members have completed Research Projects of about Rs.25 Lakh in the year 2016-17.
- d) One faculty (on leave) member of the Institute is engaged in collaborative research work in India and Abroad.
- e) Six Faculty members have served as Expert in various colleges/universities for delivering extension lectures. 2 Faculty members have served as Chairperson and 2 Faculty members have served as Resource Person in the session 2016-17.
- f) 14 faculty are Ph.D guides and 10 Ph.D scholar has been awarded Ph.D degree.







- g) 4 research scholars are receiving the JRF Fellowship during the session 2016 - 17.
- h) MOU with LPS Bossard has been created during the session 2016 - 17.

Infrastructure and Learning Resources

- a) The Institute has purchased various Labs of worth Rs. 3 Crores under TEQIP - II. The Institute is well equipped in terms of Laboratories, the Departmental Library in addition to the Central Library, Class Rooms and other support systems. There are more than 30,000 books in its Departmental Library in addition to various books and journals of Engg. & Tech available in the Central Library of the University.
- b) Students are encouraged to e-learning with the help of internet facilities in the Institute.

Students Support and Progression Aspects

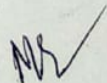
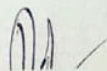
- a) The Institute has a full-fledged Training & Placement office to take care of Training & Placement requirements of the students.
- b) Students visit various industries/institutes periodically to enhance their practical exposure.
- c) Social activities under the banner of NSS and UCS are conducted for the overall development of students.

Innovative Practices

Various activities including encouraging students to participate in variety of co-curricular and social activities are performed in the Institute along with the course of study which help develop multi-skills. 20 students have participated in National level Go Cart competition held at Coimbatore. 2 Students have participated in National level Quiz Competition. The students are involved in Plantation of Tree in the Campus.

The following measures are taken by the Institute for quality sustenance and enhancement in curricular aspects.

- Feedback mechanism (online)
- Conduct of Departmental meetings.



- Periodical evaluation of curriculum.
- IQAC guidance.

The teachers devote their time in personal counselling and encourage the students for various socio-cultural and moral activities. The academic enhancement is stressed by arranging extra revisions, remedial classes, educational tours and guest/extension lectures. The teachers motivate the students to follow reference books also.

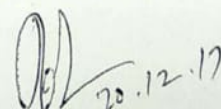
Overall, the Institute is doing very well, students are satisfied with the faculty members and the infrastructural facilities provided by the Institute.

RECOMMENTATIONS/SUGGESTIONS

- 1) **Appointment of permanent faculty depending upon the admission scenario and financial constraints since the present ratio is 1:21. Efforts should be made towards achieving the ratio of 1:20.**
- 2) **The faculty members should be encouraged for quality publications i.e. at least one paper in SCI journal per year.**
- 3) **The University should establish technology incubation Centre to help application oriented research and outreach.**
- 4) **The Institute should maintain the data about the students going for higher studies including exams such as GATE, GRF, TOFEL, GMAT etc.**
- 5) **More no. of visits to support the social network around the university i.e. in villages specially under the banner of NSS & UCS.**
- 6) **AICTE modal curriculum should be studied and adopted at the earliest.**


(P.R. SHARMA)


(MANOJ DUHAN)


(RAHUL RISHI)

REPORT OF ACADEMIC AUDIT OF UNIVERSITY INSTITUTE OF LAW & MANAGEMENT STUDIES (LAW PROGRAMMES) 2016-17

Curriculum Aspects:-

At present the following two courses (Law & MBA) are being run in the Institute:-

Department of Law

- a) Following Five courses in Law are being run in the Institution :-
1. 5-Year Integrated B.A.LL.B (Hons.) with intake of 240 students.
 2. LL.B (3 Year) course (Morning Shift) with an intake of 60 students.
 3. LL.B (3 Year) course (Evening Shift) with an intake of 60 students.
 4. LL.M (2 Year) course (Morning Shift) with an intake 30 students.
 5. Ph.D (Law).

Department of Management

- a) Following two M.B.A courses are being run in the Institute:-

1. MBA 2(Year) with intake of 120+5 students.

Following are the Specialization Areas of the Institute:

- i. Human Resource Management
- ii. Marketing Management
- iii. Financial management
- iv. International Business

2. Ph.D (Management).

- b) The syllabi of all the above mentioned courses are in accordance with norms of Bar Council of India/UGC. As a result, more than 10 students qualified the NET/JRF. All the UG and PG courses were last revised in 2009-10, 2010-11 and 2011-12.

The syllabi of Management Studies are in accordance with UGC and revised by IMSAR, rohtak. CBCS is introduced in the year **2016-17**.

- c) The feedback from the students was taken once in the preforma of feedback in Feb. 2017 and the suggestions were incorporated. Feedback reveals that the students have rated the department in the "Very Good" category giving an average score of 3.5 score (A grade) out of the maximum score of 4.

- d) The students have free accessibility to meet the Director as well as all the faculty members as and when required.

- e) Library is very rich so far as the quantity and the quality is concerned and being used by the students regularly which help them to enrich their knowledge in the profession/life.
- f) Parents were also invited and their feedback was also obtained. The parents strongly agreed on almost all the parameters. However, few parents disagreed on the factor "Institution makes good efforts for the placement of students". The Institute as well as the University has started making good efforts in this direction and a placement cell is established at University level for the purpose.

Teaching Learning and Evaluation Aspects:-

- a) The courses running in the Institute are in great demand as the Department of Law received in total 2400 applications, against 240 seats of B.A.LL.B 5 Year course (160 seats at Department of Law, M.D.U Rohtak) , 2700 applications for LL.B 3 Year course (Morning shift) for 60 seats (80 seats at Department of Law, M.D.U Rohtak). UILMS received 250 applications directly for LL.B 3 year course (Evening Shift) for 60 seats. Further, 250 applications were received for LL.M against 30 seats. Wide publicity about admission is given by the University by giving notifications in national as well as regional news papers, twitter, facebook, whatapps etc.
- b) Apart from regular examinations, the Institute strictly follows University norms for continuous evaluation of students in the form of class tests, assignments and regular presentations.
- c) Tutorials/Remedial classes are also conducted for the overall academic improvement of the students.
- d) Institute has strength of 7 Faculty for MBA & 23 faculty members for Law programmes.
- e) Majority of faculty members are highly qualified with NET & Ph.D.
- f) Teacher student's ratio is about 1:40.

Research Consultancy and Extension Aspects:-

- a) The faculty members of the Institute are actively engaged in the research activity which is evident from number of research papers published during 2016-17.
- b) Most of the faculty members have participated in seminars/conferences/workshops, Refresher Courses and also delivered Guest Lectures during 2016-17.
- c) The Institute plans to start one new course i.e. LL.M 2 Year Course (Evening) for further expansion of the Institute.

Infrastructure and Learning Resources:-

- a) The Institute is well equipped in terms of Library, Sports Complex Class Rooms, Seminar Hall, Moot Court Room, Girls Common Rooms, Boys Common Rooms, Library, Computer Lab., Auditorium, Legal Cell Room and other support systems.
- b) Students are encouraged to e-learning with the help of PPT & other Internet facilities in the Institute.

Students Support and Progression Aspects:-

1. The Institute organized a Moot Court Competition, Essay Writing Competition, Debate Competition, Quiz Competition in the session of 2016-17.
2. All the students are encouraged to take part in extra-curricular activities such as educational tours, sports and co-curricular activities etc and 20 students participated in Zonal Youth Festival and 04 Students Won Prize.
3. Drop out ratio is very less i.e. 1 per cent.
4. Institute plans to organize National Seminar in next session.

Innovative and Best Practices

Innovative Practices

The institute support student-centric learning through its efforts by creating a learning environment which allows student to think, answer and ask questions. The basic strategy adopted is to provide student with a diversity of learning experiences. While lectures are the common teaching method, this is support by assignments and discussions. The emphasize is on helping students acquire critical thinking skills, interpersonal communication skills, listening skills, problem solving skills, knowledge management skills and teamwork, all of which enable lifelong learning. Speakers are also invited from other institute to interact with the students on topics in the curriculum.

The Institute focuses on multi-skill development in its programmes by introducing varied contents. Various activities including encouraging students to participate in variety of co-curricular and social activities are performed in the Institute along with the course of study which help develop multi-skills.

The following measures are taken by the Institute for quality sustenance and enhancement in curricular aspects.

- Feedback mechanism.
- Conduct of Institutional meetings.
- Periodical evaluation of curriculum.
- IQAC guidance.

The very basic thing done for the quality sustenance and quality enhancement is the preparation of academic calendar at the very opening of academic year. Planning of curriculum calendar maps to achieve greater integration of instruction and makes lesson planning more effective. Besides teaching, the classroom discussions, seminars, unit-wise tests are also held. The teachers devote their time in personal counselling and encourage the students for various socio-cultural, political and moral activities. The academic enhancement is stressed by arranging extra revisions, remedial classes, educational tours and guest/extension lectures. The teachers motivate the students to follow reference books also.

The efforts are made by the Institute to have good co-ordination and harmony among the teachers. Cultural programs are also organized by the Institute wherein teachers and students both are involved. Such activities help the students to share their problems frankly with the faculty members.

Best Practices

After attaining good basic knowledge at the under-graduate and post-graduate levels, the students find that they are capable of pursuing for high level research and thus can become good Lawyers & diligent researchers and contribute towards the progress of the legal aspects in all arenas of life. Every student who passes out from the Institute gets good placement. He/ she is motivated to remain in constant touch with the Institute so that the freshers get valuable guidance from him/her.

The Context

To keep pace with the latest trends and development in the field, various challenges are faced by the institutes of learning including universities. Needless to say that Law plays a very significant role to meet these challenges. Thus, it is the need of the hour to design the new curricula, identify the thrust areas, develop new means / methods for imparting knowledge to create opportunities, new innovative ideas, produce good quality researchers and teachers of having sound knowledge of the subject.

The Practice

On the basis of the feedback received from various quarters including faculty, students, employers and academic experts, the Institutional councils discuss the issue of revising the existing curriculum or framing curriculum for newly envisioned course in their respective Institutes. The process of need assessment is generally informal and no formal database is prepared. The outlines of the course are prepared by the Institute. The preliminary draft of the course is placed in the meeting of respective Board of Studies for discussion and modifications. The curriculum finally approved by Board of Studies is placed in a meeting of Faculty. The faculty either approves or refers it back to respective Board of Studies for making the suggested changes and directs to place it again in next faculty meeting.

After approval from Faculty, the curriculum is placed before the Academic Council. The academic council either approves or refers it back to respective faculty along with suggestions and directs to place it again in next meeting of the Academic Council.

Taking all these issues (need assessment, development of information, feedback from faculty, students, alumni, employees and academic peers and communicating the information and feedback for appropriate inclusion and decisions in statutory academic bodies), our faculty members representing BOS argue in the BOS meetings and try to include the topics in the curriculum.

The unique feature of the syllabi designed for various courses in Law & MBA is that these are job-oriented for good placement of students in various sectors of employment. However, non-availability of sufficient faculty to teach the specialized papers sometimes becomes constraint to permit students to opt for such optional papers and hence is a hurdle to achieve the goals.

Evidence of Success

The students after having completed a course of the Institute remains in great demand with industries, business, banking and insurance, agriculture, IT sector and various other public/ private sectors.

As the courses are designed as per needs of industry and other organizations offering employment to the students of the University, so a lot of employment opportunities are available in research/academic/professional institutions, corporate world, Defence Services, civil services and various other public/private organizations.

A good number of our students are awarded junior research fellowship/NET by CSIR/UGC. Further, the students clear the teacher's eligibility tests for placements in Senior Secondary schools conducted by various state agencies. There is hardly any student who has remained unemployed. Some students also qualify the civil services and other competitive examinations.

Problems encountered and resources required

Some more teaching positions are required to meet the requirement of more optional papers for better job prospects. The supporting staff to deliver good services for the students is required such as administrative officers, attendance and assistance, programmers.

Encouragement for Research

Objectives

To enhance the scientific and employability skills of the students and to enhance the research standards of the faculty members.

The Context

To meet the needs and challenges which are being faced in day-to-day life, growth in the field of Science & Technology, in general, and Law, in particular; is on. For proper development and growth in the areas related to Law, good quality researchers need to be produced which is possible due to the encouragement given to them.

The Practice

There is a healthy academic environment in the Institute as there is good coordination and harmony among the teachers. The research guides have harmony with their research students also and given sufficient time to them for discussion on the problem related to their field of research. About 6-7 students of the Institute are awarded JRF by CSIR/UGC every year. Every year, university provides three university research scholarships (URS) to the students of Law for supporting their research work. A fairly large number of scholars are registered in the Institute for Ph.D. degree. The Institute / university grants duty / academic leaves liberally to the teachers as and when required for pursuing higher research and for participating in conferences / symposia/ workshops or other academic / research purposes by other universities / institutes in India as well as abroad. They are also provided TA/DA also for the purpose. The faculty members of the Institute have harmonious relations with the teachers of other Institutes also for university level activities. Such relationships held work in the interdisciplinary areas also.

The Institute subscribes sufficient number of research journals for the Institute as per different specializations. A good number of research journals published in India as well as abroad are being subscribed. Faculty members have access to a large number of on-line journals also.

Evidence of Success

Research papers published by the faculty members of the Institute in peer reviewed/ indexed journals and also in the journals having impart factors indicate that research standards of the Institute are reasonably good. Because of good research standards, the faculty members of the Institute have been sanctioned Major/Minor research projects by the UGC. The Institute has also been provided with financial assistance under SAP on the basis of research standards.

Problems encountered and resources required

Considering the performance of the Institute over the years, both in terms of courses being offered and the demand of students, Faculty of the Institute is deprived of being the part of, Question Paper Setting, Strong requirement of starting of new courses the Institute. All these problems affect the growth of Institute, Students and Faculty as well.

- Paper presented on "Impact of Micro Finance on Rural Economy" in the National Conference on "Make in India for Inclusive Growth: Initiative and Challenges", organized by CRSU Jind. (January 27-29, 2017).
- Participated in One Day workshop conducted by Vivekanand Library in association with Elsevier at Radha Krishnan Auditorium MDU Rohtak on 18 November 2016.
- Participated in Seven Day workshop conducted by Department of Education MDU Rohtak on Research Methodology and Statistics in Social Sciences from March 22 to 28 2017.
- Participated in One Day workshop conducted by Department of Economics MDU Rohtak on Economics of Gender and Development on 25 July 2017.
- Participated in National Seminar by Department of Sociology MDU Rohtak on Drug Addiction and alcoholism: Issues and Challenges in North West Region on 29 to 30 March 2017.
- Participation in Refresher course in Business studies organised by UGC-HRDC BPS Mahila Vishwavidyalay Khanpur Kalan Sonipat on 24-11-2017 to 14 -12- 2017.

Ms. Seema Sangwan, Assistant Professor (Guest Faculty)

Papers presented in Seminar/Conferences

- Paper presented on "Fading Role of Railway in Indian Tourism" in National Seminar on "Tourism for All: Promoting Universal Accessibility", organized by Institute of Hotel and Tourism Management M. D. University , Rohtak. (September 27, 2016)
- Paper presented on "An Analysis of Contribution of IWB to CSR in Private Banking Sector" in International Conference on "Social Responsibility of Business: Big Push and its Sustainability", organize by Faculty of Commerce An Management, SGT University. (19-20 December, 2016).

Paper published in Journals

- "Medical Tourism in India: Issues and the Future Prospective" published in International Journal of Academic Research and Development. ISSN: 2455-4197, Vol.1, Issue10, October 2016.
- "Strategies for Workplace Diversity Management: Review and Scope" Published in International Journal of Commerce and Management. ISSN: 2455-1627, Vol-2, Issue 8, August 2016.

Workshops Attended

- Attended three days national workshop on Sample Surveys and Data Analysis, organize by Department of Statistics, M. D. University , Rohtak and IARS, (June 13-15, 2016)

Jw
16/12/17
(Prof. J. S Jakkhar)
Head & Dean, CDLU, Sirsa

Vishal Kumar
16.12.17
(Prof. V. K Bishnoi)
G. J University, Hisar

A.S. Dalal
(Prof. A. S Dalal)
Dean, Faculty of Law
M.D.U Rohtak

A.S. Boosa
(Prof. A. S Boosa)
Dean, IMSAR
M.D.U Rohtak

Suland Lal
16/12/2017
Director
University Institute of Law and Management Studies
(Maintained Institute of M.D. University, Rohtak)
Sector-40, Gurgaon-122001 Haryana
E-Mail : director@mduilms.com

**DEPARTMENT OF ZOOLOGY
(DST-FIST SPONSERED)**

ACADEMIC AUDIT REPORT (2016-17) (2016-17)

The AAC committee meeting was held on 9.12.2017 at 10.30 am in the Department of Zoology and resolved unanimously as under:

Particulars	Information	Measures initiated/taken
General profile		
Name of the Department	Department of Zoology	
Year of establishment	15.6.2009	
Current academic activities	PG Course in Zoology (MSc-2Yr CBCS Semester System Course) PhD in Zoology	
Permanent faculty	06 (04 appointed in 2008 & 2009 and one in 2012) Professor & Head -01; Professor - 01; Assistant Professor- 04	
Self financing scheme	Nil	
Permanent support staff	Non teaching- 04 (Steno- typist -01; HLA-01; Lab Attendent-01; Peon-01)	
Students per session	M.Sc.- Zoology -40 Ph.D. - variable as per seats available with eligible supervisor/s	
Major features	1. Good infrastructure and spacious class room and research labs etc 2. Imparting courses in recent as well as traditional fields 3. Generating research resources through research projects from outside funding agencies	Awarded DST-FIST assistance (2012-2017)
Date of visit of the committee	09.12.2017	--
Curricular Aspects		
Curricular design	1. Choice based credit system introduced w.e.f. 2015 semester wise 2. Revised usually after every three years	CBCS meticulously implemented uniformly for Post Graduate courses of Faculty of Life Science
Academic flexibility	1. Department offers core and interdisciplinary at Post Graduate course and Research degree	Suggestions of the experts from PG/UG BOS duly

		considered
Feedback on Curriculum	<ol style="list-style-type: none"> 1. Feedback both by students and parents is a regular process. 2. Students interaction results in remedial measures 	Students appreciated the Choices offered
Curriculum update	<ol style="list-style-type: none"> 1. Revised i.e. 2016-17 2. Due thrust has been given to emerging and inter disciplinary areas 3. PhD with course work has been introduced w.e.f. 2015 	Common Ph.D. entrance test by faculty of Life Science
Best practices	<ol style="list-style-type: none"> 1. Regular interaction with college teachers for UG curriculum updating and feedback alongwith UGBOS Meetings 2. Introduction of job and research oriented courses 3. Students are encouraged to utilize Central Vivekananda Library facility (in vicinity of department) 4. Constitution of committee for consultancy and career guidance as well as placement co-coordinator 5. Parent teachers association for feedback on IQAC performa, meeting held in 2016-17 	Continued
Teaching Learning and evaluation		
Admission process and student profile	<ol style="list-style-type: none"> 1. Through entrance test for MSc from 2016 -17 session ; entrance test for PhD 2. State reservation policy followed in PG as well as in Ph.D. 	PG & PhD through entrance test
Catering to diverse needs	<ol style="list-style-type: none"> 1. Knowledge and skill of the students is assessed through entrance examination 2. Remedial measures for slow learners/language consideration 3. Counseling of needy students 	Continued through personal interaction and class room teaching
Teaching & learning process	<ol style="list-style-type: none"> 1. Class room teaching supplemented by interactive learning through seminars/projects/field trips 2. Educational aids like OHP, LCD and computer with internet facility, books etc are used for class room instructions 3. teaching & learning with continuous evaluation through credit based system 	Interactive and ICT based class room teaching; continued
Teachers Quality	<ol style="list-style-type: none"> 1. Cent per cent teachers are PhD 2. Faculty exposed to recent developments through conferences, seminar , training, workshops etc 3. Department conducted 06 national seminars (2010, 2011, 2012, 2013, 2014 and 2015) 4. Published every year proceedings of the seminar/s with ISBN numbers 5. Students evaluation of teachers and feedback 	Faculty attended international (5) and national (27) conferences
Evaluative process	<ol style="list-style-type: none"> 1. Continuous internal assessment for both courses followed by external final evaluation at the end of semester 	Practiced


Research	2. Timely conduction of examination semester wise	
Promotion of research	<ol style="list-style-type: none"> 1. Internet and other facilities are available. 2. Research journals are available and list updated in central library 3. 02 faculties have Minor Research Projects to their credit. However laboratory needs to be strengthened more from university grants due to restricted financial grants from funding agencies 4. Seed money for newly recruited teachers is required 	New books and computers provided to students
Research & publication output	<ol style="list-style-type: none"> 1. All the teachers are engaged independently or in collaborative research as per the facility available 2. More than 33 research papers in 2016-17 in journals of repute with good impact factors 3. 14 PhD students under supervision in 2016-17. 	33 research papers published and
Collaboration	MOU with PGIMS, Rohtak	Continued
Laboratory facilities	Research laboratory, central laboratory and high end equipment laboratory need to be provided with controlled conditions of temperature and aeration. The infrastructure and uninterrupted electricity and water facility is rendered.	Got 44.5 lakh grant mobilised as DST-FIST for instruments.
Students: Fellowships/ Placements		
Fellowship holders in department	NET/JRF =08 RGNF =02 URS = 10	
Placements	States civil services, Research scientists, Doctoral research fellows - AIIMS; NMR; IGIB, NII, Education department lecturers, Teachers/school lecturers, State forensic sciences labs, Poland (Research Institute), Police teaching schools, State police services, State food and supplies department, state forestry Deptt.etc.	PhD students selected as faculty in department and 01 students were selected as PGT teachers.


The committee visited the Department of Zoology on December 09, 2017. After going through the documents and visiting different laboratories and interacting with faculty members, research scholars, students, following points were suggested:


1. There should be provision of continuous uninterrupted supply with power backup.

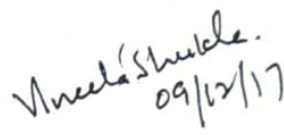
2. There should be provision of air cooling in all the MSc and research laboratories of the department to maintain ambient conditions.
3. Major projects like SAP and FIST phase II may be planned.

Further, it was observed that the department is progressing very well and can do excellently after further strengthening the available research facilities. The existing infrastructure is excellent. The teachers are experienced and very good in teaching and research in their respective fields.


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Dept. of Biotech.
DCRUST, Murthal
(Sonapat)


Prof. SVS Rana
Dept. of Zoology,
CCS Univ. Meerut


Prof. Pushpa Dahiya,
Dean, Faculty of Life
Sciences, MDU, Rohtak


Prof. Vineeta Shukla,
Head, Dept. of Zoology,
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REPORT OF THE ACADEMIC AUDIT COMMITTEE (12.12.17)

An Academic Audit for the session 2016-17 was carried out in the Department of Psychology on 12.12.17. The following members conducted the audit:

1. Chairperson Prof. Promila Batra
Dean Faculty of Social Sciences, Maharshi Dayanand University, Rohtak.
2. Outside Expert Prof. B. S. Sandhu
Dept. of Psychology, Panjabi University, Patiala .
3. Prof. Jyotsana (consented but not attended)
Dept. of Psychology, Guru Jambheshwar University, Hisar

All the parameters as per IQAC guidelines have been examined and verified by the Committee point wise:

1. Curricular Aspects:

- The Department is running two masters, one post PG Diploma in Guidance and Counselling (PGDGC), one M.Phil and one Ph.D course.
- Overall feedback of the parents and students regarding the functioning of the University and the Department was satisfactory (Rating: Parents- 4.5/5; Students: 3.12/4). Major concern expressed by both the groups of stakeholders was regarding the placement of the students.
- Syllabi of PG (3rd and 4th sem.) courses were updated as per CBCS guidelines.

2. Teaching, Learning and Evaluation

- There were 16 (2 Prof. Retired in Oct. And Dec., 2016) permanent faculty members with Ph.D. Now there are 14 permanent faculty members with Ph.D.
- Faculty members actively participate in seminars and conferences (International: 21; National: 41; State level: 4) and are invited as resource persons (07).
- Innovative teaching and Learning processes, such as Interactive sessions between teachers and students, group discussion, role play and brain- storming session, field exposure, training & internship at various schools and organizations are undertaken by the Department.
- During this session one workshop, one induction program/ microlab, six extension lectures, two educational tours, one Psychological assessment camp and a health awareness drive were organized.
- Average attendance of students is 78.50.

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3. Research, Consultancy and Extension

- The Faculty members have published 16 research papers in International and 12 research paper in National peer reviewed journals in 2016-17.
- Two research awards such as Deepak Bhatt Award and Best paper award was given to one faculty member.
- One major research project on "Construct validation of Cognitive Preparedness" funded by (DST: 22.90 lakhs/ DST: 14.20), has been completed during this year and the dept. has been granted SAP, DRS-III (72 lakhs) on "Positive Health Psychology".
- Seventeen students were awarded Ph.D degree and nine was registered during 2016-17. The total number of registered research scholars on 30.6.17 was 58.
- Thirteen research scholars were receiving fellowships (JRF: 01;SRF: 02; URS: 07; Rajiv Gandhi (JRF)- 03)
- Students actively participated in university level Youth Red Cross activities (number of students: 20) during this session.
- Two major extension activities, i.e. "Psychological Testing Camp" was organized by the Dept. in the university premises, focused on the theme of "Know Yourself" w. e. f. 12th to 16th Jan, 2017 and Health Awareness and Psycho-Education programme on the theme- Depression Let's Talk, was organized to observe World Health Day on 7/4/2017 in the premises of university where major blocks such as teaching departments, administrative block, library, activity centre and residential area were covered.

4. Infrastructure and Learning Resources

- There are 05 classrooms, 09 laboratories and 01 seminar hall in the department. One Physiology Lab has renovated during this period. Equipment (Biofeedback) worth Rs. 5,11,192 lakhs and Psychological tests worth Rs. 1.03,785 lakhs were purchased during this session.
- Five new computers were purchased during this period. There is one computer lab with 16 computers.

5. Student Support and Progression

- Heterogeneous students groups across courses and sessions, with the teachers as mentors were formed for tracking student progression and providing them support, for academic and personal growth.
- Total number of students in the Department was 162 students (males:58; females: 104). Category wise, there were 95 general, 35 SC, 28 OBC, 01 physically challenged and 03 EBC students.
- Average attendance of students (M.A., Ph.D course work and Diploma courses) was 78.50%.
- One student qualified IAS/IPS exam and one student qualified the NET examination.

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- There is no provision of campus placement of the students.
- No major grievance was voiced by the students.

6. Governance, Leadership and Management

- Dept. has prepared new syllabi for PG courses (3rd & 4th semester) and revised syllabus of M. Phil /Pre Ph. D as per CBCS guidelines .
- The Department has adopted a number of quality improvement strategies. The syllabi of PG courses were revised as per CBCS guidelines. Interactive sessions between teachers and students, group discussion, role play and brain- storming session along with extension lectures, field exposure, educational tours, training & Internship at various schools and organizations were organized. Teaching aids include LCD projector and computer.
- Student teacher ratio is 10:1.
- Admission of students to P.G. as well as M.Phil and Pre-Ph.D. Course Work was on the basis of entrance test while admission in PGDGC was on the basis of academic merit.
- Although there are no welfare schemes for staff and students, the department has formulated small groups of students, with teachers as Mentors to provide assistance for academic and personal growth to the students.

7. Innovations and Best Practices

- “Psychological Testing Camp” was organized by the Dept. in the university premises, focused on the theme of “Know Yourself” w. e. f. 12th to 16th Jan, 2017 and Health Awareness and Psycho-Education programme on the theme- Depression Let’s Talk, was organized to observe World Health Day on 7/4/2017 in the premises of university where major blocks such as teaching departments, administrative block, library, activity centre and residential area of university were covered.

SWOT analysis of the Department:

Strengths:

- Student teacher ratio is robust
- Strong group dynamics and team spirit
- Regular academic update.
- Faculty members are highly research oriented (One major research project has been completed & DRS-III has been granted.
- Active participation of faculty and students in extension services.

Weaknesses:

- Unable to provide campus placement
- Requirement of technical personnel for maintaining the computerized equipment/software in the laboratories.
- Lack of computerised testing.
- Lack of furniture in the laboratories as well as in the classrooms.

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Opportunity

- Despite imparting of best theoretical knowledge for the student's academic excellence, abundant opportunities were provided to them for enriching their practical knowledge in various fields through organization of outreach activities such as Health Awareness & Psycho-Education programme, organization of Psychological Testing Camp, Practical Training at Haridwar, Rishikesh & Dhanachuli (Nanital), Visits to Arpan school, Anatomy Dept., Psychiatry Dept., PGIMS, Rohtak.
- Adopting of group and community approach to prevent social evils.
- External and internal exposure to students for holistic development

Threats:

- Lack of strong willpower among students to seek job outside the city/state.
- Paucity of Hindi text books
- Dropout rate is high
- Unable to develop adequate entrepreneurship skills among students.

8. Action Taken Report (ATR) :-The department has undertaken the following in view of plan of action decided upon at the beginning of this year:-

- Preparation of syllabi of M.A. (Psychology & Applied Psychology 3rd & 4th, semester) and syllabus of M.Phil/ Pre. P.hd was also revised as per CBCS guidelines.
- For strengthening of field exposure and practical training, the same was given at mentally challenged school and institutions. Psychological Practical training was given at Haridwar, Rishikesh and Dhanachuli (Nanital).
- Practical Training was given through organization of Health Awareness and Psycho-education Program and Psychological testing camp.

9. Plans of department for next year

- To strengthen the laboratory with computerised test.
- PGDGC to be strengthened by increasing the seats so that maximum students may get the benefits.
- Establishment of First aid cell, under the Centre of Positive Health.
- Strengthening of Alumni Association
- Focus on more practical exposure through organization of workshops, seminars etc.


Recommendations:-

The committee recommended the following:-


- Practical exposure should be further increased.

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- Supervised internship and practical training to be strengthened by allotting teacher incharge.
- Posts rendered vacant due to retirement of two teachers ,may be filled up in order to meet the requirement of individual supervised training which is vital for the students in Psychology.
- Special efforts should be made to enhance skill training through students' workshops for preferably for Applied Psychology students by providing individualized supervised training.


Dr. B.S. Sandhu 12.12.17
Prof., Dept. of Psychology
Panjabi University, Patiala

Dr. Jyotsana
Prof., Dept. of Psychology
Guru Jambheshwar University, Hisar
(Expressed inability to attend)


12.12.17
Dr. Promila Batra
Prof. & Dean, Faculty of Social Sciences
M.D. University, Rohtak