

- 1 -

Proceedings of the Meeting of Academic Audit Committee in Statistics held on 20.11.2018 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 20.11.2018 in the Office of the Head, Department of Statistics. The following members were present:

- | | |
|---|----------------|
| 1. Prof. C.K. Jaggi,
Department of Operations Research,
University of Delhi, Delhi | Outside Expert |
| 2. Prof. Rajender Parsad,
Principal Scientist & Former Head
Division of Design of Experiments & Senior Scientist,
IASRI, Delhi | 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, basic amenities available and activities (Academic and Co-curricular) carried out by the Department. The committee examined and evaluated the Annual Report of the Department, Departmental Profile and Academic achievement of the teachers for academic year 2017-18 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)

21/11/2018

ua

HOD

- (b) The seminars have been introduced as the important components of the curriculum which have been regularly conducted by the department in which students present their assignments by choosing some specific topics related to the theory papers.
- (c) The project reports on some socio economic issues related to a particular community or a region have been prepared by the students in which results have been analyzed and interpreted statistically by using Statistical Software.
- (d) The teacher student's ratio in the department is 1:20.
- (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 3.15 out of 4, which is quite good. The committee members also interacted with the students. The committee observed that some courses on Statistical Computing may also be introduced. Students should also be encouraged and motivated to go to Data Analytics Firms.
- (f) 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.
- (g) 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.
- (h) 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 skill development and updating the knowledge of their wards. The department has sufficient infrastructure and equipments in the form of Computer Lab., Seminar Hall, Conference Hall, Class Rooms and I.CD Projectors.

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 fifteen (15) research papers in the journals of good repute during session 2017-18.
- The faculty members have guided Ten (10) Ph.D's thesis and One (01) M.Phil dissertation during the session 2017-18.
- The faculty members have participated in Six (06) Conferences/ Seminars and presented their research papers.

Handwritten signatures:
1. Dr. Sonu
2. Dr. Sonu
3. Dr. Sonu

- 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 2017-18.
- 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 worked as reviewers of various research journals.

C. Teaching, Learning and Evaluation Aspects:-

- All the faculty members are well qualified and have published their 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 (134) for admission in M.Sc (Statistics) have been received by the department during the session 2017-18.
- 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 updating knowledge of the students in the subject Statistics.
- The opportunity to the regular research scholars have been given for assisting the department in teaching work (Theory and Practical's) as well as to support the department in conducting examinations.

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 Glass Rooms (02), Seminar Room (01), Conference Hall (01), HOD Room, Office and well equipped with LED, Interactive Boards, I.CD projectors, Laptops, Photocopier Machines and other support systems.
- Department has licensed Statistical/Mathematical software MATLAB procured in 2013, SPSS 19.0 and the students specially research scholars are encouraged to use these

21/3/2018
[Handwritten signatures]

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 Alumni meet on 15.04.2018.
- A total number of 20 students were pursuing their Ph.D. degree during the session 2017-18 and out of these, 10 students have been awarded their Ph.D. degrees.
- One student has been awarded M.Phil. Degree during the session 2017-18.
- 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 (McLeodganj, Vipasna Meditation Centre, Residence of Dalai Lama, Tibetan Museum, Bhagsu Fall and Naam Art Gallery) of the state Himachal Pradesh from 15-18 March, 2018.

Specific Recommendations

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

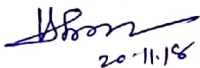
- The department has been facing the shortage of teachers to meet out the existing teaching workload and therefore, it is strongly recommended that the vacant positions should be filled on priority basis in the department. There are only four filled in positions against six sanctioned posts. Even out of four filled in positions one, is on EOL. Therefore, effective faculty in position are only three.
- In order to introduce some more specialized papers in the subject Statistics there is a need to sanction two more teaching positions at Assistant Professor Level in the department other than the existing sanctioned posts.
- The department needs regular Lab. Attendant as well as computer operator so that the computing lab facilities can be better maintained for the use of students/ faculty.
- There is a need to introduce some short term new courses like Diploma/Certificate on Data Science and Data Analytics to cater the demands of the industries and society. For this purpose necessary resources in terms of experts/ faculty should be provided by the University.

21/3/2018 Ma SS H

- For the faculty improvement and students' exposure, a one-two week(s) training programme on use of Statistical Software(s) and Data Analytics may be organized by the department by inviting experts.
- A mechanism need to be developed to keep the archive of publications of the department at one place.


(Prof. C.K. Jaggi)
20/11/18


(Prof. Rajender Parsad)
20/11/18


(Prof. V.K. Sharma)
20-11-18

MINUTES OF THE MEETING OF ACADEMIC AUDIT COMMITTEE IN BIOINFORMATICS HELD ON 29/10/2018 (MONDAY) AT 11:00 AM 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 2017-18 was held on 29/10/2018, in the office of the Director, CBINF.

The following members were present:

1. **Prof. Namita Singh**
Dept. of Bio and Nano Technology, GJU, Hisar
2. **Prof. Kiran Nehra**
Department of Biotechnology, DCRUST, Murthal
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 2017-18, 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 and 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 Pharmaco informatics – 1 year(week end)
 - 4) P.G. Certificate Course in Phylogenomics- 1 year(week end)

Namita Singh
21/10/2018

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 2016-17 and for 2017-18 as well. There are some changes made in the scheme as per CBCS. Like addition of PSO's and CO's

D) The feedback for 2017-18 session from students, parents and teachers was obtained in the feedback proforma during 2018 and the suggestions were incorporated. Feedback for the session reveals that the students rated the department with overall average score of 3.51 which is very very good.

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

- ✓ Students want the Co-curricular activities like Bioinfo fest to be conducted yearly.
- ✓ Some issues were there with inadequacy of desktops.
- ✓ More ICT enabled class rooms must be there.

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.

e) Teacher:students ratio is approx. 3:30 (approx 1:10). Though the guest faculty is appointed, but to maintain the appropriate ratio, University should take urgent steps to make the appointment in CBINF.

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. More than 7 publications have been made in reputed journals by only 2 faculty members

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 Center for Biotechnology, MDU, Center for Medical Biotechnology,

8-

MDU, Department of Biotechnology, UIET, MDU, Department of Microbiology, MDU, Department of Pharmaceutical Sciences, MDU, Department of Pharmaceutical Sciences, PU

Infrastructure and learning resources:

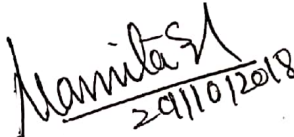
- a) The department is well equipped in the terms of classrooms, Labs, Seminar room and other support systems, well equipped and ICT methodology.
- b) Students are encouraged to use e-learning with the help of internet facilities of the department.
- c) 01 student is pursuing PhD from the department.

Students Support and progression Aspects:

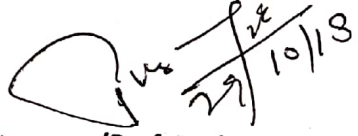
- a) Students are encouraged to take part in the extra-curricular activities such as educational tours, cultural activities etc.
- b) The department has established Career Counselling & Placement Cell under the charge of the faculty members of the department. Also the students are encouraged to participate in various workshops and events organized by CPCC cell of MDU.

Recommendations:

- 1. Just like the recommendations from last few years, it is advised that the recruitment against the vacant position must be made with immediate effect.
- 2. More Desktops with recent technology must be integrated in dry labs.
- 3. Number of ICT enabled classrooms must be increased.p
- 4. Faculty members may be encouraged to apply for more extra-mural research grants.
- 5. The extra-curricular activities must be conducted on regular basis to refresh the students undergoing regular academic schedule.


(Prof. Namita Singh)


(Prof. Kiran Nehra)


(Prof. Pushpa Dahiya)

**CENTRE FOR BIOINFORMATICS
M.D. UNIVERSITY, ROHTAK**

Sub: IQAC analysis report, ATR and recommendations (plan of action) for 2017-18 Academic Audit


The feedback from students of M.Sc. (Bioinformatics) Semester was taken on the prescribed proforma for obtaining scores based on 21 parameters, for academic session 2017-18.


As per the score average, the department's overall average was found to be 3.51, which is better than average from last year analysis and is "Very Good" Grade A-NAAC rating scale (3.0-4.0). Just like last year, for most of the parameters the departmental score is above three except for career counseling and placement facilities, but we have an improved rating for co-curricular and extracurricular activities this time because of Bioinfofest-2018 organized by us in March, 2018.

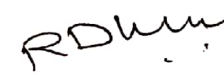
Though none of the parameter is found to appear in the Satisfactory or Unsatisfactory category, still the measures will be taken to further improvise and maintain the decorum of the department. The parameters with the lowest scores are discussed below:

1. Parameter no.14 (Adequacy and Quality of computers) The most of the computers in the labs are of outdated technology and insufficient to meet the increasing strength of students in the course each year. Hence, more Desktops are to be purchased for smooth conduct of practicals in labs. There is only one projector available in the department, therefore efforts are to be made to develop more ICT enabled labs.
2. Parameter no.17 (Co-curricular and extracurricular activities) In spite of faculty crunch Bioinfofest-2018 was organized successfully this year and this practice will be continued for subsequent years also.
3. Parameter no. 20(Career counseling and placement facilities)
Though most of the Ph.D holders from the CBINF are placed and department at its own level also tries its best for counseling of the M.Sc. students as well. Still more efforts are required to conduct more activities like interactions between placed alumni and students to provide maximum benefit to the students.

The above suggestions and other recommendations from the members of D.C. will surely ensure further betterment in the departmental score.


(Dr. Mehak Dangi)
Asst. Professor


(Dr. Ajit Kumar)
Asst. Professor


Director
(Prof. Rajesh Dhankhar)
Centre for Bioinformatics
M.D. University, Rohtak

**REPORT OF THE ACADEMIC AUDIT COMMITTEE(AAC) THAT
AUDITED THE DEPARTMENT OF COMPUTER SCIENCE &
APPLICATIONS, M.D.UNIVERSITY ROHTAK ON 20.11.2018 AT 11.30
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 20.11.2018 at 11.30AM in the Seminar Room of the Department and the following members were present:

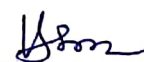
1. Prof. M.N. Hoda,
Director, Institute of Computer Applications and Management,
Bharti Vidyapeeth University, A-4, PaschimVihar, New Delhi.
2. Prof. Anita Singhrova,
Department of Computer Science & Engineering,
DCR University of Science & Technology, Murthal
3. Prof. V. K. Sharma,
Dean, Faculty of Physical Sciences,
M.D. University, Rohtak.

The Head of the Department made a comprehensive presentation of the 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 2017-18 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 on the basis of Choice Based Credit System (CBCS). As a result reasonably good placements of eligible and interested students were witnessed apart from about 10 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 2017-18 reveals that the students have rated the Department in the Good category giving average 2.8 score of M.Sc



-11-

(Computer Science) and 2.53 of MCA out of the maximum score of 4 in the session 2017-18 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 10363 books and e-books 7335 . 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:

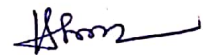
- SCOPUS
- Emerald

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

LIST OF HARDCOPY JOURNALS/MAGAZINES FOR THE SESSION 2017-18

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, Ist 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, Phasep-I, New Delhi-110020

- f) Feedback obtained from the parents also reveals that 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 the University itselfon the basis of Academic Merit/counseling.
- b) No admission was made by the Department in M.Tech. (Computer Science) during the session 2017-18.
- c) The admission to M.Sc. (Computer Science) were made by the Department of its own during the session 2017-18.
- 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 10 regular faculty members, which includes two Professors and eight Assistant Professors. Moreover, the Department has two JRF and three University Research Scholars to share the workload of the Department.
- h) Teacher -students ratio is about 1: 26
- i) Average Teacher –Research scholar ratio is about 1:3.2.

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 39 number of research papers published in International/National Journals and UGC approved journals during the academic year 2017-18.(See Annexure-A)
2. Most of the faculty members have participated in International/National Conferences/ Seminars/Workshops and delivered invited Key Note Speech and lectures also during 2017-18 (See Annexure-A)
3. Department organized the Expert Sessions/Workshops as per details given below during the session 2017-18:

Name and affiliation of the guest speaker	Topic of the Extension Sessions/Workshops	Participants	Date
Mr. M.S.Hooda, Retired Chief Engineer, Rohtak	Heartfullness Meditation	150	30.08.2017

[Handwritten signatures and marks]

Proud Technologies Pvt. Ltd., Pitampura, New Delhi	Website Design in word press, Money making tips	135	04.09.2017
-do-	Digital Marketing	150	04.09.2017
Mr. Navdeep Sindhu, Asstt. Prof., Wipre, VIT University, Vellore, Tamilnaidu	Computer Generated Imagery	180	02.02.2018

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

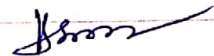
Name of the Department	Date of the National/International	Theme of the Conference	Number of participants attended
Department of Computer Science & Applications	22.11.2017	"Future Innovations in Computing Technologies & Machine Learning" (FICTML-17)	Approx. 270 delegates, faculty members and students

- 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 2017-18.
- 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

- 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 26 Research Scholars during the session 2017-18 and out of them seven students were enrolled for the Ph.D. programme during 2017-18 and two candidates have been awarded Ph.D. degree in the session 2017-18. Out of these there are three University Research Scholars.

Strengths of the Department

- i) The Department is well equipped in terms of Computing facilities, Audio-Visual aids and other necessary support systems.
- ii) 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.
- iii) The faculty is competent and producing good numbers of publications as well as guiding Ph.D. students.
- iv) 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-ordination and harmony among the teachers. The best practices of the Department are the regular updation of syllabi and encouragement for research.

The Department is also in process to start Value Added Courses w.e.f. the session 2018-19, it will help the students to strengthen their practical knowledge.

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 four vacant faculty positions lying vacant and the University has already made advertisement for the same and the same will be filled accordingly. However, additional 03 faculty positions already under consideration of the University Authorities in view of the requirements of additional workload of 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 260 students in the session 2017-18. 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)


ANITA SINGHROVA)


(V. K. SHARMA) 20.11.18

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

ACADEMIC AUDIT REPORT (2017-18)

The AAC committee meeting was held on 22/10/2018 at 11.00 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 ; Associate Professor- 01 ; Assistant Professor- 03	
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 ± 9 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	22/10/18	--
1. Curricular Aspects		
Curricular design	1. Choice based credit system introduced w.e.f. 2016-17 semester wise 2. Revised usually after every three years	CBCS meticulously implemented uniformly for Post Graduate courses of Faculty of Life Science
Academic flexibility	Department offers core and interdisciplinary at Post Graduate course and Research degree	Suggestions of the experts from PG/UG BOS duly considered
Feedback on	1. Feedback both by students and parents is a	Students

Curriculum	regular process. 2. Students interaction results in remedial measures	appreciated the Choices offered
Curriculum update	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
2. Teaching Learning and evaluation		
Admission process and student profile	1. Through entrance test for M. Sc. And PhD 2. State reservation policy followed in PG as well as in Ph.D.	PG & PhD through entrance test
Catering to diverse needs	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	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	1. Cent per cent teachers are PhD 2. Faculty exposed to recent developments through conferences, seminar, training, workshops etc 3. Students evaluation of teachers and feedback	Faculty attended international (6) and national (22) conferences
Evaluative process	1. Continuous internal assessment for both courses followed by external final evaluation at the end of semester 2. Timely conduction of examination semester wise	Practiced
3. Research, Innovation and Extension		
Promotion of research	1. Internet and other facilities are available. 2. Research journals are available and list updated in central library 3. 01 faculty has Minor Research Project to its 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 &	1. All the teachers are engaged independently or	18 research papers


publication output	in collaborative research as per the facility available 2. More than 18 research papers in 2017-18 in journals of repute with good impact factors 3. 19 PhD students under supervision in 2017-18.	published and
Collaboration	MOU with PGIMS, Rohtak	Continued
4. Infrastructure and Learning Resources		
Present details of infrastructural facilities	a) Library - Central Library b) Internet facilities for staff and students - 100% for Staff and 70% for students (Common internet facility available in Central Libraray) c) Total number of class rooms- 02 d) Class rooms with ICT facility: 02 e) Students laboratories- 04 f) Research laboratories -09 (Including two central Labs)	
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 53.50 lakh grant mobilized as DST-FIST for instruments.
5. Students, support and Progression		
Fellowship holders in department	NET/JRF =11 RGNF = 01 URS = 05	
Placements	Assistant Prof: in universities and colleges, Research scientists, Directorate of Higher Education, Teachers/school lecturers etc.	27
6. Departmental Values and Best Practices		
Departmental Values	The Department of Zoology is dedicated to excellence in research, interactive teaching by extending it beyond the textbooks, and to encourage social, ethical and moral values among the stakeholders.	
Best practices	1. Regular interaction with college teachers for UG curriculum updating and feedback along with UGBOS Meetings 2. Introduction of job and research oriented courses 3. Students are encouraged to utilize Central	Continued

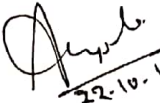
	department) 4. Constitution of committee for consultancy and career guidance as well as placement co-coordinator 5. Parent teachers association for feedback on IQAC Performa, meeting held in 2017-18 6. Mentor-mentee meetings are held regularly at the end of every month.	
--	---	--


The committee visited the Department of Zoology on October 22nd 2018. 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 Departmental Library.
2. Old equipments should be replaced.
3. Fee for using sports facilities at the university level should be reduced.
4. Computing facilities in the department should be further strengthened.

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.


22/10/18
Prof. J.S. Rana
Dept. of Biotech.
DCRUST, Murthal
(Sonapat)


22.10.18
Prof. Asha Gupta
Deptt. of Env. Sci. &
tech. GJU Hisar


22/10/18
Prof. Pushpa Dahiya,
Dean, Faculty of Life
Sciences, MDU, Rohtak


22/10/2018
Prof. Minakshi Sharma,
Head, Dept. of Zoology,
MDU, Rohtak

20

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 23rd Feb.2019 to conduct the Academic Audit of the Department. As per order of the Vice-Chancellor, Prof. Nissan Singh & Prof. Sushil Legha were nominated as two outside experts to conduct the academic audit.

The Team comprising of Prof. Nissan Singh & Prof. Sushil Legha 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 facilities available in the department. Following were the observation on the various aspects.

1. Curriculum

a) The Department of Physical Education is running following courses:

1. M.A.Yoga Science 2 years with an intake of 50 seats.
2. P.G.Diploma Yoga Science with an intake of 20 seats.
3. B.P.Ed. with an intake of 50 seats.
4. M.P.Ed. 2 Years with an intake of 30 seats.
5. M.Phil with intake of 11 seats.

The curriculum of all the programmes has been prepared keeping in view the guidelines of both UGC as well NCTE.

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/ Seminars/ Assignments and Unit Test as integral component of Internal Assessment. Suggestions received from students and parents were being incorporated for improving Quality Education in the Department.

MSC 1

23/2/19

2. Teaching-Learning and Evaluation

- a) Department had strength of 04 Faculty Members including 03 Professors and one ADPE equal vent to Associate Professor on regular basis. To cope with teaching work load of various classes. Department has engaged 04 Resource Person. All the Resource Persons are well qualified.

3. Conferences/ Seminars/Workshops organized

- a) Faculty members participated in 19 (Nineteen) International and National Conference and Seminars/ Workshops/ Symposia. Senior Faculty members acted as resource persons and chaired technical sessions in various National Conference and Seminars.
- b) Faculty members were transacting the curriculum by using innovative strategies which added to quality of classroom interaction and also helped in ensuring active participation of the students.
- c) Apart from term end semester examinations, the department strictly followed university norms for continuous evaluation of students through class tests, assignment/ presentations and regular attendance.

4. Research Consultancy and Extension

- a) National Workshop on "Statistical application in physical education and sports" was organized from 01.06.2017 to 03.06.2017.
- b) National Workshop on "One week yoga national workshop-cum-training" was organized from 15.06.2017 to 21.06.2017.
- c)

Name of the Faculty Guiding Ph.D. Scholars	No. of Students registered during 2017-18	Total No. of Students registered upto 30.06.2018	No. of Ph.D. Awarded during 2017-18
Prof. B.S.Rathee	02	Nil	02
Prof. Kultaj Singh	01	Nil	01
Prof. R.P.Garg	01	Nil	03
Dr. Tejpal Singh	03	Nil	Nil

- d) In addition to above, all the Faculty members were engaged in publishing research papers in journals of National and International repute including the research papers in journals.

↓ SC

13/8/19
28/2/19

- e) In the current session 2017-18 Three (3) Junior Research Fellows and one (01) URS were pursuing Ph.D. in the Department.
5. Infrastructure and Learning Resources
- The Department has been housed in a spacious building and Department is striving hard to develop infrastructure of very good quality. IT labs and Physiological Labs also in the pipe line.
 - Students have access to e-learning with internet facilities in the Department.
 - Department is also working for library, the students have an easy access to main Library which is located at working distance from the department.
6. Students Support and Progression
- Dropout rate in all the courses being run by Department was almost legible.
 - Roaster System was applicable as per University norms.
 - Students are engaged in Co curricular activities like celebration of Teachers Day, Quiz Competition and Cultural Programme in the beginning of the session. The Department also celebrated 1st Oct 2018 on the eve of Gandhi Jayanti.
7. Innovative Practices
- To create a positive impact on the functioning of the department, the use of internet, journals, participation in seminars/conferences/workshops. Intra Mural was a regular feature for the department.
 - Regular Mentor-Mentee meeting was being organized in the Department to take the feedback and suggestions from the students.

Recommendation:- i) Benches in all the class rooms be provided as per strength of the department.

ii) Equipments for Exercise Physiology, Sports Bio-Mechanics, Sports Psychology, Yoga Apparatus and Flooring for Mini-Gymnasium Hall be provided at the earliest.

iii) I.T.Labs and In-house library may be operational at the earliest.

iv) Regular faculty members may also be appointed on the priority basis.

v) Adjunct faculty in the field of yoga may be appointed.

vi) Alumni Association of the Department may be constituted at the earliest




vii) Additional smart class room & projector in all the classes be provided.

viii) Furniture for teachers be provided at the earliest.

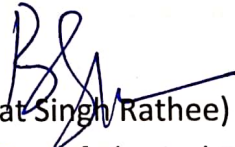
ix) Provision of Wi-Fi be given in the department.

MSC 1

(Nishan Singh)
Department of Physical Education
Panjabi University, Patiala
Outside Expert

 28/2/19

(Sushil Legha)
Professor of Physical Education
C.C.H.A.U.Hissar
Outside Expert



(Bhagat Singh Rathee)
Professor of Physical Education
Dean, Faculty of Education
HOD of Physical Education
M.D. University, Rohtak
M.D. University, Rohtak

MINUTES OF THE MEETING OF ACADEMIC AUDIT COMMITTEE IN LAW HELD ON 27.10.2018 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 27.10.2018 in the office of the Head, Department of Law.

The following members were present:

- | | |
|---|------------------------|
| 1. Prof. A.P. Singh,
Guru Govind Singh Inderprastha University,
Dwarka, New Delhi | Outside Expert, Member |
| 2. Prof. Dalip Kumar,
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 2017-18 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 2017-18 following five courses were being run in the Department:-
1. B.A.LL.B (Hons.) 5-Year Integrated course with intake of 160 students
 2. LL.B (Hons.)-3 Year course with an intake of 160 students each.
 3. LL.M-2 Year course (Morning & 2nd Shift) with an intake of 30 students each.
 4. Ph.D (Law) with an intake of 19 students.
- b) The syllabi of all the above mentioned courses are in accordance with norms of Bar Council of India/UGC. In 2017-18, approximately 3 students qualified the NET/JRF, 15 students were selected as Additional District Attorneys in the state of Haryana and 2 students were also selected for judicial services. All the UG and PG courses were last revised in 2009-10 and 2010-11 and also updated recently in 2017-18, specially the scheme of syllabi of B.A.LL.B (Hons.) -5 Year course.

- c) Syllabus for a new course i.e. BBA Law has also been introduced in 2016-17 and since then, the same is being taught in MERI Professional and Law Institute, Sampla affiliated to Maharshi Dayanand University, Rohtak.
- d) Feedback:
- Students' Feedback:** The feedback from the students was taken in the proforma of feedback in April 2018 and the suggestions were incorporated. The students of BA.LL.B(Hons.)-5 years integrated course, LL.B (Hons.)-3 years course and LL.M Course rated the department in "very good" category and gave 3.6, 3.7 and 3.7 score respectively out of maximum 4 points.
- Parents' Feedback:** The Parents were also invited in a PTM held in April 2018 and their feedback was obtained. The parents "strongly agreed" on almost all the parameters.
- Teachers' Feedback:** The feedback from all the faculty members and resource persons was obtained in December 2017. All the teachers "strongly agreed" on almost all the parameters.
- e) The Department of Law organises mentor mentee meetings once in a month to look into various matters professional as well as personal pertaining to students. Each mentor has approximately 35 to 40 mentees under him/her.
- f) 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 1909 applications, against 160 seats of B.A.LL.B (Hons.) 5 Years integrated course, 1354 applications for LL.B (Hons.) 3 Years course for 160 seats. Further, 537 applications were received for LL.M (Morning & 2nd Shift) against 60 seats (30 each) & 173 applications were received for Ph.D. against 19 seats. Wide publicity about admission is done 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) The Students are exposed to social problems through NGO's and imparted compulsory trial court training.

- 20
- d) The Department has 17 regular faculty members out of which 5 are Professors, 1 Associate Professor and 11 Assistant Professors. Department also has 9 Resource Persons.
 - e) All the faculty members are highly qualified with Ph.D Degree.
 - f) The Teacher-Student ratio in B.A LL.B-(Hons.) 5 years Integrated Course is 1:26, LL.B 3 years Course is 1:12, LL.M 2 years (Morning and 2nd shift) is 1:3 each and Ph.D Law is 1:1.

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 2017-18.
- b) Most of the faculty members have participated in seminars/conferences/workshops and also delivered Guest Lectures in various institution during this period.
- c) About 46 students were pursuing their Ph.D. degree during 2017-18, out of which 19 fresh students have been enrolled and 12 were awarded Ph.D. degrees during this academic session.
- d) MDU Law Journal which is a peer reviewed and refereed journal (included in UGC list) is published by bi-annually from the Department of Law.

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 in terms of quantity and quality of books, reference books, journals, e-journals, e-books and data base like Manupatra, Web of Science, Scopus and ICI. These library resources help the students to enrich their knowledge in the professional life.
- 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 with 40 computers well equipped with internet facility.
- d) Not only the computer lab but the whole department building is supported with free wi-fi facility.


Students Support and Progression:-

- a) All the students are encouraged to take part in extra-curricular activities such as educational tours, sports, co-curricular activities, workshops, seminars, Moot Court Competitions etc.


- b) Intra Department MCQ (Multiple Choice Question) competition on the provision of the Constitution and Law relating to Women Rights and Empowerments was organised on 11th October, 2017
- c) A Workshop on E- Library Skills" was organized on 11th November, 2017.
- d) An Intra-Moot Court Competition was held on 20th January, 2018
- e) A National Seminar on the topic "Financial and Economic regulations in India: Various Ramifications" was held on 18th February, 2018

Innovative Practices:-

- a) E-notes, hand notes and bullet 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.
- c) Participative practical training is given to students on Pleading & Drafting, ADR and Professional Ethics.


Prof. A.P. Singh
(Outside Expert)


Prof. Dalip Kumar
(Outside Expert)


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

Department of Microbiology

The Academic Audit meeting held at Department of Microbiology on 15th November, 2018 at 10:30 AM. The following were present

Prof. J.S Virdi,
Professor, Department of Microbiology
University of Delhi South Campus

Prof. Yogendra Singh,
Dept of Zoology, Delhi University

Pratyosh Shukla, Ph.D.
Professor and Head
Department of Microbiology
Maharshi Dayanand University, Rohtak

IQAC Officer/ Incharge (Dr. Pooja Gulati)
Department of Microbiology
Maharshi Dayanand University, Rohtak

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 examiners.

The department self evaluation report was discussed and resolved as below:

Curricular Aspects

Department of Microbiology offers two M.Sc degree programmes in the CBCS pattern:

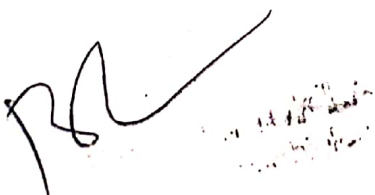
1. M.Sc. in Microbiology,
2. M.Sc. in Microbial Biotechnology
3. Ph.D. in Microbiology

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

Pedagogy and Syllabus

The syllabus of the courses held in the Department of Microbiology has been constantly updated 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.

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:

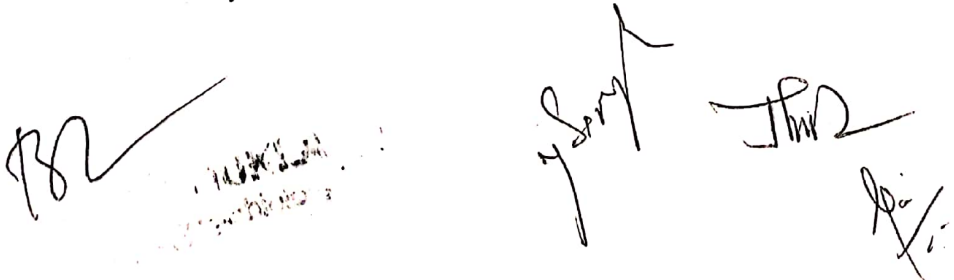
- Semester system and choice based credit system, new interdisciplinary papers are incorporated in the syllabi, pre- Ph.D. course work has been designed and started
- Feedback from students is regularly done, Feedbacks from parents and other experts is also encouraged
- The department should have a separate computer centre facility for its student. Therefore, additional computers for students are highly recommended meet the demands of 60 students.

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, IARI and DU annually.

The bottom of the page features several handwritten signatures in black ink. On the left, there is a large, stylized signature. In the center, there are two more signatures, one appearing to be 'J. Singh' and another 'J. Singh'. To the right of these, there is a circular stamp with some illegible text inside. The page number '2' is printed to the right of the signatures.

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. The FIST Program is also approved by DST recently.

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

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.

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.

Recommendation by the expert:

- Since the Safety of the M.Sc. and PhD students is of primary concern. Therefore it is highly recommended to prepare a manual of biosafety including guidelines for chemical and waste disposal. The detailed guidelines should be uploaded on the webpage of the Department on the University website. In addition, a handout or a brief/point-wise safety and sanity guidelines 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.

14.11.2018
Microbiology

For fire-safety, mock drill should be performed to acquaint students with the use of fire extinguishers and action to be taken in such situations.

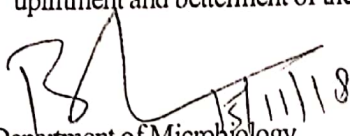
Disposal of bio-hazardous material has to be done carefully. Gels should be dried and later disposed off at a landfill site. Disposal of grown cultures after autoclaving should be not done in a drain.

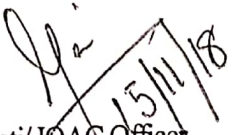
- Maintenance of all the microbial cultures should be done in a single dedicated refrigerator under the supervision of a faculty in-charge. There should be a limited access to these cultures. A list of all the microbial cultures should also be maintained in the department. Moreover, all the stocks of the cultures should be maintained in a -80°C deep freezer.
- The Department of Microbiology is currently running two courses and has only one well developed laboratory for both the M.Sc. Courses. Also since the department is expanding their research areas in new directions, more space is needed for the development of such facilities. Therefore, a separate building is highly recommended to meet the requirement.
- 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. The expert recommended modifying the procedure of the Ph.D. entrance test to ensure joining of Ph.D. students in different research laboratories.
- The experts further suggested that as per the requirement of NAAC, it's important to show the demand ratio of the courses; hence the Department should carry out separate entrance exam even for MSc Courses.
- Trained-persons with MLT background should be recruited in the Department at a regular position for proper functioning of the laboratories. Autoclaves should be handled by trained manpower only. Dedicated staff to be deputed for running autoclaves.
- The team appreciated that one of the classrooms is ICT-enabled. However other classrooms should be ICT enabled.
- 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. Additional grant for setting up advanced instrument facility should be provided to the department.
- On getting an opportunity to publish in SCI recommended indexed and renowned journals for publication in paid journals. There should be some provision of paying the journal as publication charges. It should be certainly allowed from the contingency and overhead grants for the extramural funded projects. Also the University Contingency grant should be allowed to use for such expenses as this is a flexible grant.
- Best practices of the Department should be adopted and identified. The Department should organize village outreach programs and school hygiene programs to work for the society.

RA
Microbiology

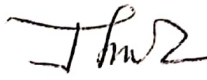
for
The
Dr. A. S.

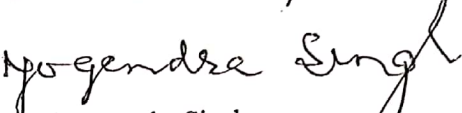
- Outreach program should be organized in various colleges of University of Delhi and Haryana to attract more and more good students in the Department.
- Most importantly all the students of the Department should be motivated with a personal touch for the upliftment and betterment of the students.


Head, Department of Microbiology


Dr. Pooja Gulati/ IQAC Officer
Dr. P. SHUKLA
H.O.D. Microbiology

Outside Experts


Prof. J.S. Virdi 15/11/18


Prof. Yogendra Singh 15/11/18

Maharshi Dayanand University, Rohtak

(NAAC Accredited 'A' Grade)

Department of Visual Arts

MINUTES OF THE PROCEEDINGS OF THE ACADEMIC AUDIT COMMITTEE:

The meeting of the Academic Audit Committee for the session 2017-18 was conducted in the chamber of Head, Deptt. of Visual Arts today i.e. 08-01-2019 at 11 a.m. The meeting was conducted by the following outside experts and the faculty members of the Deptt. were also present in the meeting :-

1. **Dr. Sunil Kumar, Prof. School of Performing and Visual Arts, IGNOU, Maidan Garhi, New Delhi.**

The expert visited class rooms and studios and observed the infrastructure available. They also interacted with the students as well as faculty members regarding their academics activities and innovative works in the field of Arts.

The following parameters were examined and the outside experts and the report is as under:

1. **Curriculum Aspects:**
 - a) The curriculum for MFA and MA courses was examined and found that the courses designed by the deptt. is as per the UGC and in the requirement of the current trends of the Fine Arts Faternity .
 - b) Although, the deptt. has organized various art exhibitions, seminar, workshops, extension lectures and other activities but these should be organised on regular basis for the students and faculty at the international level.
 - c) The Committee also checked the field visit tour and found that these activities should be increased for benefits in the academic.
2. **Teaching-Learning and Evaluation:**
Teaching-Learning & Evaluation is in proper format and is with transparent.
3. **Research, Consultancy & Extension:**
 - a) The committee interacted with the Research Scholars and discussed in detail about how to conduct Researches. Research of interaction among students for quality research in the department should be more focused and original. There should be regular practices must be enhanced with students and faculty members through seminars, presentations, faculty development programme and the Research Projects.
 - b) Step must be taken to generate the funds for the Department/University.
 - c) Extension lectures and workshops and art exhibitions have also been organized by the department which is good practice for academic in the field of art.
 - d) Research methodology must have a focus of concern in all research.
4. **Infrastructure & Learning Resources:**
 - Computer Lab (ground floor)
 - Exhibition Hall (first floor)
 - Smart Class Room (ground floor)
 - Seminar/Conference Room (First floor)
 - Departmental Library which is to be set up.
 - Portrait Studio (First floor)
 - Life Study Studio (First floor)
 - Graphics and Photography (ground floor)

- Separate rooms for Research Scholars (4 rooms on ground floor)
- Separate and spacious rooms for professors and faculty members.
- Departmental store (ground floor)

The committee visited the department and inspected the infrastructure and they observed that the infrastructure of the department is very nominal, which should be increased and also suggested that the lawn should be maintained having as per the artistic environment.

5. Student Support & Progression:

- a) Teacher, parents meet
- b) Alumni meet
- c) Feedback from the students
- d) Weekly get together with the students by the entire faculty to solve the difficulties of the students in the department.

6. Innovative Practices:

Workshops, symposiums and seminars invited exhibitions from different experts/artists.

Workshops, invited lectures, exhibitions, exchange programmes must be initiated every year for the development of the learning process of the students.

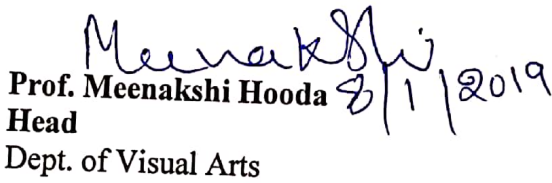
- 7. Recommendation:** The committee was of strong opinion that the library should be inreached with more reference books. The extension lectures, research interaction, workshops and exhibition should be organise on regular basis. There should be budgetary provision for conducting these activities.



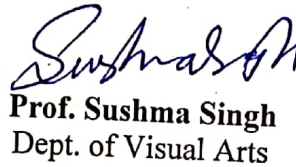
Dr. Sunil Kumar, Prof.
School of Performing and Visual Arts,
IGNOU, Maidan Garhi,
New Delhi - 110068.
(Outside Expert)



Prof. Hukim Chand
Dean,
Faculty of Visual Arts



Prof. Meenakshi Hooda
Head
Dept. of Visual Arts



Prof. Sushma Singh
Dept. of Visual Arts



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: 30.11.2018

MINUTES OF THE MEETING OF THE ACADEMIC AUDIT COMMITTEE (AAC)
HELD ON 30.11.2018 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 30.11.2018 at 11:00 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. Hemant Joshi, IIMC, New Delhi | Outside Expert |
| 3. Prof. Vikram Kaushik, GJU, 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:



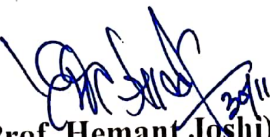
OVERALL REPORT (OBSERVATIONS OF THE ACADEMIC AUDIT COMMITTEE)


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.


  

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 get created in the Dept. Further, technical posts for the upcoming Electronic Media Centre (Radio/ TV Studio) be got created.
6. Specialized Electronic Media (Radio & TV Journalism) faculty member be recruited in future for further development of the Dept.
7. Experts from Media Industry be also associated with the Dept. by creating an appropriate forum for the purpose.
8. Alumni Base of the Dept. be tapped for knowledge- updation and career placements of students.
9. 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.
10. More space (physical infrastructure) be provided to the Dept. for further expansion of the department.


(Prof. Hemant Joshi)
IIMC, New Delhi
Outside Expert


(Prof. Vikram Kaushik)
GJU, Hisar
Outside Expert


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

— 28 —

**MINUTES OF THE MEETING OF ACADEMIC AUDIT COMMITTEE
(AAC) IN UIET HELD ON 23rd October 2018 (Tuesday) AT 2:30 PM IN
THE OFFICE OF DIRECTOR, UIET, M D U, 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 23/10/2018 in the office of the Director, UIET:

The following members were present:

- | | | |
|----|--|-------------------------|
| 1. | Prof. Dharendra Singhal
Civil Engg. DCRUST,
Murthal | Member (Outside Expert) |
| 2. | Prof. Neeraj Dilbaghi,
Dept of Biotech,
GJUST, Hisar | Member (Outside Expert) |
| 3. | Prof. Vineet Kumar,
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:-

1. Curricular Aspects

- a) The following B.Tech and M.Tech Programmes were running in the UIET in the session 2017-18:

B.Tech Programmes

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. Singh

K. Singh

A. Singh

M.Tech Programmes:

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)

Ph.D Programmes (Seven) 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. 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.

2. 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 59 faculty members, which includes 52 Assistant Professors, 02 Associate Professors, 05 Professors and 01 Training & Placement Officer.
- e) Out of 59 teachers, 36 are Ph.D. degree holders and the 23 are pursuing their Ph.D.
- f) 27 Guest faculty have been placed in various streams.
- f) Teacher student's ratio is about 1:24.

3. 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 in the session 2017-18 and

M. Jain *[Signature]* *[Signature]*

also from the number of Ph.D.'s awarded during 2017-18. 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.
2017-18	123	3		3	41

- b) Twenty seven faculty members have participated in International/National/Conferences/seminars/workshops. Three faculty members have attended the Orientation programs and four attended Refresher courses.
- c) Faculty members had Research Projects to the tune of more than Rs.29 Lakh in the year 2017-18.
- d) Faculty members are invited by various colleges/universities for delivering extension lectures. 5 invitations came for delivering extension lectures in the session 2017-18.
- e) 14 faculty are Ph.D guides and 13 Ph.D scholar has been awarded Ph.D degree.

4. Infrastructure and Learning Resources

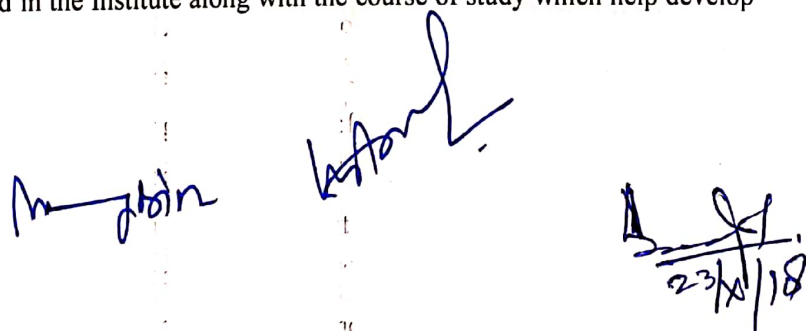
- a) The Institute is well equipped in terms of Laboratories, the Departmental Library in addition to the Central Library, Class Rooms and other support systems. There are around 25,000 books in its Departmental Library in addition to various books and journals of Engg. & Tech available in the Central Library of the University.
- b) Students are encouraged to e-learning with the help of internet facilities in the Institute.

5. 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 periodically to enhance their practical exposure. Students also visit various places for Industrial/Educational tours.

6. 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.



 [Signature] [Signature]

 23/12/18

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 (222) also.

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

RECOMMENDATIONS/SUGGESTIONS

- Appointment of permanent faculty on priority basis including at Senior positions since the present ratio is 1:24. Efforts should be made towards achieving the ratio of 1:20.
- The faculty members should be encouraged for quality publications and submission of research projects.
- The University should establish technology incubation Centre to help application oriented research and outreach.
- Expert lectures in every department/semester should be organized.
- E-books from IEEE , WILEY and MIT Press should be procured.
- Department wise BOS and DRC should be constituted for NBA Accreditation.
- Clubs like Robotics club and Social outreach activities should be promoted.


(Prof. Dhirendra Singh)
23/10/18


(Prof. Neeraj Dilbaghi)
23/10/18


(Vineet Kumar)
23/10/18

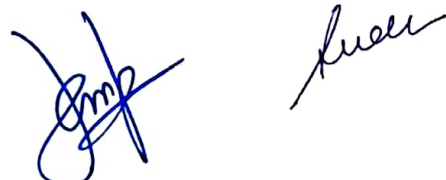
MAHARSHI DAYANAND UNIVERSITY, ROHTAK
DEPARTMENT OF COMMERCE
Academic Audit Report- 2017-18

The Meeting of the Academic Audit Committee (AAC) for session 2017-18 was held on Oct.31, 2018 at 2.30 p.m. in the office of the Dean, Faculty of Commerce, M.D.University,Rohtak. The following Members of the Committee attended the Meeting:



- | | | |
|-------------------------|-------------------------------|----------------|
| 1. Prof R.R.Saini | Dean, Faculty of Commerce | Convenor |
| 2. Prof Sudesh Chhikara | Kurukshetra Uni., Kurukshetra | Outside Expert |
| 3. Prof Karam Pal Singh | G.J.University, Hisar | Outside Expert |

CRITERIA-WISE REPORT OF THE ACADEMIC AUDIT COMMITTEE
2017-18

S.N.	CRITERIA	OBSERVATIONS OF THE COMMITTEE			
1	CURRICULUM ASPECTS	The Department has revised following syllabuses during the academic session 2017-18:			
		Sr No	Course	Name of the Paper	Syllabus Revised/New Paper Introduced
		1.	Ph. D	All Papers	—
		2.	M.Phil	All Papers	—
		3.	M. Com (2Year)	All Papers	Course Restructured (CBCS introduced in M.Com Final)
		4.	M.Com (Hons) 5Year Integrated Programme	—	Project report has been shifted to 9 th semester, will be evaluated by board of examiners consisting one external examiner.
		5.	B.Com Pass Course	—	—
		6.	B.Com (Hons.)	—	—
The Committee observed that CBCS Scheme has been introduced in M.Com 2 Years Programme w.e.f. the session 2016-17 which has been implemented in the session 2016-17 and 2017-18. The M.Phil course which was of 1.5 years duration has now been changed into 1 year course as per UGC guidelines w.e.f. the session 2016-17.					



2	TEACHING- LEARNING AND EVALUATION	<p>There is lot of improvement in the Teaching – Learning and Evaluation of the Department. One class room has been converted into semi-smart class room with audio visual facilities available for teaching. Two more class rooms are in the process of conversion into smart class rooms. In M.Phil. and Ph.D Course work workshop method of teaching has been adopted by the department. Wi-Fi has already been installed in the department for the benefit of the students, research scholars and teachers of the department. The teaching practices of the department are satisfactory. Teachers make extensive use of ICT facilities. Some of the teachers have also been using Whatsapp and E-mail for delivering their notes and other information. Students are also exposed to the latest teaching skills. Students are required to make their presentations by using the ICT facilities in the department. Evaluation is done on the basis of students participation in the class room activities, his/her academic performance in the class tests and mock tests, their overall behaviour etc. It is mandatory for every students of the department to make presentations using MS Power point before the class.</p>
3	RESEARCH, INNOVATIONS AND EXTENSION	<p>The teachers and research scholars of the department are actively engaged in the research and extension activities. It is reported by the department that during 2017-18 the teachers of the department have published more than 50 research papers in the national and international journals. Teachers also presented more than 20 papers in the national and international conferences and seminars. Teachers of the Department also motivate students and research scholars to participate in the conference and seminars and also publish papers in research journals. Many teachers of the Department delivered extension lectures at various places and many of the senior teachers have acted as resource persons in the national and international Seminars, Conferences and Workshops.</p> <p>One teacher of the Department has been working on the UGC Major Research Project.</p> <p>One teacher of the Department has been working on one research Project funded by the University.</p> <p>The Department has organised Three Day National Seminar on “Governance in E-Commerce: Contemporary issues & Challenges” sponsored by ICSSR, New Delhi for teachers, Research Scholars and other students.</p>

2
 

4	INFRASTRUC- TURE AND LEARNING RESOURCES	<p>The Department has fairly sufficient infrastructure. The computer lab of the Department is well equipped with power back up and availability of internet for the students.</p> <p>The Department has two LCD projectors for the students and one smart podium.</p> <p>Every teacher of the Department is provided with a telephone, computer, printer, UPS, internet connection and other facilities.</p> <p>The teachers and students of the Department can access the University Library and its e-resources online from the Department or from their respective hostels or homes.</p> <p>University Library also subscribes e-books, e-journals and the following online data sources which are available to the teachers, research scholars and students:</p> <ol style="list-style-type: none">1. JGate Plus2. Open Access Journals3. E-journals (UGC-Info)4. Emerald Mgt Plus5. Manupatra6. Sage7. Sage Open8. Scopus9. E-Thesis10. E-Reference Sources11. E-Books12. Springer eBooks13. CMIE Data Base14. Prowess
5	STUDENT SUPPORT AND PROGRESSION	<p>The Department provides support to the students in a variety of ways. In the beginning of the session various committees are being formed under the chairmanship of a teacher in charge. These committees provide every support to the students ranging from the personal needs of the students to the academic, career development, training, sports, culture, research, social, economical etc. Department used to organize various skill development programmes from time to time to impart professional skills among the students. Placement programmes are also conducted from time to time in collaboration with the career counselling cell of the University.</p> <p>During the session 47 students were admitted in Ph.D Programme , 15 students in M.Phil., 116 students in M.Com (Two Year Course) and</p>

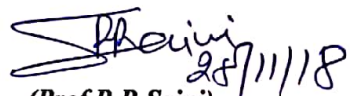
		<p>250 students in M.Com(Hons.) 5 – Year Integrated Course. 28 students were registered for Ph.D Programme during the session.</p> <p>Many Ph D Students of the Department are engaged in the active teaching in the Department. Approximately 17 students have been selected as assistant professor in the Department of Higher Education and Aided Colleges in Haryana.</p>
6	DEPARTMENT-AL VALUES AND BEST PRACTICES	<p>The Department involves students in the organization of every event in the Department. This would bring a sense of responsibility amongst the students.</p> <p>Students are motivated to take decisions with regard to the problems of the Department so that they can learn the decision-making skills.</p> <p>Students of the Department are also familiarised with the administrative system of the Department.</p> <p>The Department has been sending the students' attendance online.</p> <p>The feedback system from students, parents and alumni is in place in the Department.</p>

Although the Committee is fully convinced about the capabilities of the Department of Commerce and place on record its academic achievements during the session 2017-18, yet the Committee wish to make the following observations and suggestions for further improvements and faster development of the Department:

1. The Department has clear idea about its long term and short term objectives.
2. The Committee noticed that most of the record has been computerized. In view of the increasing computerizations and infrastructural facilities available in the department, the departmental record must fully computerized.
3. All the teachers, research scholars and other students must be motivated to make full utilization of the e-library, e-resources, e-data sources and other e-facilities.
4. The Education Tours and Field Trips are not sufficed in the Department. Students must be taken to various industries and different social set ups so as to expose them to different environments.
5. Department must also engage itself in some outreach programmes so that the benefit of the research and education may be delivered to the society at large. The Department can organise programmes and workshops in the nearby villages to educate villagers about the cashless transactions and other scheme of the government. The dept. must apply for projects to various funding agencies on a continual manner.


 (Prof Sudesh Chhikara)
 External Expert


 (Prof Karampal Narwal)
 External Expert


 (Prof R.R.Saini)
 Dean of the Faculty

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

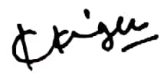
Academic Audit Report (2017-18)

The meeting of Academic Audit Committee for the session 2017-18 was held in the Dept. of Defence & Strategic Studies on 29.10.2018. The following members attended the Academic Audit Meeting:

1. Chairperson Prof. Nina Singh
Dean
Faculty of Social Sciences
M.D.U., Rohtak
2. Outside Expert Prof. Karori Singh
F-57, Sarasvati Nagar
Near Jawahar Circle
Jaipur (Rajs.)
3. Outside Expert Prof. Kamal Kinger
Punjabi University,
Patiala (Pb)

1. Curriculum:-

- The Dept. of DSS offers M.A., M.Phil & Ph.D. Programmes.
- 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. **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, Dr. Partap Singh, Asstt. Professor, Prof. S.P. Vats was the Registrar of the M.D. University, Rohtak for approximately 10 Years. His services were taken by Govt. of Haryana as Joint Director on deputation. All this a 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 Ph.D. Students strength during the assessed period i.e. 2017-18 was 14, which are encouraging and enhancing the Academic Standard of the Dept. of DSS.
- Three Research Scholars have been awarded Ph.D. Degree.
- One faculty member has 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 2017-18.
- Prof. S.P. Vats, Dept. of DSS has been appointed as Member of Academic Council, M.D. University, Rohtak, during the session 2017-18.
- Prof. S.P. Vats, Dept. of DSS has been appointed as V.C. Nominee / Chairman of the various selection committees / Inspection Committee and has been also appointed as an Enquiry Officer local state University.
- Prof. S.P. Vats, Dept. of DSS has been appointed as Chairperson by the UGC of its two Inspection Committee.
- Prof. S.P. Vats, Dept. of DSS was Ph.D. Examiner of Various Universities.

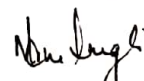
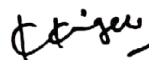
[Handwritten Signature]

[Handwritten Signature]

[Handwritten Signature]

(3)

- The faculty members guided research work of M.Phil and Ph.D. students besides their own research work.
- Dr. Partap Singh, Asstt. Professor, Published the following Research Papers / Articles during the session 2017-18.
- "China-Pakistan Nexus: Implication on India's Security" Paripex-Indian Journal of Research, Gujrat (India) Vol.-06, Issue-11, Nov., 2017, ISSN No. 2250-1991.
- "China-Pakistan Economic Corridor: Challenge and Opportunities to India" Paripex-Indian Journal of Research, Gujrat (India) Volume-06, Issue-11, November 2017, ISSN No. 2250-1991.
- "Chine ki Videsh Niti aur Bharat ki Surksha" Bhartiye Surksha avem Videsh Niti, Dr. Surender Kumar Mishra, 2018, ISBN No. 978-93-85991-44-8, Uday Publication House, New Delhi.
- "Evolution of India's Nuclear Policy and India's Security" Souvenir, National Seminar on, Changing Security Environment: Indian perspective, Feb., 2018.
- **Research Scholars Published Research Papers / Articles in various books / Journals & Paper Presented in National & International Conference.**
- "Bhart ki Surksha Ko Chine se Chunotiyo tathaa Bhutan ka Mahatav" Changing Security Environment: Indian Perspective (Sovenir), 2018, Page 60-62.
-Mr. Amit Kumar
- "Bhart ki Surksha ko Chine se Khatra avem Chine ka Bhart me Badta hastkshep" Changing Security Environment: Indian Perspective (Sovenir), 2018, Page 109-112.
-Mr. Ravinder Kumar
- "India's Policy towards Naxalism" Changing Security Environment: Indian Perspective (Sovenir), 2018, Page-164-167- Mr. Ajab Singh.
- "Naxalism: Increasing Threat Against India's Security" Changing Security Environment: Indian Perspective (Sovenir), 2018, Page 197-204.
-Mr. Vikram Singh
- "Chapahar Part: Significance for Indian Security" Changing Security Environment: Indian Perspective (Sovenir) 2018, Page-230-234.
-Ms. Mamta



(4)

- "India's Energy Scenario and National Security" Changing Security Environment: Indian Perspective (Sovenir) 2018, Page- 187-189.
-Mr. Pramod Kumar
- "Bhartiya Videsh Niti Avem Rashtriya Surksha" Bhartiya Surksha Avem Videsh Niti, Uday Publishing House Vishakhapatnam, 2018, Page-254-261.
-Mr. Pramod Kumar

3. **Research Innovation & Extension Areas:-**
The following are the thrust areas of the Department:

- (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.

4. **Infrastructure & Learning Resources:**

- The process of admissions and fee deposition was made online for all classes.

5. **Student Support & Progression:**

- Pass percentage of students of M.A. (P) 90 % which is highly satisfactory.
- Pass percentage of students of M.A. (F) 95% which is highly satisfactory.
- 03 Student cleared NET.
- Six (06) Candidates of the Dept. of DSS were selected by HSSC for various posts. It is the matter of Pride for the Dept. of DSS.
- One candidate of the Deptt. of DSS was selected as a Flying Officer in Indian Air Force.
- Students participated in NSS programme organized by the NSS, Coordinator, M.D.U., Rohtak.

6. **Departmental Values and Best Practices:**

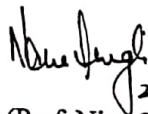
- The department adopted following innovative practices during the session 2017-18.
- Encouraged the students for appearing in competitive examinations by holding additional lectures for civil service examination.
 - Encouraged the students to maintain their punctuality.

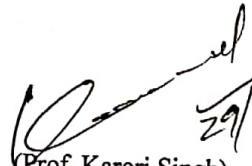


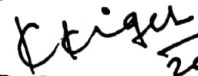
(5)

7. **Overall Assessment & Recommendations:**

- The Committee appreciated the achievements and progress of the faculty members in the field of academic and research.
- The department of DSS needs four more class rooms for the M.Phil & Open Elective Classes.
- One conference hall / One Presentation room is required for conference and seminars which are being regularly organized in the department.
- 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.
- The committee recommends overall improvement and enhancement of the fully furnished / equipped infrastructure facilities for full realization of the potentials of the DSS.
- The Deptt. requires infrastructure:
 - i) e-resource centre
 - ii) Departmental Library


29.10.18
(Prof. Nina Singh)
Chairperson
Dean
Faculty of Social Sciences
M.D.University, Rohtak


29/10/2018
(Prof. Karori Singh)
Outside Expert
Jaipur (Rajs.)


29/10/18
(Prof. Kamal Kinger)
Outside Expert
Patiala (Pb)

Subject: Minutes of the Academic Audit committee for the session 2017-2018 on 29.10.2018

The meeting of the Academic Audit Committee of Biochemistry Department was held on October 29, 2018 at 11.30 am in the office of the Head of Biochemistry, in the presence of external experts and faculties. The external experts visited various labs in the department and also interacted with faculty and students. Following observations and recommendations were made during academic audit:

Key Observations of Academic audit committee are:

1. Curriculum Aspects

- Implementation of Choice Based Credit System in M.Sc. program (2016 onwards).
- Course content have well described program/ course objectives and learning outcomes.
- Effective methodology to seek feedback of various stakeholders (students, alumni, parents, teachers and employers).
- Participation of Subject experts (internal & external), Stakeholders for the Timely updating Syllabus. Syllabus was last updated in 2015.
- Curriculum is as per UGC guidelines and recently updated.

2. Teaching –Learning and Evaluation

- Department have five full time teachers (One Professor, Four Assistant Professors) and one Emeritus Professor, while three post (Two Assistant Professor and One Associate Professor) are lying vacant
- All departmental teachers are Doctorate and mentoring students for the award of PhD Degree.
- Average teaching experience of Departmental teachers is more than 10 years.
- All department teachers effectively uses ICT tools in students teaching learning process.
- Department have three support staff including one lab attended, one peon and one office clerk.
- Department offers an intake of 40 students in M.Sc. Program by strictly adhering to the University and State Government Guidelines.
- 75 M.Sc. Students and 13 Research Scholars are enrolled in PG and Ph.D programs respectively.
- Well established system for mentor- mentee interaction.
- Transparent and effective examination system for internal examinations and university examination by strictly adhering to University examination guidelines
- Good record of Students Pass Percentage (>90%).

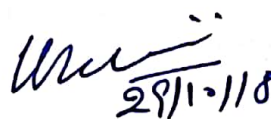
3. Research, consultancy and Extension

- Published >15 research publication during last academic session and >100 in last five years.
- Granted Two Patents in last five years.


29.10.2018



1


29/10/18


29/10/18

- Research collaborations with national universities (Kurukshetra University, Kurukshetra, JN University, Delhi etc.) and research institutes (CSIR-Institute of Genomics and Interactive Biology, Delhi, MAMC Delhi etc.)
- Research fellowships (UGC JRF, ICMR JRF, University Research Fellowship (URS) etc.) to departmental research scholars
- One DST FIST Program and Two research project from Haryana State Council for Science & Technology and CSIR.

4. Infrastructure and Learning Resources

- Six research labs, Two M.Sc. Practical labs, and Two Central instrumentation lab to provide a better research exposure to students and research scholars.
- One fully functional computer lab. & ICT enabled lecture theatre.
- 32 network connected computers for students use.

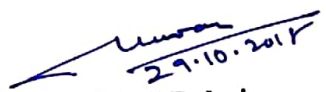
4 Student support and Progression


- Department have an active Grievance Readdressal Cell, Anti-ragging Cell and Committee for Prevention of Sexual Harassment
- The Department has a placement officer who continuously provides the updates of various fellowships based schemes.
- Department have observed good students placement (>20 %) and students progression (>20%)
- Department coordinator to established active department alumni interactions


5 Innovative Practices: The Department offers a research based dissertation programme in M.Sc. which nurtures their scientific research capabilities.

Recommendations:

1. Department should start expert lecture series
2. Departmental teachers should apply to fetch research grants from various national and international funding agencies
3. Training programmes should be organized to improve interpersonal skills of the students
4. The vacant teaching posts may be filled up to cope up with dissertation and teaching workload and to strengthen various specializations.
5. Sophisticates Instruments like LCMS and FACS may be purchased for the strengthening of teaching and research activities of the department.
6. Consultancy and industry linkage should be promoted.
7. Additional grant may be allocated for renovation of basic infrastructure of research labs and for the purchase of consumables.


 29.10.2018
 Prof Anil Dahuja
 (External Expert)


 Prof. Vinod Chhabra
 (External Expert)


 29/10/18
 Prof. Rajesh Dabur
 (Head, Biochemistry)


 (Dr. N. S. Chauhan)

Department of Political Science, MDU, Rohtak
Academic Audit Report (2017-18)

An Academic Audit for the session 2017-18 was carried out in the Department of Political Science on 12.12.2018. The following members attended the Academic Audit Meeting:

- | | |
|-------------------|---|
| 1. Chairperson | Prof. Nina Singh
Dean Faculty of Social Science, MDU, Rohtak |
| 2. Outside Expert | Prof. Sansar Singh
Department of Political Science, Panjabi University, Patiala |
| 3. Outside Expert | Prof. Furqan Ahmad
Department of Political Science, Jamia Milia Islamia, New Delhi |

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

1. Curricular Aspects:

- Courses of MA and M.Phil level have been updated to CBCS and credit system respectively. The MA courses are through CBCS and there is great enthusiasm among students for opting out other courses in different department.
- The students from other departments are equally excited to read Political Science.
- In 2nd & 3rd semester, student from the other departments are "Disaster Management" as an Open Elective course, We have a strength of 130 students who opted above said course.

2. Teaching, Learning & Evaluation:

- The method of teaching in the department is through lectures. The students are quick to receive through lectures and whenever any specific problem comes it is discussed in the tutorial classes.
- The students are also provoked during lectures to discuss and have interaction regarding their queries.
- Students are advised for books/articles related to particular topic. Thus they frequently use the library resources for consulting the books/articles.
- Regarding the evaluation, the mid-term test is there for each paper in every semester. Students are given half of the syllabus for the test, and they are evaluated through marks. It provides scope to the students to improve further.
- The faculty members constantly participated in the academic activities during the assessed period i.e. paper presentations and chairing the technical session in national & International seminars and conferences.

3. Research Innovation & Extension:

- Research is essential component of Political Science Department. It involves students as well as teaching faculty. M.Phil dissertation is written and evaluated by outside examiner. Students are encouraged to write their dissertation on tropical Political issues. Teacher are engaged in their own research based on their respective specializations.
- Following research areas have been mainly focused on while doing research work:
 - ❖ Indian Govt. Politics
 - ❖ State Politics
 - ❖ International Relations
 - ❖ Political Thought
- Faculty members acted as resource person, keynote speaker in panel discussion seminar/refresher courses.

4. Infrastructure & Learning Resources:

- The department has sufficient infrastructure in terms of computers, classrooms and research scholar room.
- The department is well-equipped with LCD Projector, Laptop and internet facility.

Nina Singh
12.12.18

- All the faculty members are well equipped with computers and internet facilities.

5. Student Support & Progression:

- Four students have cleared UGC NET.
- Twenty students were selected for Assistant Professor in HPSC.
- Two students were selected as Clerk in HSSC.
- One Student is selected as 'Patwari' in HSSC.
- Encouraged the students to maintain their punctuality.
- Seminar are presented through power point presentation.

6. Departmental Values and Best Practices:

- Parent-teacher meet is yearly feature.
- Sufficient funds may be allocated for organizing lecture series in the department.
- For frequent regular seminar of Ph.D students and research scholars. a furnished seminar hall is required.
- The committee appreciated the achievements and progress of faculty members in the field of academics and research.

Recommendations.

The Committee has recommended the establishment of departmental library and infra structural facility in the department.

Nina Singh
 12.12.18
 (Prof. Nina Singh)
 Chairperson
 Dean, Faculty of Social Science

Sansar Singh
 (Prof. Sansar Singh)
 Outside Expert 12/12/18

Furqan Ahmad
 12/12/2018
 (Prof. Furqan Ahmad)
 Outside Expert

[Signature]
 Head 12.12.2018
 Dept. of Political Science
 M.D. University, Rohtak

-58-
-55-

Department of Sociology, MDU, Rohtak
Academic Audit Report (2017-18)

An Academic Audit for the Session 2017-18 was carried out in the Department of Sociology on 30.10.2018 at 01.30 pm. The following members attended the Academic Audit meeting:

1. Chairperson Prof. Nina Singh,
Dean, Faculty of Social Sciences, MDU Rohtak
2. Outside Expert Prof. Vinod Bala,
Department of Sociology, HAU, Hisar, Haryana
3. Outside Expert Prof. J.K.Pundir
Former Prof. of Sociology
CCS University, Meerut

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

1. Curricular Aspects:

- Courses of MA and M.Phil level have been updated to CBCS and Credit System respectively. The MA courses are through CBCS and there is great enthusiasm among students for opting out other courses in different department.
- The students from other departments are equally excited to read Sociology.
- In the third semester, students from the other departments are studying "Indian Society" as an open elective course. We have a strength of 99 students who opted above said course.

2. Teaching, Learning & Evaluation:

- The method of teaching in the department is through lectures and some topics through PPT. The students are quick to receive through lectures and whenever any specific problem comes it is discussed in the tutorial classes.
- The students are also provoke during lectures to discuss and have interaction regarding their queries.
- Students are advised for books/articles related to particular topic. Thus they frequently use the library resources for consulting the books/articles.
- Regarding the evaluation, the mid-term test is there for each paper in every semester. Students are given half of the syllabus for test, and they are evaluated through marks. It provides scope to the students to improve further.
- To meet the teaching work load of the department the department has engaged research scholars.
- The faculty members constantly participated in the academic activities during the assessed period i.e. paper presentations and chairing the technical sessions in national & international seminars and conferences.

3. Research Innovations & Extension

- Research is essential component of Sociology Department. It involves student as well as teaching faculty. Students write field-work report in 2nd Semester and at M.Phil. level dissertation is written and evaluated by outside examiner. Students are encouraged to write their dissertation on tropical social issues based on field-work. Teachers are engaged in their own research based on their respective specializations. The field-work of the student is carried in the field and thus extension activity is carried out by dissemination its findings.
- Following research areas have been mainly focused on while doing research work:
 - i) Gender Studies
 - ii) Health Studies
 - iii) Dalit Studies
 - iv) Communication Studies
 - v) Urban and rural community studies
- The Department has taken students of MA 2nd Semester to Village Baniani in Rohtak from 06.03.18 to 10.03.2018 for Research Methodology Course.
- Faculty members acted as resources person, keynote speaker in panel discussion Seminars/refresher courses.

J. K. Pundir
30/10/18

Vinod Kumar
30.10.2018

Nina Singh

-58-

-56-

4. Infrastructure & Learning Resources:

- The Department has sufficient infrastructure in terms of Computers, Classrooms, computer lab, and research scholar room.
- We have built up our own library (Departmental Library) and the collection of the books is procured from the project taken by the Department and also donated from the retired teachers of Department and from outside.
- The department is well-equipped with LCD Projector, Laptop, and internet facility.
- All the faculty members are well equipped with computers and internet facilities.

5. Student Support & Progression:

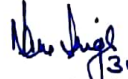
- Ten students have cleared UGC NET.
- One student has joined as a Social Worker on July, 2018.
- One student has joined as Clerk in Irrigation Department through HSSC.
- Encouraged the students to maintain their punctuality.
- Seminars are presented through power-point presentation.


6. Departmental Values and Best practices:

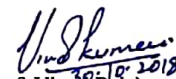
- The university needs to fill the vacant sanctioned posts. The department will ask to the university to fill the post to enable the faculty members to concentrate on research work.
- For frequent regular seminar of Ph.D students and research scholars, a furnished seminar hall is required.
- Parent-teacher meet is yearly feature.
- 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.
- Meeting of Mentor-Mentee is a monthly feature.

7. Suggestions/observations by the outside experts:

- There is a need to have at least five computers for the use of students in the computer lab.
- Students should be taken outside the state for the field-work so that they can understand the different socio-cultural setting.
- Students may be taken on educational tours once in a year at a culturally different places.
- Departmental library needs to be strengthened.
- Hindi translations of the original English sociological texts books which are available, should be procured for the library.


(30.X.18)
(Prof. Nina Singh)
Chairperson,
Dean, Faculty of Social Sciences


(30/10/18)
(Prof. J.K. Pundir)
Outside Expert


(30/10/2018)
(Prof. Vinod Bala) -
Outside Expert

-58-
-57-

DEPARTMENT OF LIBRARY & INFORMATION SCIENCE

(Academic Audit Report 2017-18)

PROCEEDINGS OF THE MEETING OF THE COMMITTEE CONSTITUTED BY THE VICE-CHANCELLOR FOR ACADEMIC AUDIT 2017-18 OF THE DEPARTMENT OF LIBRARY AND INFORMATION SCIENCE, M. D. UNIVERSITY, ROHTAK, HELD ON 27.11.2018 AT 10.00 AM IN THE OFFICE OF HEAD, DEPARTMENT OF LIBRARY & INFORMATION SCIENCE, M.D. UNIVERSITY, ROHTAK.

The Academic Audit for the year 2017-18 was conducted on 27.11.18 in the office of the Head, Department of Library and Information Science at 10.00 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. Neena Singh, Dean, Faculty of Social Science, M.D. University, Rohtak.
2. Prof. D. V. Singh, Librarian, University of Delhi, New Delhi-110007.
3. Dr. Nabi Hasan, Librarian, IIT Delhi- 171 005

1. Curriculum Aspects

The committee audited the curricular aspects by considering the norms and guidelines prescribed by the university. The assessment is systematically presented below.

- The syllabus was modified according to the CBCS pattern mostly in compliance with the UGC prescription in the academic session 2016-17.
- Different stages of revisions were made before arriving at the final draft 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.
- Information Technology (IT) 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.

D. V. Singh
27/11/18

Nabi Hasan
27.11.18

Neena Singh

1

- 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 4.04 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, 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

D.V. Singh
27/11/15

Manoj Singh

2

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. Short attendance is communicated to the students.
- 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 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.

D.V. Singh
27/11/18

Signature

Signature

Use of PPTs, Seminars, Tutorials, Group Discussions (GD) and Brainstorming classes are also conducted in a regular basis. Moreover this aspect included in timetable also. Library Tours organized to places of interests both of the teachers and students. Paluwas village of Bhiwani district was visited on March 10, 2018. Dr. Nirmal Kumar Swain led the team as team leader along with other teachers of the department. The library is managed by the Department of Social work of CBLU University Bhiwani.

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 2 PhD students were enrolled, completed the coursework and formal registration is awaited.
- 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 10 places for invited and extension lectures at various educational institution
- Dr. Sanjiv Kadyan attended workshop on sustainable development at Athens in Greece during April 9-17, 2018.
- Three faculty members attended 17 different conferences on various themes.

4. Infrastructure and 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-Elsevier, 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.
- Two 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.

D-V-S-16
27/11/18

New Singh

XXXXXXXXXX

- Faculty members are also equipped with 5 desktop and 3 laptops to manage their teaching and research activities.
- Three meetings of doctoral students were conducted in terms of further awareness and training in citations.

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 is elevated to 90 %. and clearing UGC-CBSE-NET at the national level. The record, 8 NET and 2 JRFs qualified scholars are one among many surprises which makes the total 45 (39 NET and 6 JRFs) in totality.
- A separate 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.
- Dr. Pinki, the lone lady faculty conduct awareness classes at least two times for girl students in terms of work place activity and the challenges they face. 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.
- 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.

D.V. Singh
27/11/18

Dr. Singh

Signature

- With the help of the Librarian, happened to be the HoD also, assign the section heads to expose the students to practical aspect of the profession.
- 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.

8. Action Taken Report

- Department of Library and Information Science, M D University, Rohtak organized a special lecture on 'profession and professionalism', by Prof P B Mangla, of University of Delhi on Nov 25, 2017. Prof Mangla emphasized on the growth and development of modern librarianship.
- Department of Library and Information Science, M D University, Rohtak organized a special lecture on 'contribution of S R Ranaganathan', by Prof M P Satija of Guru Nanak Dev University Amritsar on Nov 21, 2017. Prof Satija emphasized on how Ranganathan's contribution to the field is everlasting especially in the field of library classification and knowledge organization.
- A team of senior students, research scholars and teachers of the Department of Library Information Science, MD University, Rohtak visited the Public Library, Paluwas village of Bhiwani district on March 10, 2018. Dr. Nirmal Kumar Swain led the team as team leader along with other teachers of the department. The library is managed by the Department of Social work of

D.V. Singh
27/11/18

Nirmal Singh

27/11/18 6

CBLU University Bhiwani. On the occasion, teachers Dr. Pinki, Dr Anil Siwach and Dr Sanjiv Kadyan shared their experiences about the usefulness of a public library.

- The alumni meet of the Department was held on 15.04.2018 in the department where old students attended the university level function and visited the Department which was coordinated by Dr. Nirmal Kumar Swain, Dr. Pinki and Mr. Anil Kumar Siwach.
- The reading club concept was implemented where the students tell the stories in the form of gist of the book they read before their classmates so that the reading among the students is encouraged.

Specific Recommendations:

1. The practical classes should be taken, using bigger screen.
2. The students may be given assignments which may help them understand and read the books in whole like books by father of Library Science, Prof. S.R. Ranganathan.
3. The conditioning of the library class room should be done.
4. Literature of the subject may be explored to be provided in Hindi as well to the extent possible.

D-V. Singh
27/11/18

Niraj Singh
(NINA SINGH)

~~XXXXXXXXXX~~
(Dr. Nabih Hasan)

63

Department of Physics

Academic Audit

Proceedings of Academic Audit of Department of Physics, M.D. University, Rohtak for the session 2017-18 held on 02.11.2018 at 11:00 am.

The academic audit of the Department of Physics was held on 02.11.2018. The following members were present:

1. Prof. V.K. Sharma
2. Prof. Sevi Murugavel, Department of Physics and Astrophysics, University of Delhi, Delhi
3. Prof. B.P. Malik, Dept. of Physics, DCRUST, Murthal, (Sonapat)

Dean, Physical Sciences
Outside Expert

Outside Expert

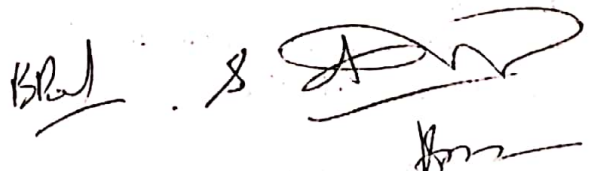
The Committee members interacted with the Faculty members, research scholars and the students and sought their feedback about teaching, research, other facilities and activities in the Department. The committee perused the progress of the department for the academic year 2017-18 and visited M.Sc. (Physics) and various Research laboratories. Following are the observations/recommendations of the committee:

1. Curriculum aspects:

- The two year PG course i.e. M.Sc. Physics is the flagship program of the department alongwith a research program in Physics (Ph.D. Physics). The syllabi of four semester program are suitably updated and revised periodically 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 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 2.87. This is more than the rating of 2.82 in preceding year. 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 constantly strives for placement of the students and 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 (03 Professors, 01 Associate Professor and 05 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:
- Seventeen students are pursuing Ph.D. in the Department of Physics.
 - The faculty members are actively involved in various research activities and published 06 research papers in reputed journals with good impact factor during 2017-18. (Annexure-2).
 - 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

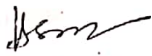
5. Student Support and Progression:

• Student strength			
M.Sc. 1 st Semester:	Total = 61	Girls = 41	Boys = 20
M.Sc. 3 rd Semester:	Total = 56	Girls = 41	Boys = 15


BRJ
[Signature]
[Signature]

Ph.D. Programme Total = 04 Girls = 02 Boys = 02
Drop out ratio is quite less (5%).

- Placement and counseling services:
Dr. Anil Ohlan is Coordinator of Career Counseling and Placement Cell of the Physics Department.
 - Alumni association if any:
The incharge of Departmental Alumni Association is Dr. Sajjan Dahiya.
 - Regular Parent Teachers meeting are arranged to take their opinion and feedback.
 - One day workshop was organized by the Department of Physics, M.D. University, Rohtak on 11.11.2017 on the topic of 'Physics of Glasses and Composite material' Speakers were Dr. N. Vijayan and Dr. Kuldeep Singh from National Physical Laboratory, New Delhi.
6. Innovations and best Practices:
- Easy accessibility of faculty members in the Department for students.
 - Analysis of the feedback from students and suitable action taken thereafter.
 - Feedback from other stake holders such as parents (Parent Teacher Meeting) obtained and analyzed.
 - Holding regular seminars related to the practicals in all semesters.
7. Recommendations:
- There is no power backup in the Department for continuous and uninterrupted power supply. Suitable arrangements may be made in this regard.
 - 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.
 - 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. Sevi Murugavel)
outside expert


(Prof. B.P. Malik)
outside expert

CENTRE FOR MEDICAL BIOTECHNOLOGY
MAHARSHI DAYANAND UNIVERSITY

MINUTES OF THE MEETING OF ACADEMIC AUDIT COMMITTEE HELD ON
26/10/2018 AT 11:00 AM

A meeting of academic audit committee consisting of the following members was held on 26.10.2018 to carry out the academic audit of the department.

Following members were present:

1. Prof. Pushpa Dahiya – Director and Dean, Faculty Life Sciences
2. Prof. Jitender Sharma - Outside expert, KU, Kurukshetra
3. Prof. Kiran Nehra– Outside expert, DCRUST, Murthal

The committee members interacted with the faculty members, M.Sc students and research scholars and sought their feedback about teaching, research, other facilities and activities of the department. The committee also went through the annual departmental report, departmental profile and the self evaluative report of the teachers for the academic year 2017-18. 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 2 courses are running in the department:
 - i) M.Sc. (Medical Biotechnology) 2 years with an intake of 25 students.
 - ii) Ph.D (Medical Biotechnology) with 06 registered students.
 - b) The M.Sc curriculum has been designed keeping in view various competitive exams such as NET, Ph.D entrance examination etc. Dissertation has been made compulsory to impart specific scientific skills. The syllabus was last revised in 2015-16 to make it a choice based credit system and to assimilate the components of combined CSIR/JRF examination.
 - c) Students undergo one month clinical training to get appraised with
 - d) The feedback from students is obtained and the suggestions are 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 library 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 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:students ratio is 1:7.6

Research Innovation & 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(1).
- 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 IGIB 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) 06 students are pursuing PhD and 04 are under process of getting registered. 04 are CSIR-NET/JRF and 01 is getting fellowship URS.

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.

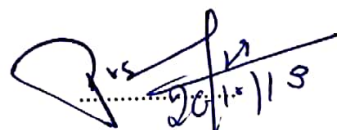
Departmental Values and Best Practices

- a) Department organizes visits to industries/research institutes from time to time to expose students to latest trends
- b) Department also organizes visits of students from various schools to popularize science among them.
- c) Regular scientific updation of faculty members through Faculty Development Programs
- d) Collaboration with other institution/universities for academic and research purpose

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 The M.Sc labs/ Central lab should be equipped with more equipment.
- 4 Department should have one computer lab with minimum of 25 computers with internet facility
- 5 Budget allocation for equipment/chemicals should be increased for strengthening MSc. Labs



Prof. P. Dahiya
Director
Dean Faculty Life Sciences



Prof. Jitender Sharma
KU, Kurukshetra



Prof. Kiran Nehra
DCRUST, Murthal



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 (2017-18) that Audited the Department of Sanskrit, Pali & Prakrit, M.D. University, Rohtak on 27.10.2018.

The meeting of the Academic Audit Committee (2017-18) for the Department of Sanskrit, Pali & Prakrit, M.D. University, Rohtak held on 27.10.2018 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,
Swami Dayanand Saraswati Chair
Central University of Haryana, Mahendergarh
3. Prof. Surendra Kumar
Dean, Faculty of Humanities
& HOD, Sanskrit, Pali & Prakrit
M.D. University, Rohtak

The Committee carried out the academic audit keeping in view the following aspects for which required documents were placed before the Committee by Head of the Department: -

- i) Curricular Aspects
- ii) Teaching Learning and Evaluation.
- iii) Research, Innovations and Extension
- iv) Infrastructure and Learning Resources
- v) Students support and Progression
- vi) Departmental Values and Best Practices.


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

Curricular Aspects: -

The Department of Sanskrit, Pali & Prakrit has adopted Choice Based Credit System for its academic curricular. The department has introduced a new paper on 'Ancient Indian Ethics' as open elective course to be commenced from next academic session . The Department is doing its best in terms of academic curricular activities.

Teaching Learning and Evaluation: -

The Department adopts traditional as well as e-learning methods to teach its students. The Department follows the evaluation system as per guidelines of UGC. Internal evaluation for 20 marks in each paper is being done effectively.

  27/10/18



MAHARSHI DAYANAND UNIVERSITY ROHTAK
(A State University established under Haryana Act No.XXV of 1975)
'A' Grade University Accredited by NAAC

Research, Innovations and Extensions: -

Six research papers have been published in refereed journals by the faculty members during the academic session 2017-18. The department has organized one workshop (*Yog Sutra ke Anusar Dharana, Dhyan, Samadhi*) and one national seminar (*The Story of Ram in Sanskrit Literature*). Nine students completed their Ph.D. research work and have been awarded the degree during session 2017-18. UGC assistance is being provided for carrying research in the field of Sanskrit Epic 'Valmiki Ramayana' through Special Assistance Programme (DRS level -II). The Department intends to develop as a centre of excellence in Sanskrit Epics.

Infrastructure and learning resources: -

New faculty (two assistant professors) joined the Department in July 2017. The Department is well-equipped in terms of computer, LCD, WIFI facilities. During session 2017-18, class rooms available with the department were only three, therefore, no improvement in respect of infrastructure could be possible. Now the Department has enough space so the Department is trying to improve its infrastructure and learning resources.

Student support and Progression: -

The Department is committed to impart quality education and research to its students. The students are quite satisfied with the learning environment in the department. The students can approach to the faculty with their curricular related problems outside the class also. The Department intends to start some Add-on courses to enhance their skills to make the students employable.

Departmental Values and Best Practices: -

The Department strives for disseminate knowledge for holistic development of students and society. Student friendly environment and their motivation is the best practice of the Department.

The Committee is happy to note that the faculty is highly motivated and Chairperson is providing dynamic academic leadership to them.

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

(Prof. Ramesh Bhardwaj)
Outside Expert

(Prof. Ranvir Singh)
Outside Expert

(Prof. Surendra Kumar)
Dean, Humanities & HOD, Sanskrit, Pali & Prakrit

Institute of Management Studies and Research Maharshi Dayanand University Rohtak

Academic Audit Report (2017-18)

The Academic Audit Committee in compliance to the NAAC requirement conducted the Academic Audit of the Institute of Management Studies and Research (IMSAR) on 04/11/2018. Following were the members:

1. Prof. Daleep Singh, Pro Vice-Chancellor, SGT University, Gurgaon;
2. Prof. Anil Khurana, Registrar, DCRUST, Murthal; and
3. Prof. A. S. Boora, Dean, Faculty of Management Sciences, MDU, Rohtak.

The Committee examined the academic and administrative infrastructure, facilities etc. as presented in the Academic Audit Report prepared by the Institute based on the NAAC evaluation criteria. After physically verifying the same and having interaction with the teaching staff, present students and alumni, the Committee makes the following observations and suggestions based on the standardized criteria and evaluative reports as presented by the Institute:

Criterion – I: Curricular Aspects

IMSAR has adopted the Choice Based Credit System (CBCS) for 2 Year MBA programmes viz. General, Business Economics and Honours. Dual specialization is offered to the students in the areas of International Business, Financial Management, Marketing Management and Human Resources Management and Information Technology. The Institute regularly collects feedback from the various stakeholders of the institute about teaching learning standards and course curricula. Based on the feedback, the Institute has been revising time and again new innovative courses, contents in existing courses and makes the course curricula more industry matching and employment oriented. The syllabus has been revised for these programmes has recently been revised in the session 2017-2018.

Introduction of the Choice Based Credit System (CBCS) from the session i.e. 2016-2017 is a welcome step on part of the IMSAR to providing flexibility to the students in selecting papers of their interest out of a multiple subjects offered by university teaching departments. The Institute has a provision of collecting feedback from the stakeholders of the institute about teaching learning standards and course curricula. The committee observes practices followed are in line,



4/11/2018



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 in the light of the various schemes initiated by the Government of India recently. There is a dire need comprehending curricula Pradhan Mantri Kaushal Vikas Yojana (PMKVY) which is a flagship scheme of the Ministry of Skill Development & Entrepreneurship (MSDE) whereby Skill Certification Scheme enables students to take up industry-relevant skill training and helps them in securing a better livelihood.

Criterion – II: Teaching, Learning and Evaluation

Undoubtedly, the regular faculty with the support of specialist faculty in the field of Environmental Science and Computer Science engaged externally as recommended by UGC, is doing its utmost with regard to the Teaching, Learning and Evaluation. Supplemented with regular feedback from the students in each semester provides inputs to improve the quality of teaching methodology and faculty development at IMSAR. However, the committee observed that a good number of Guest faculty and JRFs have been assigned papers of importance, due to which the teacher accountability in teaching, learning and evaluation may decay and undesirably 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.

Criterion – III: Research, Consultancy and Extension

Strong faculty base complemented with discerning specialization areas, the research, consultancy and extension activities by the faculty on individual and institutional basis have flourished extensively. However, still there is scope of strengthening the research base by encouraging the young faculty to get research projects from various statutory and funding bodies. Interdisciplinary research must be captivated. Collaborative research projects be encouraged with tie up from proximate universities in national capital region. Also, the efforts be made to inculcate, inherit and transfer new skills in the field of entrepreneurship development which has been the buzz word of the present government. Industry specific research is the need of the hour.

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 teaching, skill development lab and on the job learning aids need to be strengthened keeping in view the student intake. Moreover, the IMSAR has a good team of research scholars, 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



4/11/2018



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 summer placements, final 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 from industry be arranged to improve prominence of IMSAR.

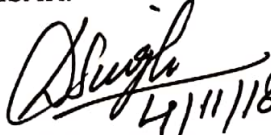
Criterion – VI: Governance, Leadership and Management


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 library with all modern gadgets to control circulation and indexing 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 regular annual meetings of the Alumni is a common feature. 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.

Criterion – VII: Innovations and Best Practices

The Institute is cognizant about the innovative teaching practices and the passion 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.


4/11/18
(DALEEP SINGH)


4/11/2018
(ANIL KHURANA)


(A. S. BOORA)

Centre for Biotechnology

Subject: Proceedings of academic audit of Centre for Biotechnology, M D University, Rohtak for the session 2017-18.

The meeting of academic audit of the Centre for Biotechnology was held on Oct.26, 2018. The following members were present:

- | | |
|---|--------------------------------|
| i) Prof. Puspha Dahiya | Dean, Faculty of Life Sciences |
| ii) Prof. A.K. Chhillar | Director |
| iii) Prof. Jitender Sharma | Outside Expert |
| Dept. of Biotechnology,
KUK, Kurukshetra | |
| iv) Prof. Kiran Nehra, | Outside Expert |
| Dept. of Biotechnology,
DCRUST, Murthal | |

The committee members interacted with the faculty members, research scholars and M.Sc. students, sought their feedback about teaching, research, other facilities and activities of the Centre for Biotechnology. The committee also went through the annual departmental report, departmental profile and the self-evaluation reports of the teachers for the academic year 2017-18. 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 two PG (post graduate) teaching and research programmes in Biotechnology and Agri-Biotechnology. The PG programmes are of two years duration and are taught in semester system (two semesters per year) and with open choice based credit system (CBCS). 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 on April, 2018 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.

The courses are interdisciplinary in nature, where apart from core papers, papers in Biostatistics, Bioinformatics and Computational Biology are also offered. A set of elective courses along with six-month dissertation (in the IV semester), seminars, assignments, periodic class tests /sessional exams are the integral part of the courses/ syllabi.

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.

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 mentioned 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 PhDs as their highest qualification.
- d) Teacher: student ratio is 1:10.

Research, consultancy and extensions

- a) Fifteen Ph.D. students have successfully completed their doctoral work and 13 candidates are registered for Ph.D. during the session under the guidance of faculty members of the centre. Further, more than forty master's students have completed their M. Sc. dissertation under the faculty members.
- b) The faculty members have been found to be actively involved in research. There are six projects completed during 2017 and three ongoing projects are funded by the National agencies like DBT, ICMR, DST, HCST, CSIR and UGC and have twenty eight published research papers in reputed journals with good impact factors and four book chapters (see **Annexure I & II**).
- c) All the faculty members of Centre have participated in National Conference/Seminar/workshop (**Annexure III**) and presented their work.
- d) Faculty members of the Centre are also engaged in collaborative research work with reputed National (University of Health Sci., Rohtak; IARI, New Delhi; ICGB, New Delhi) and international institutes (Umas, USA).



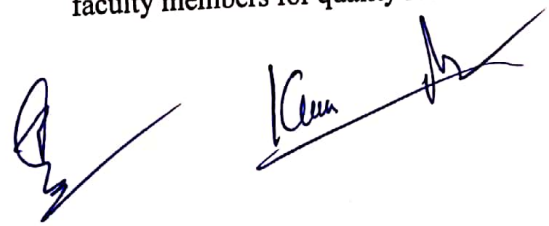
Infrastructure and Learning Resources

- a) The Centre has four well-equipped laboratories, classrooms and seminar / conference rooms with teaching aids such as LCD projectors, smart class board etc.
- b) The students are encouraged to use e-learning with the help of internet facilities available within the centre.
- c) 22 students are pursuing Ph.D from the Centre, which are getting fellowships from different funding agencies.
- d) The centre has access to DBT sponsored Bioinformatics Centre with 20 computers that are loaded with the latest bioinformatics tools and software's.
- e) The Centre has access to a Central animal house and a Green House.

Student support and progression

The Centre has been recognized for Special Assistant (SAP, Phase I) by the UGC, and funding for Infrastructure (FIST, Phase I) by the DST. Being SAP department, UGC has also provided basic science research fellowship to 5 students for pursuing Ph. D. The M. Sc. students are involved in arranging get-together functions such as the Fresher's introduction, Fare-well parties and periodic extension lectures. The Department organizes cultural activities and competitions like quiz, debate, on spot poster making etc to encourage their talent and to develop multi-skills. Student's perception about academic and administrative activities is taken periodically by arranging meetings with them. Annual meetings of Alumni and PTA (Parent-Teacher Association) are also arranged to take their opinion and feedback documents were taken. The University has Institutional Bio-safety Committee, Human Ethics Committee and Institutional Animal Ethical Committee (**supporting documents seen**). The projects carried out in the Department are appropriately approved by the relevant committees is basic requirement.

The University has Central Instrumentation Facility (CIF) with advanced sophisticated equipments like ultra centrifuge, Real time PCR, UV-VIS Spectrophotometer, Phase-contrast inverted microscope, Akta-purifier, Nano-HPLC, Gel-documentation, Milli-Q-water purification, Electroporator, Fermentor, Ice flakers, Elisa Reader and liquid Nitrogen plant to cater the need of research scholars and faculty members for quality research.

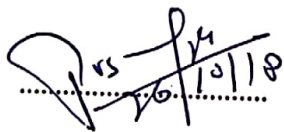
Two handwritten signatures in blue ink are present at the bottom of the page. The signature on the left is a stylized, cursive 'A'. The signature on the right is more complex, appearing to be 'K. An' followed by a flourish.

- 77 -

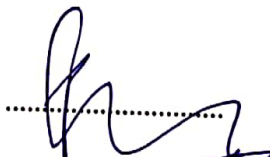
RECOMMENDATIONS

The Academic Audit Committee recommends the following:

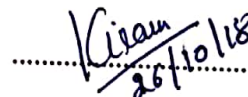
- 1 Practicals should be held in groups with teacher-student ratio not more than 1:15 as per UGC norms.
- 2 Log book should be maintained in M.Sc./Research Labs for the uses of instruments costing > 3.0 lakhs.
- 3 Animal ethical rules regarding animal handling should be strictly followed as CPCSEA guidelines for small animal house.
- 4 Inter departmental research collaboration should be encouraged.
- 5 Proper disposal mechanism of bio-hazardous waste management should be followed.
- 6 Harmful and dangerous chemicals should be kept in lock & key with instructions to use.
- 7 The RO system/Aqua guard water purifiers shall be in working order for drinking water purpose.
- 8 The protocols to operate instruments shall be mentioned on the all the instruments.
- 9 The department shall organise conferences/extension lectures/seminars/career building talks.
- 10 The power backup shall be in working conditions for the proper operation of instruments during the power failure.
- 11 The repair of several basic instruments of the M.Sc labs is urgently needed.
- 12 Mentor mentee meeting should be organized weekly to encourage the students at all fronts of life.
- 13 The fire extinguisher system should be in working order.
- 14 The M.Sc students/research scholar must wear lab coats and gloves during practical and routine research work.


.....
26/10/18

Prof. Puspha Dahiya
Director, CMBT &
Dean, Faculty Life Sciences


.....

Prof. Jitender Sharma
KUK, Kurukshetra
External expert


.....
26/10/18

Prof. Kiran Nehra
DCRUST, Murthal
External expert

**DEPARTMENT OF BOTANY
MAHARSHI DAYANAND UNIVERSITY, ROHTAK**

**MINUTES OF THE MEETING OF ACADEMIC AUDIT COMMITTEE HELD
ON 19/11/2018 AT 12:00 Noon**

A meeting of Academic Audit Committee (ACC) for the session 2017-18 consisting of the following members was held on 19.11.2018 to carry out the academic audit of the department.

Following members were present:

1. Prof. Pushpa Dahiya - Dean, Faculty of Life Sciences, M.D.U., Rohtak
2. Prof. M.P.Sharma - Outside expert, Jamia Hamdard University, Delhi
3. Prof. Anita Maan - Outside expert, CSSRI, Karnal

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 2017-18. 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:

1. 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 11 registered, 11 newly admitted to the Ph. D. program during 2017-18.
- b) The M.Sc. curriculum has been designed as per CBCS w. e. f. 2015-16 and accordingly the scheme of examination has been revised. The syllabus is in line with various competitive exams such as NET, Ph. D. entrance examinations etc. Dissertation is compulsory to impart specific scientific skills to the M.Sc. students.
- 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.

2. 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 (3 Professors and 3 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

3. Research, Innovations & 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 one ongoing research project sanctioned by HSCST. One research project funded by HSCST was completed during 2017-18.
- 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 CCSHAU, Hisar; IARI, New Delhi; Amity University Noida and also with other departments of their university.

4. 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 resources with the help of internet facilities of the department.
- c) 22 students are pursuing Ph. D. from the department out of which 4 are CSIR-JRF/NET and 6 are getting fellowship from the university.

5. Students Support and Progression:

- 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 Mount Abu, Jaipur Udaipur in Rajasthan from February 24-28, 2018. They also helped in the organization of various events at departmental or University level.
- c) Seven students completed their Ph.D. (Botany) in session 2017-18.
- d) Dept. has been organised one day national conference on "Conventional and Modern Approaches in Plant Sciences" on 20.12. 2017. Prof. Veena Aggarwal from Delhi University Delhi, Dr Naveen Singh from IARI, New Delhi and Dr B. D. Vashishta delivered the talks and practical aspects of Plant Taxonomy were demonstrated.
- 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.

6. Departmental Values and Best Practices

The values and best practices of the department are directed towards realizing the vision and mission of the department.

Vision

Inspiring and motivating the students to utilize the knowledge of "Plant Sciences" to solve the future needs of "Food, Fuel, Energy and Environment" for the betterment of human life and society.

Mission

The department endeavours to make substantial contribution in the field of "Plant Sciences" by way of research and produce competent students who are not only well versed with the subject but are also better adjusted socially, emotionally and intellectually.

Additionally the department has:

- i) Strong work ethics
- ii) Qualified and competent faculty members work with full dedication
- iii) Diverse specialization of faculty members and their continuous efforts to update their subject knowledge and related skills
- iv) Procured extra mural funds to strengthen research and teaching
- v) Published research articles in good international and national journal with impact factor
- vi) Excellent infrastructure to support and complement the teaching and research activities

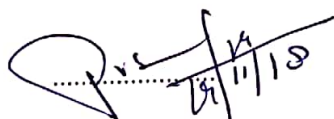
-81-

4

Recommendations

The Academic Audit Committee recommends the following:

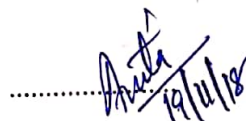
- 1 One lecture theatre should be converted into seminar room.
- 2 The M.Sc. labs/ Central laboratory should be well equipped with more equipment.
The computer lab should be air conditioned to meet the proper maintenance and functioning of computers.
- 3 Botanical garden should be enriched with more numbers of plants (herbs/seasonal/annual).
- 4 Department should apply for the UGC-SAP programme to raise more funds for research and development.
- 5 Plant Biotechnology especially Plant Tissue culture and Molecular Biology Laboratory should be established for working under aspect conditions in the department.
- 6 Efforts should be made for development of herbarium in the department.



Prof. Pushpa. Dahiya
Dean. Life Sciences,
M.D.U Rohtak



Prof. M. P. Sharma
Dept. of Botany
Jamia Hamdard
New Delhi



Dr Anita Maan
(Senior Scientist)
CSSRI, Karnal

4

82

PROCEEDINGS OF THE ACADEMIC AUDIT COMMITTEE

Dated: 30.10.2018

As per requirement of the IQAC/NAAC, an meeting of academic audit committee for the session 2017-18 was carried out in the office of Head, Department of History on 30.10.2018 (Tuesday) at 11:00 a.m. The following members attended the same:-

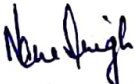
- | | | |
|---|--|----------------|
| 1 | Dr. Nina Singh,
Dean, Faculty of Social Science,
M.D. University, Rohtak. | Chairperson |
| 2 | Prof. Shri Krishan,
Department of History,
Indira Gandhi University, Meerpur (Rewari) | Outside Expert |
| 3 | Prof. R.C. Thakran,
Dept. of History,
University of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

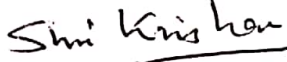
The outside experts as well as Chairperson of the committee analyzed the presentation of the Department in the form of self-evaluative report and resolved as enclosed herewith in the form of proceedings/minutes of the meeting.

Meeting ended with the vote of thanks.

Encls.: Proceedings of the meeting.


(Dr. Nina Singh)
Chairperson
30.10.18


(Dr. R.C. Thakran)
Outside expert


(Dr. Shri Krishan)
Outside expert

83 -

(P)

PROCEEDINGS OF THE ACADEMIC AUDIT COMMITTEE

An academic audit for the session 2017-18 was carried out in the Department of History on 30.10.2018. The following members attended the Academic Audit Meeting:-

- | | | |
|---|---|----------------|
| 1 | Dr. Nina Singh,
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 a teacher-student relationship.
- Feedback from students was also sought by the department and items rates under "Very Good" category with score of 3.095 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.

Nina Singh

84 -

2. Teaching, Learning and Evaluation

- There were four faculty members and all were professors. Dr. Vijay Kumar was deputed to CDLU Sirsa as Vice-Chancellor since Dec. 2016 and another two teachers Dr. Bindu Mattoo and Dr. Urvashi Dalal were also retired on August 2017 and Nov. 2017 respectively. Due to shortage of faculty members, there is temporarily arrangement of 6 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.
- 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 university should provide funds for renovate and re-install the Arch. Museum.
- Though, the Department had Departmental Library, with 1200 books and have subscribed 10 journals to renovated afresh now.
- Due to space vacated by Department of Hindi after shifted to the IIM building, now space is sufficient 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.
- The total no. of actual teaching days were 160 and average percentage of attendance of students was 70%.

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.

4. Seminar Hall:

There is no seminar/conference Hall for the Department. One Air-conditioned Hall to be created in the Department where regular seminars, discussions, talks etc. be held. The sufficient space for it is now available.

5. Observation regarding Infrastructure and Learning Resources:

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

Handwritten signature

6. Research Consultancy and Extension:

- During this academic session there are no any student registered for Ph.D. History and two research scholars has completed their Ph.D. and three scholars has also submitted their Ph.D. Thesis during session 2017-18.
- The department is conducting research in the field of Archaeology, and socio-economic theme of regional and national history. 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 is extreme shortage of teaching faculty, out of total four regular faculty members, one, 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 and 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. Six resource persons on extension lecture basis were engaged for students.
2. Secondly, Department has to provide sufficient funds and facilities to re-establish/renovate the Departmental Library, Computer Lab and Archaeological Museum at the space vacated by Hindi Department at earliest.
3. Thirdly, provide the Smart Class Room and a big conference hall for seminar/workshop purposes with projector and sound system.





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

None Singh

MINUTES OF THE MEETING OF ACADEMIC AUDIT COMMITTEE (AAC) IN INSTITUTE OF HOTEL & TOURISM MANAGEMENT ON 05.11.2018 AT 10.00 AM IN THE O/o DIRECTOR, IHTM, M.D. UNIVERSITY, ROHTAK

A meeting of the Academic Audit Committee (AAC) to carry out the Academic Audit of the Institute was held on 05.11.2018 in the O/o Director, IHTM, M.D. University, Rohtak

The following members of the committee were present:

- 1. Prof. Daleep Singh,
Pro Vice Chancellor,
SGT University, Gurgaon
Member (Outside Expert) 
- 2. Mohd. Shahid Hasnain,
Principal, Institute of Hotel Management,
Tilyaar Complex – Rohtak
Member (Outside Expert) 
- 3. Prof. A.S. Boora,
Dean, Faculty of Management Science
M.D. University, Rohtak
Member 
- 4. Prof. Ashish Dahiya,
Director, IHTM,
M.D. University, Rohtak
Member 

The members of the committee interacted with the faculty members and students of the institute. The members have also gone through the relevant reports of the institute and also sought feedback about various activities in the institute.

The following observations and suggestions made by the committee.

Criterion-1: Curricular Aspects

- a) The following courses are offered in the institute during the session 2017-18:
 - i) Ph.D Program (HTM)
 - ii) MHMCT 2 Year (CBCS)
 - iii) MTTM 2 Year (CBCS)
 - iv) MHMCT-5 Year
 - v) BHMCT
 - vi) BTTM
- b) The syllabi of all the above courses are updated outcome based with scope of innovations in accordance with industry requirements and developed on the basis of guidelines of UGC/AICTE/Haryana Govt.
- c) Emphasis is also on skill development, practical aspects, industry exposure, field tour, employability & entrepreneurship.
- d) The curriculum has well organized structure and has provision for activity based learning, Seminars, Workshops and Extension Lecture which includes group activities as well.



- e) The committee has also observed that there has been a revision of course curriculum of BTTM & B.Voc (CTHM). The committee also appreciated the participation of industry personal and institute alumni in curriculum development and framework.

Criterion-2: Teaching, Learning & Evaluation

- a) The teaching pedagogy observes theoretical as well as practical inputs for the overall development of the students. Apart from regular examination, the institute also follows university norms for continuous evaluation of the student in the form of class test, assignment and other activity based learning events.
- b) The institute has 12 faculty members and the university has advertised for further recruitments. Out of existing 12 teachers it is praise worthy that all of them are Ph.D in Hotel and Tourism Management.

Criterion-3: Research Innovation & Extension Learning

- a) The faculty members of the institute are actively engaged in the research activities which is evident from their Publications, Seminar, and Conference participation. Further, the faculty member of the institute are also offering consultancy/advisory services to the university faculty house and other related hospitality services for smooth operation and quality assurance.
- b) The teachers of the institute are also invited as Resource Person by Academic Staff Colleges, HRDC, Seminars and Conferences in India and Abroad.
- c) The faculty and the students have also visited schools and school students have also been invited in the institute as a part of extension activities.
- d) The students and faculty members have also contributed in great actively way in various events of university including Falgun Mela.

Criterion-4: Infrastructure & Learning Resources

- a) The institute is well equipped in terms of laboratory of Hotel and Tourism Program, the institutional library has a collection of wide range of books of national and international publishers.
- b) The students are encouraged to E-learning with the help of internet and wifi facilities in the institute.
- c) There are 9 candidate registered in Ph.D during the session 2017-18 in institute.

Criterion-5: Students Support and Progression

- a) The committee observes that the institute emphasizes greater importance to training, placement, skill & personality development of the students. The institute has a training and placement cell which is taken care by faculty member of the institute involving students and works in close associate with career counseling and placement cell of MDU.



- b) The institute also involves alumni and industry professionals to guide the students from time to time.
- c) The institute also practices mentorship program and has class advisors/coordinators for each class amongst the faculty.

Creterion-6: Departmental Values & Best Practices

- a) The institute focuses of skill development and overall development of the students by encouraging them to participate in variety of extra curriculum activities. The very basic thing done for the quality enhancement is schedule of activities calendar of the institute. Before the commencement of Academic Session, the activity calendar is approved by the Departmental Committee and each faculty with every class is encouraged in varied activities including Counseling, activity based Learning Events, Seminars, Extension Lectures, Moral Building through Havan, Professional Events like Housekeeping Week, World Tourism Day, Haryana Tourism Day, National Tourism Day, Chef Day and others are also organized.
- b) Effects are made by the institute to have a good coordinator and harmony amongst the teachers and the students organizing of induction program at the beginning of every session and industrial visit/field exposure are much appreciated activities of the institute.

Overall the institute is doing very good.

The committee is happy to note that the faculty and students are highly motivated and the Director is providing a dynamic academic leadership to them. The support from university administrative and cooperation from stake holders has once again let the institute in the listing of top hotels schools of India. (Feb. 2018)

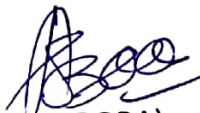
The Academic Audit Committee congratulated the Director & Team IHTM for the same.



(Prof. DALEEP SINGH)



(MOHD. SHAHID HASNAIN)



(Prof. A.S. BOORA)



(Prof. ASHISH DAHIYA)

-89-

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 24.11.2018 at 11.00 A.M. in the office of the Head, Department of Music.

The following members were present:

- | | |
|--|-----------------|
| 1. Prof. Hukam Chand
Head Department of Music &
Performing & Visual Arts | Chairman |
| 2. Prof. Vimal
Department of Music | Member |
| 3. Prof. Anupam Mahajan
Department of Music & Fine Arts
University of Delhi, New Delhi | Out Side Expert |
| 4. Prof. Suchi Smita
Department of Music & Dance,
Kurukshetra University, Kurukshetra | Out Side Expert |

The minutes of the previous meeting read and confirm.

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 03 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 30 students
- B) The syllabi of all the above mentioned courses are mainly in accordance with UGC curriculum. As a result more than 06 students Qualified the NET/JRF.
- C) All the courses focus on employability and development aspects and last revised in 2016-17
- 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 2017-18 reveals that the students have

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

Page 1

-90-

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;
- i. The department received total 76 applications together of MA Vocal & Instrumental against 30 seats the department offer.
 - ii. 189 applications were received against 60 seats of One Year Diploma course in Harmonium & Tabla.
 - iii. 48 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 1:19
- 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 2017-18. The list is given below:

-91-

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

- A. 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.
- B. Invitations came as resource person to the faculty members of the department.
- B. Faculty members are invited by various colleges/universities for delivering extension lectures in the session 2017-18.
- C. Faculty members are invited by various colleges/universities for delivering extension lectures.
- D. Prof. Hukam Chand attended workshop as resource person at Department of Music KUK, MTS P.G. College, Ludhiana, B.P.S. Khanpur(Sonepat), Shaheed Uddam Singh College, Malpur(Panjab) and CDLU Sirsa.

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 38 scholars are pursuing Ph. D. degree during 2017-18
- D. Department is having approximately 1850 books in the central library and subscribing 5 magazines.
- E. All the faculty members are having one computer each.
- F. Purchase of Sound Equipments amounting to Rs. 1 Lakh in pipeline.

Student Support and Progression Aspects

92

- A. Drop out ratio is less than 3 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.

Innovative Practices

The department focuses on syllabus, organizing music concerts and lec-dem by introducing varied contents. Various cultural activities are performed in the Department, by the students 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.
- It was also discussed in the meeting that department should think towards starting of new courses like Diploma in Light Music/Gazal/Thumri, Diploma in Guitar, to provide better job opportunities for the students Teaching faculty be asked for alongwith other facilities
- It was suggested that the classes of Diploma Courses should function in two parts(3 days for the M.A. Students of the Department and 3 days for rest of students).
- The outside experts were on the view that the students must be aware about the use of computer in their study.

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.

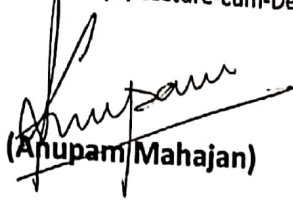
- The department is short of 4 to 6 regular teachers whose work load is being covered by the research scholars and contractual faculty.
- Shortage of theory class rooms and space for research Scholar.
- There is no computer for research Scholar in the department.

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


Page 4

-93-

➤ There should be a Budget sum of Rs. 2,00,000/- (two lacs) for academic activities (i.e. Workshops, Lecture-cum-Demonstrations and Seminar)


(Anupam/Mahajan)


(Shuchismita)


Head
Department of Music
M.D. University, Rohtak

An Academic Audit was carried out in the Department of Economics on 30.10.2018. The following members attended the Academic Audit:

1. Chairperson : Prof. Nina Singh, 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. Arup Mitra, Institute of Economic Growth, New Delhi
4. Teachers present : Prof. Kavita Chakarvaty
Dr. Jagdeep Dahiya

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

1. **Curriculum Aspects:**

- In Under-Graduate course, Choice Based Credit System (CBCS) was recommended by Under Graduate Board of Studies in its meeting held on 13.07.2018.
- It is good that Gender Issues, Urban Economics and Employability are a part of syllabi in the department.
- Mentor mentee meeting was held by different teachers and the feedback from students was taken regarding their problems.

2. **Teaching Learning and Evaluation:**

- To meet the teaching requirement of the department, the department has appointed one regular Faculty and two Guest Teachers/Resource Persons. Regular faculty members who were on leave have joined the Department.
- Our two faculty members Prof. Santosh Nandal and Prof. Neelam Choudhary attended and International Conference in New York and chaired the session.
- One Faculty Member, Prof. Kavita Chakarvaty was the convener of Committee of five universities constituted by UGC for Swachhta Abhiyan in South India.

Nina Singh
30.10.18

Jagdeep Dahiya

- 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 31 which is quite good.
- Five students have completed Ph.D.
- Recently, the department has also undertaken the following activities:
 1. One minor Research project of Rs. 30,000/- . has been granted under Radha Krishanan Foundation Fund
 2. One Major Project of Rs. 50,000/- has been granted to faculty member Dr. Rajesh Kumar under Radha Krishanan Foundation Fund.
 3. One day Workshop on the topic "Economics of Gender and Development" was organized on 25.07.2018 under Radha Krishanan Foundation Fund (Rs. 30,000/-).
 4. Very shortly Department is going to organise a Two day workshop on the topic "Introduction to R and Statistical Analysis using R-Studio"
 4. The HOD has been regularly organizing seminars and workshops which is highly appreciable.
 5. Induction Programme was organized in the Department so that student can become quickly familiar with the university, department, faculty members of department, department practices and university rules.

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.

New Singh

Indu

5. Student support and progression:

- Pass percentage of students is above 80 which are highly satisfactory.
- The student body was found to be quite diverse with a good number of girls and rural students.
- Six new students have joined as JRF/URS.
- Mentor-Mentee meeting was organized in the Department.
- The Talent Hunt Programme was organized on 13.02.2018.
- Alumni meet was held in the Department of Economics on 15.04.2018 and feedback was taken from the students regarding functioning of the department which was quite appreciable.
- Workshop on "Bibliographic reference management for the Research Methodology" was organised on 12.01.2018.
- Lectures on "Globalization and WTO" and "Foreign direct investment in India: issues and Challenges" was organized.

6. Innovative Practices:

Problem solving assignments, regular tutorials, organization of group discussion and Mentor-Mentee 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.
- Encourage inter-disciplinary research projects in the department.
- Funds may be allocated for field trip, data collection and organizing seminars and workshops on research methodology.
- While syllabi of B.A. Economics and M.A. Economics may be revised in the light of UGC and U.P.S.C. course outline, the courses in mathematical economics, quantitative methods may be revised to make them comparable with other universities in the country so that a good practical orientation is offered to the B.A. and M. A. programmes.
- The computer unit may be made operational at the earliest and a computer trainer may be appointed to impart technical knowledge to the students.

Navin Singh

for Mr

- The teaching methodology and holding of classes are highly appreciated by the students. Some discussion on contemporary issues and the real world situation may be made from time to time in order to strengthen the practical applicability of the courses.
- For group discussions the students may be encouraged to make formal presentation in front of the faculty.
- The faculty members may be requested to make seminar presentation in the department from time to time.
- Workshop on "Certain statistical and econometrics packages (E-views and STATA) may be organized. Hence the additional funds may be allocated for the purchase of the packages and for holding the demonstration lectures.
- As the strength of the Ph.D. students is quite high, funds may be allocated to conduct field trips. For collection of primary data research grant may be enhanced.
- Mentor-Mentee meetings have already been initiated in the department. More such formal interaction may be encouraged to pursue.

Arup Mitra

**Prof. Arup Mitra
Institute of Economic Growth
New Delhi**

Nina Singh 30.10.18

**Prof. Nina Singh
Dean, Faculty of Social Sciences
M.D. University, Rohtak**

-98-

MAHARSHI DAYANAND UNIVERSITY, ROHTAK

DEPARTMENT OF HINDI

A meeting of Academic Audit Committee of Hindi Dept. was held on 05-11-2018 at 11:00 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 Computer Lab, Language Lab and Departmental Library be established in the new premises at extensively, 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' etc.

Encl : Academic Audit Proforma.


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


Prof. P.C. Tondon
Outside Expert
5/11/18


Prof. Krishna Hooda
Outside Expert
5.11.18

Academic Audit Report

The following Academic Audit Committee constituted by the Vice-Chancellor to conduct the Academic Audit of the Department of Mathematics, MaharshiDayanand University, Rohtak for the session 2017-18 visited the Department of Mathematics on 14th November, 2018:

- | | | |
|----|---|------------------------------------|
| 1. | Prof. V.K. Sharma
Dean Faculty of Physical Sciences
M.D. University, Rohtak | Dean, Faculty of Physical Sciences |
| 2. | Prof. Kuldeep Bansal
Dept of Mathematics, GJU, Hisar | Outside Expert |
| 3. | Prof. Rajive Kumar
Advisor, AICTE | Outside Expert |


The Academic Audit Committee interacted with the faculty members and students and sought their feedback about teaching, research, other facilities and activities in the Department for the session 2017-18. The Head of the Department presented an overview of the Department with specific emphasis on its progress in the last academic session i.e. 2017-18. The Departmental Profile, Self-Evaluative Report and feedback obtained by the Department from various stakeholders during the session was placed before the Committee by the Head of the Department. The information was examined by the Committee and facts were ascertained through spot visits and records.

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

Curricular Aspects

Observations

- The following five programmes were being run in the Department in the session 2017-18:
 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)
- The M.Sc. Mathematics (Semester-I&II) and M.Sc. Mathematics with Computer Science (Semester - I& II) programmes were running under CBCS which was implemented


14.11.18


14.11.18



w.e.f.2016-17. The syllabi of all the programmes running in the Department is in accordance with UGC curricula.

- Emphasis is also laid on enhancing the Computer skills of the students.
- The feedback from the PG students obtained by the Department of Mathematics on the prescribed proforma revealed that almost all the students rated as "very good" for all the 21 parameters mentioned in the proforma. However, for the parameter "career counselling and placement facilities", few students opined that there is need to give more emphasis for this parameter.
- Feedback obtained from the parents, alumni and employers shows the strong agreement on almost all the parameters by them. However, few of them showed concern about the placements of the students.
- 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.
 - ✚ The teachers of the Department were assigned as mentors to all the students of the Department.
 - ✚ 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.

Recommendations/Suggestions

- The CBCS may also be introduced for 5-Year Integrated M.Sc. (Hons) Programmew.e.f. the session 2019-20.

Teaching Learning and Evaluation

Observations

- The demand ratio of the programmes running in the Department is excellent as is evident from the number of applications received by the Department. The Department received about fifteen (15) times the number of seats for 5-Year Integrated M.Sc. (Hons) Programmes and more than twenty (20) times for M.Phil / Ph.DProgrammes for the session 2017-18. For centralized admissions for M.Sc. Mathematics and M.Sc. Mathematics with Computer Science, the Department of Mathematics, M.D. University Rohtak was the first preference of most of the applicants.

[Signature]
14.11.18

[Signature]
14.11.18

[Signature]

- 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.
- Tutorials/Remedial classes are also conducted for the overall academic improvement of the students.
- Department had 17 faculty members, which includes 07 Professors, 01 Associate Professor, 09 Assistant Professors during the session 2017-18, out of which 14 are Ph.D. degree holders and the others are pursuing Ph.D.

Recommendations/Suggestions

- The Department is short of teachers. The post of sufficient number of teachers need to be created and filled up.
- Shortage of specialized teaching staff in some domains and hence students get less choice for optional papers.

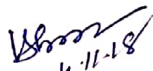
Research, Innovations and Extension

Observations

- The faculty members of the Department are actively engaged in the research activities as is evident from the total number of research papers published and also from the number of Ph.D.'s awarded during 2017-18. The number of research papers published by the Department during the session 2017-18 was 63 in the quality Journals.
- Faculty members participated/acted as resource persons in various conferences, workshops, seminars, etc. during 2017-18.
- Some of the faculty members of the Department are engaged in collaborative research work in India and Abroad.
- Faculty members of the Department have been invited as resource persons in the refresher/orientation courses.
- Faculty members are invited by various colleges/Universities for delivering extension lectures also.

Recommendations/Suggestions

- Though the faculty members publish their research papers in quality Journals, yet they should focus on publishing their research papers in the WoS/Scopus/IC indexed Journals only.


14.11.18


14.11.18



- Most of the faculty members are also involved in the administrative assignments. If more faculty members are recruited, the faculty members can devote more time on their research work.

Infrastructure and Learning Resources

Observations

- 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 2017-18, the department was having 146 computers in its three labs. In the Library, 20379 reference books, 1659 e-books and hundreds of Journals in Mathematics were available in the Library.
- Students are encouraged to e-learning with the help of internet facilities in the Department.
- As many as 51 students were pursuing their Ph.D. degree during 2017-18.
- The building of the Department was extended with three more lecture theaters, one multipurpose hall, one common room.
- The Department has nine projectors, which are frequently used in the classes and labs.

Recommendations/Suggestions

- At least two smart class rooms may be created.

Student Support and Progression

Observations

- There is a good number of support services for the students in the Department as well as in the University like Hostel facilities, Sports Complex, Shopping complex, Students Welfare Office, Health Centre, Bank, Post Office, etc.
- There is a University Centre for Competitive Examinations to facilitate the students for various competitive examinations.
- The Department organizes various activities through "Career Counselling and Placement Cell" and "Youth Red Cross cell" of the University.
- The Department of Alumni keeps the record of most of the alumni with regard to their progression. A teacher from the Department is deputed as a coordinator for the purpose.
- Gender sensitization programmes were also organized.

Recommendations/Suggestions

[Signature]
14.11.18

[Signature]
14.11.18

[Signature]

- The Department should make efforts to keep the record of progression of each and every student of the Department.
- The Departmental Alumni Association needs to be more strengthened.

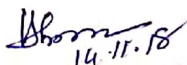
Departmental Values and Best Practices

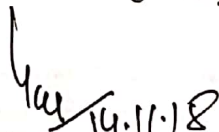
Observations

- 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.
- 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 remedial classes, educational tours and guest/extension lectures are also arranged. The teachers motivate the students to consult the reference books.
- The Department is having cordial relationship among faculty members. The best practices of the Department include regular updation of syllabi.
- Overall, the Department is doing very well. Students are satisfied with the faculty members as well as the infrastructural facilities provided to them by the Department.

Recommendations/Suggestions

- The Department should make efforts to maintain the centralized data regarding achievements of all the faculty members, students and research scholars. Various activities performed by the Department should also be kept in this database. It will help the Department in submitting the information for various accreditation and ranking agencies such as NAAC, NIRF, ARIIA and other regulatory bodies.


14.11.18
(V.K. Sharma)


14.11.18
(Kuldeep Bansal)


(Rajive Kumar)

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 20-10-2018 at 3.00 p.m.:

1. Prof. S. H. Ansari, Faculty of Pharmacy, Jamia Hamdard, New Delhi,
2. Prof. Neeru Vasudeva, Dept of Pharm. Sc., GJUS&T, Hisar
3. Prof. Munish Garg, Dean, Faculty of Pharm. Sciences, M. D. University, Rohtak.

The committee physically inspected the Infrastructure, verified the documents and interacted with staff of the department. Thereafter, report was prepared which 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.
- The new credit based semester system syllabus for B. Pharm and M. Pharm as prescribed by regulatory agency i.e. Pharmacy Council of India is implemented from 2017-18.
- The syllabus includes recent trends and techniques in accordance with current needs of the industry in order to improve the employability of the students.

Weaknesses

- The efforts to teach content beyond syllabus are less.

Recommendations

- The department needs to focus more towards skill development through teaching beyond syllabus.

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 and neighboring states evidenced by 1029 applications against 60 seats in B.Pharm. and witnessed most preferred department for M. Pharmacy courses during centralized admissions of state of Haryana.
- All the M.Pharm. courses run by the department are approved by AICTE and PCI 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.

20/10/18

- 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 presently has regular 05 Professors and 11 Assistant Professors and 5 guest faculty. Out of 16 regular faculty members 15 are having Ph.D. and remaining 01 is pursuing her Ph.D. The faculty 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:

- Number of faculty is short (only 16, against present requirement of 26) as per requirement of regulatory agencies viz. AICTE and PCI.
- Interactive classrooms exist but not adequate.
- Interactive sessions for extracurricular activities like, classes for personality and soft skills development 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 should conduct more guest lectures using the resource persons from industry as well as academics.
- More number of interactive classrooms needs to be created.
- Interactive sessions for extracurricular activities like, classes for personality and soft skills development 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 196 publications (Scopus indexed) in last five years and 83 publications during 2017-18 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 a separate PG block as well as well equipped laboratories to cater the need of research activities of faculty members and students.
- 18 Project fellows are working in the department who are receiving fellowship from various agencies like, AICTE, UGC, ICMR, DST etc.
- The department has secured prestigious UGC SAP project at DRS Level-II sponsored by UGC worth Rs. 76 Lakhs after successfully completing UGC SAP at DRS Level-I.
- The department is successfully running DST-FIST project.
- The department has initiated 5 outreach activities, 1 blood donation camp, in 2017-18.

Weaknesses

- All the faculty members are not involved in "funded" research projects.



- There is a need to create formal collaborations with outside national/international agencies, MOU with foreign institutions as well consultancy projects/services.
- There is no consultancy made by any of the faculty.

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.
- More focus need to be given for the publications in good journals which are at least indexed in SCOPUS, Pubmed.

4. Infrastructure and learning resources:

Strengths

- **Library:** The department is not maintaining any separate departmental Library, but is very close to the Central Library, which is fully automated and presently having subscription of DELNET, Bentham and Elsevier Journals.
- **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 with Wi-fi connectivity having speed of 100 mbps.
- **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 3.5 Crore including HPLC, HPTLC, AAS, CHN analyzer, TGA analyzer, FTIR, Flash chromatography and UV-Spectrophotometer etc.

Weaknesses

- The support staff is not adequate.
- The numbers of laboratory staff are less than the required one as per norms of regulatory agencies as well as there is no technical person available in the department to handle the sophisticated instruments.
- The department has no power backup and even the UPS of many computers are out of order.

Recommendations

- The University must appoint computer qualified person in the computer lab in order to maintain the laboratory in more efficient manner.
- 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 which is mandatory as per AICTE and PCI norms.
- The budget for the maintenance and repair may be increased sufficiently.
- The department must be provided with generator facility/power back up.
- A new Seminar Hall and a committee room needs to be created.
- More research Labs need to be created to enhance research activities. Existing there are only 3 research labs which should be enhanced to at least 6 nos.



20/11/18

5. Students support and progression:

Strengths

- The department has a good success rate pass percentage in 1st attempt (success rate 90 %) at PG level and 57 % at UG level and has low dropout rate in UG and PG programmes. In M.Pharm. Programmes, the dropout rate are less than 5 %.
- 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 novel practices, such as "GPAT mentorship", and "Parent Teachers meeting" which are appreciable.
- The department has alumni cell in co-ordination with the University.
- The department follows feed-back system from all stakeholders.
- The department has initiated some placement and alumni activities.
- The department has initiated mentor : mentee program.
- The University has scholarship schemes for topper students at UG, PG level to motivate the students.

Weaknesses

- The Placement and Alumni Activities need enhancement for fruitful results.
- Number of students qualifying GPAT is less although there is an increasing trend in last year (4 in 2017 and 8 in 2018)
- Less number of study/industrial tours, motivational lectures, personality development programs.

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 students feed back should be considered for academic planning and improvement.

6. Departmental Values and Best practices:

The department has initiated few practices like,

- Journal Club for M. Pharm students to enhance research activities.
- Interactive sessions for the students i.e. debate, mock interviews to develop participative skills.
- GPAT mentorship and Alumni-connect programs are appreciable.
- Remembrance of good values of the great thinkers, visionaries, historians on their anniversaries in the regular classroom sessions.



(Prof. S. H. Ansari)



(Prof. Neeru Vasudeva)



(Prof. Munish Garg)

Place: Rohtak

Dated: October 20, 2018

2017-18

MINUTES OF THE MEETING OF ACADEMIC AUDIT COMMITTEE (AAC) IN GEOGRAPHY HELD ON OCTOBER 01, 2018 (MONDAY) AT 10:00 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 01/10/2018 in the office of the Head, Department of Geography.

The following members of the committee were present:

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

* Prof. R.B. Singh has shown his inability to attend the meeting telephonic on 01.10.2018.

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 - I) 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 2017-18:
 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 40 students qualified the NET/JRF (UGC) & others competitive exams. All the courses focus on employability and development aspects.
- 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 2017-18 reveals that the students

2017-18

have rated the department in the "Very Good" category giving average 3.41 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 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.
- Students demanded one Additional Water Cooler,
- More computers are required in labs,
- Sanitary Napkin Vending Machine in female toilet,
- Installation of Maps in Class Rooms,
- Proper Setting arrangement in LT-1 (Class Room)

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 1098 applications against 82 seats all together in the department.
 - i. 883 applications were received against 50 seats of M.A. Geography (2 year programme)
 - ii. 61 applications were received against 15 seats of P.G. Diploma in Remote Sensing and GIS (One year programme)
 - iii. 136 applications were received against the total available 15 seats for M. Phil.
 - iv. 18 applications were received against the total available 02 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, 01 Associate Professor and 01 Assistant Professor.
- e) Out of 12 teachers, 11 are Ph.D. degree holders and remaining one is pursuing his Ph.D.
- f) Teacher- student ratio is 1: 09
- g) Teacher-Research Scholar ratio is about 1: 5.

2017-18

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 thirteen numbers of research papers, total nine chapter in edited volumes / books published, and papers in national/international conference-proceedings has been published by them till June, 2018 and also the total three numbers (03) of Ph.D.'s awarded during 2017-18.
- b) Most of the faculty members have participated in seminars/conferences/workshops and delivered invited lectures also during 2017-18.
- 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 2017-18, the department was having more than 40 computers in its six labs and more than 1840 books in its Departmental Library in addition to thousands of books and more than ten 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 48 students were pursuing their Ph.D. degree during 2017-18.

Students Support and Progression Aspects

1. Drop out ratio is less than 15 per cent.
2. The Career Counseling and Placement Cell is also working in the department 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 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.

2017-18


- Periodical evaluation of curriculum.
- IQAC guidance.

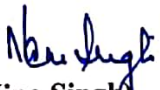
The very basic thing done for the quality sustenance and quality enhancement is the preparation and publication of academic calendar at the very opening of academic year. The teachers devote their time in personal counselling and encourage the students for various socio-cultural, political and moral 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.
- Department needs seminar hall, Committee room and Common room for girls.
- The Department should form Alumni Association at departmental level and should hold its meeting regularly.
- 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)
1.10.18


(Nina Singh)
1. X. 18

**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 2017-18

The academic audit of the department of Food Technology was conducted on 31st October, 2018. 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. B.S. Khatkar
GJU of Science & Technology, Hisar | Outside Expert |
| 3. Prof. P.K. Nema
NIFTEM (Kundli), Sonapat | Outside Expert |

The Head of the department presented before the academic audit committee an overview of different activities of the department during the academic session 2017-18 covered under various criteria for the requirement of NAAC. 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

- 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.
- The syllabi of both M.Sc as well as Ph.D course work have been designed as per guidelines of UGC.
- The department has adopted Choice based credit system (CBCS) and the syllabi of the M.Sc Food Technology programme covers all the important core areas of food science & technology.
- The syllabi has provisions of hard core, soft core as well as open elective and foundation elective courses.

Rm

LSL M

- v) There is provision of both external as well as internal evaluation in the scheme of examination for 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 Professor and two Assistant Professors. To meet out additional teaching requirements, 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) There are well defined course objectives and programme objectives as well as course outcomes and programme outcomes in the syllabi.
- v) A national conference on "Food Processing for Value Addition: Trends and Innovations" was organized in the department on 27.11.2017. A total number of 200 delegates participated in the conference.

3. Research consultancy and extension

- i) The faculty members have published eleven (11) 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.
- iii) Extension lectures have been delivered by the faculty in outside ^{Institutes} industries.

Be *LS* *h*

- iv) During the academic session 2017-18, eighteen students have completed their M.Sc dissertations.
- v) Two students have been admitted to Ph.D. programme.
- vi) To promote and facilitate the research activities in the department, sophisticated research equipments have been installed in the research labs.
- vii) The department organized cleanliness drive under the scheme swachhta pakhwada on dated 10.10.2017, in which 03 teachers and about 37 students participated.

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 available in the research labs Rheometer, Rapid visco analyzer, Partical size analyzer, Food texture analyzer and Hunter Lab colorimeter, Gel permeation chromatography 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.

5. Students' support and progression

- i) The department has a total number of 36 students (Girls 25 & Boys 11) in PG classes and 07 Ph.D scholars during the academic session 2017-18.
- 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 2017-18 the pass percentage of the students (Previous as well as final year) was 100%.
- iv) The M.Sc students actively participate in extra curricular activities. The department organizes World Food Day annually. The world food day, 2017 was also celebrated in the department by organizing events like inter departmental science quiz contest, declamation contest and poster making contest.

Bo *LSe* *Bo*

- 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 2017-18 have undergone industrial training of 3-4 weeks in the various industries/organizations namely M/s. Unique Fragrances, Sonapat; M/s. Lakshya Food India Ltd., Jind; M/s. Bharat Agro, Ghaziabad; M/s. amul Dudh Moti Sagar Dairy, Dharuhera; M/s. FICCI Research & Analysis Centre (FRAC), New Delhi; M/s. Home Made Bakers India Ltd., Sonapat; M/s. United Breweries Ltd., Rewari; M/s. Parle Biscuits Ltd., Bahadurgarh; M/s. vita Milk Plant, Rohtak; M/s. Hisar-Jind Cooperative Milk Producer;s Union Ltd., Milk Plant, Jind; M/s. Enrich Agro Food Products Pvt. Ltd., Rohtak; M/s. Haldirams Snacks Pvt. Ltd., Nodia; Training & Development FICCI FRAC Lab, New Delhi.
- vii) Students feedback about academic activities and administrative activities in the department is also taken periodically.

Recommendations/suggestions of the Committee

The department is doing extremely good in academic, research and student-oriented activities. It will be appropriate to support strengthening the faculty position and some more infrastructural facilities in the Department.

Bhupendra L
31/10
(B.S. Khatkar)

P.K. Menon
(P.K. Menon)

31/10/18

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 2017-18 on 26.10.2018 at 12.00 (Noon) in the office of the H.O.D.

1. Prof. V.K. Sharma, Dean, Faculty of Physical Sciences, M.D.University, Rohtak
2. Prof. Sanjeev Makin, Deptt. of Chemistry, DCRUST, Murthal
3. Prof Sonika, Deptt. of Chemistry, Guru Jambheshwar University, Hisar.

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 2017-18. The Department received 4465 online applications for Centralized Admissions for seven universities in Haryana, 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

Sharma

Sanjeev

Sonika

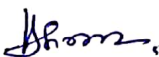
assistance of Rs. 1.18 crore to Department at the level of DRS-I under Special Assistance Programme (SAP). The department has purchased the following equipments, namely, (i) I.R. Spectrophotometer; (ii) Karl Fischer Titrator; and (iii) Electronic Balance. In addition to these, equipments as per need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

- (vi) Eight students have been awarded Ph.D. degree; two have been registered for Ph.D. degree and twelve students have qualified the UGC-CSIR, NET examination.
- (vii) General feedback from the students and parents/guardians was taken in April, 2018.
- (viii) Most of the teachers have attended the Symposium, Conferences and some of them also have delivered invited talks in Conferences/Seminars.
- (ix) It is a matter of pleasure that about 20 candidates from the Department have been selected for the Post of Assistant Professor by HPSC for the Govt. Colleges in Haryana.

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.


(V.K. Sharma)


(Sanjeev Makin)


(Sonika)

REPORT OF THE ACADEMIC AUDIT COMMITTEE (25.10.2018)

An Academic Audit for the session 2017-18 was carried out in the Department of Psychology on 25.10.2018. the following members conducted the audit:

1. Chairperson Prof. Nina Singh
Dean Faculty of Social Sciences, Maharshi Dayanand University, Rohtak
2. Outsider Expert Prof. Beer Singh
Department of Psychology, CCS University, Meerut
3. Prof. Rakesh Kumar Behmani
Dept. of Applied Psychology, GJ University, Hissar

All the parameters as per IQAC guidance 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 students, parents, teachers and alumni regarding the university and the department was satisfactory (Rating Students: 3.31/4; Parents: 4.55/5; Teachers: 4.21/5 and Alumni : 4.69/5). Concerns expressed by the stake holders (Students and Parents) was regarding the placement of the students.
- Restructuring of the PGDGC in advanced Diploma i.e. APGDGC and syllabus for the same has been prepared.

2. Teaching, Learning and Evaluation

- There are 14 permanent faculty members with Ph.D.
- Faculty members actively participate in seminars and conferences (International: 31) and are invited as resource persons (31).
- Innovative teaching and learning process, such as interactive sessions between teachers and students, group discussion and brain storming session, field exposure, training and internship at various schools and organizations are undertaken by the Department.
- During this session one induction program/ micro lab, display of wall journal, inauguration of departmental library, eight extension lectures, seven workshops, campaign for healthy life and well-being were the regular feature of the department during the celebration/observation of various days such as suicide prevention day, mental health day, international psychology day and international women's day.
- Average attendance of students is 72.00%.



25.10.18

3. Research, Consultancy and Extension

- The faculty members have published 7 research papers in International and 16 research papers in National peer reviewed journals in 2017-18.
- One research award such as “Deepak Bhatt Award” as Best Paper award was given to one faculty member.
- The department got sanction for the amount of Rs. 72 Lakhs, but not received, for the SAP, DRS III, for research on “Positive Health Psychology”
- Six students were awarded Ph.D. degree and sixteen were registered during 2017-18.
- Thirteen research scholars were receiving fellowships (ICMR-JRF – 02; UGC JRF - 03; URS - 05; Rajiv Gandhi (JRF) – 03).
- The main focus of the department is to Campaign for the healthy living and well-being through certain outreach activities such as “Ride to Wellness”. Psychology One Day, Day one, Fun Olympics, Observation of Suicide Prevention Day and Celebration of Mental Health Day etc.
- To sensitize the common masses about the Psycho Education Program and services provided by the department under Positive Mental Health Centre, Psychological First-Aid and Personality and Skill Development Cell.

4. Infrastructure and Learning Resources

- There are 05 classrooms, 10 laboratories and 01 Seminar Hall in the Department.
- Psychological Tests of worth Rs.4,69,327.
- There is one computer lab with 36 computers, 2 LCD.

5. Student Support and Progression

- Various Committees such as Anti-Ragging, Anti-Sexual Harassment, Grievance-Redressal and Mentor-Mentee were constituted to support the students and to track their progression through internal as well as external assessment of their potentials.
- Total number of the students in the Dept. was 131 Students (F: 89, M: 42, Category wise there were general : 61, SC: 21, BCA:20, BCB:25, 01 Physically challenged and 03 students from other state / country).
- Average attendance of the students of the departments is 72.00 % .
- One student qualified IAS/IRS exam and five students qualified NET examination .
- There is no provision of campus placement of students .
- No major grievance was voiced by the students.

Abhishek

R

BSE

6. Governance, Leadership and Management

- Dept. has prepared syllabus for APGDGC.
- The Department has adopted a number of quality improvement strategies such as interactive sessions between teachers and students, group discussions, brain storming session along with extension lectures, field exposure, training and interacting at various schools and organizations.
- Teaching aids include LCD Projector and computer.
- Student teacher ratio is 9:1
- Admission of students to PG 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.
- For the welfare of the students, various committees have been constituted such as Anti-Ragging, Anti- Sexual Harassment, Grievance Redressal, Mentor-Mentee etc.
- To uplift the feelings of team work, organization and cooperation among students- A PSY-Circle (a student forum) has been formulated.

7. Innovation and Best Practices

A drive for promoting mental health and wellness was carried out through out the session under celebration and observation of various days such as suicide prevention day, environmental day, mental health day, international women's day, international psychology day. Despite these, various extension lectures and a series of workshop were conducted with primarily focusing on promoting positive mental health and psycho-education programme to boost life skills training.

SWOC Analysis

Strengths

- Spacious infrastructure
- Running of Positive Mental Health Center to provide service to adolescents, old people and chronic disease population
- Provide Psychological First Aid
- Personality Development Cell
- Psy-Circle - a student forum to build team spirit and to develop organizational potential among students
- Student teacher ratio is robust
- Active involvement in academic activities such as organization of workshops, extension lectures, practical training visits, educational visits at Anatomy as well as Psychiatry departments of PGIMS, Rohtak, visits at Arpan school (A gifted children school), Rohtak
- Regular Academic Audit
- Actively engaged in outreach activities such as Health Promotion, Psycho-education Programs and Psychological testing camp

Handwritten signature

Handwritten signature

Handwritten signature

- Healthy team work among faculty
- Highly research oriented teaching faculty
- Viable interaction between mentor and mentee to address their academic as well as personal challenges

Weaknesses

- Least facilities for campus placement
- Requirement of technical personnel for maintaining the computerized equipments/software in the laboratories
- Lack of Computerized testing
- Lack of sufficient furniture in the laboratories as well as in the classroom

Opportunities

- Providing of psychological services to the University fraternity and masses for their well-being and thriving
- Providing of professional and self enhancement training to improve employability
- To enhance learning-teaching and research quality and professional potential by undertaking interdisciplinary institutional collaborations

Challenges

- To uplift the students of rural background
- To prepare the students for effective communication
- To control drop-out ratio
- To provide Campus placement
- To develop entrepreneurship skills among students

Action Taken Report (ATR)

- Program of Post Graduate Diploma was restructured and syllabus of an Advanced Post Graduate Diploma in Guidance and Counselling (APGDGC, to be started w. e. f. 2018-19) has been prepared.
- For strengthening of field exposure and Practical training the same was given at various schools and institutions for mentally challenged
- Practical training was given through organization of health awareness campaign and psycho-education program.

Plans of Department for Next Year

- Restructuring of the course i.e. PGDGC into Advanced Post Graduate Diploma in Guidance and Counseling (APGDGC, Two semester Course)
- To strengthen the Laboratory with Computerized test.
- Stringent efforts to provide Campus placement to the students.
- Strengthening of Alumni association.

Handwritten signature

Handwritten signature

Handwritten signature

Recommendations

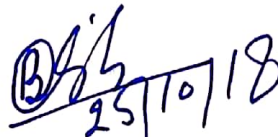
The committee recommends the following:

- Counsellor should be appointed in the department.
- Parent- Teacher Meeting should be encouraged in all senses. Also, feedback given by the parents should be taken into consideration.
- Reasons of dropout of the students should be searched out.


25/10/18

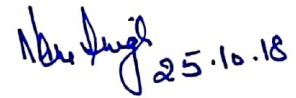
Prof. Rakesh Kumar Behmani

Dept. of Applied Psychology
GJ University
Hissar


25/10/18

Prof. Beer Singh

Outsider Expert
Department of Psychology
CCS University
Meerut


25.10.18

Prof. Nina Singh

Chairperson
Dean Faculty of Social Sciences
Maharshi Dayanand 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 23rd October, 2018 to conduct the Academic Audit of the Department. As per order of the Vice-Chancellor, Prof. Rajender Singh Yadav & Prof. Vandana Punia were nominated as two outside experts to conduct the academic audit.

The Team comprising of Prof. Rajender Singh Yadav, Prof. Vandana Punia 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:

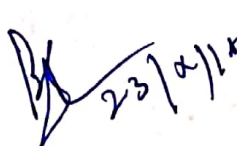
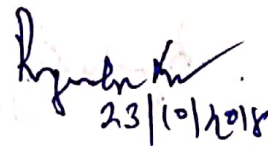
1. M.A. (Education) 2 years with an intake of 30 seats.
2. M.Ed. 2 years, with an intake of 50 seats.
3. M.Phil. (Education) 1 year, with an intake of 10 seats.

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/ Seminars/ Assignments and Unit Test as integral component of Internal Assessment. Suggestions received from students and parents were being incorporated for improving Quality Education in the Department.

2. Teaching-Learning and Evaluation

a) Department had strength of 08 Faculty Members including 03 Professors (Out of these 03 Professors, 01 Professor got retired on 31st July, 2018) and presently there are 02 Professors and 05 Assistant Professors. All the Faculty Members are serving on regular basis.

 23/10/18
 23/10/2018



3) Conferences/Seminars/Workshops organised

- a) Faculty members participated in 21 (Twenty One) International and National Conferences and Seminars / Workshops/ Symposia. Senior faculty members acted as resource persons and chaired technical sessions in various National Conferences and Seminars.
- b) Faculty members were transacting the curriculum by using innovative strategies which added to quality of classroom interaction and also helped in ensuring active participation of the students.
- c) Apart from term end semester examinations, the department strictly followed university norms for continuous evaluation of students through class tests, assignments / presentations and regular attendance.

4) Research Consultancy and Extension

- a) National Seminar on “Integrating Skill Development in Teacher Education: Issues, Challenges & Strategies” was organised on 07-07-2017.
- b) The Department had organised International Conference on “Role of Digitalization in Sustainable Development A Global Perspective” organised on 16-09-2017.
- c) One Day Workshop on “Funding of Research Proposals by ICSSR” was organised on 21-04-2018.
- d) One Day National Seminar on “Teacher Education in India: Scope and Challenges” was organised on 22-04-2018.
- e) Three days’ National Workshop/Training Programme on “Teaching Learning and Evaluation Online with MOOC Platform & Open Education Resources” organised from 12th May, 2018 to 14th May, 2018.
- f) One day National Seminar on “Implications and Implementation of Intellectual Property Rights in India” was organised on June 24th, 2018.

Name of the Faculty Guiding Ph.D. Scholars	No. of Students registered during 2017-18	Total no. of Students registered upto 30.06.2018	No. of Ph.D. Awarded during 2017-18
Prof. H.L. Sharma	NIL	05	02
Prof. Madhu Gupta	NIL	07	07
Prof. Jitender Kumar	NIL	08	NIL
Dr. Neeru Rathee	NIL	04	NIL
Dr. Madhuri Hooda	NIL	04	NIL
Dr. Umender Malik	NIL	04	02
Dr. Sarita	NIL	04	NIL

Ryachman
23/10/2018

[Signature] 23/10/18

[Signature]

[Signature]

- g) In addition to above, all the faculty members were engaged in publishing research papers in journals of National and International repute including the research papers in journals having impact factor upto 7.89 or so.
- h) In the current session 2017-18 Fourteen (14) Junior Research Fellows and Seven (07) Senior Research Fellows and One (1) URS were pursuing Ph.D. in the Department.
- i) Two Research Projects were in progress - 01 funded by ICSSR, Delhi and 01 by Radha Krishnan Foundation Fund, M.D. University, Rohtak had been given.
- j) The Department was sanctioned/given Faculty Development Centre funded by PMMMNMTT scheme by MHRD, Delhi. Dr. Madhuri Hooda has been acting as Project Co-ordinator.

5) 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.

6) Students Support and Progression

- a) Dropout rate in all the courses being run by Department was almost negligible.
- b) Roaster System was applicable as per University norms.
- c) Students are engaged in Co curricular 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 22nd April, 2018 and a rally was organised to sensitize the students on environment awareness.
- d) Edufest is organized every year regularly wherein students of the department actively participate in various activities and also win prizes.
- e) Placement Cell of the Department, under the charge of Dr. Sarita Dahiya, organized Extension Lecturers, provided Guidance and Counselling services.

7) Innovative Practices

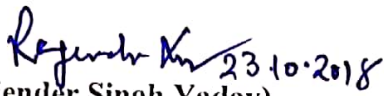
- a) To create a positive impact on the functioning of the department, the use of internet, journals, participation in seminars / conferences / workshops, refresher courses and orientation programme was a regular feature of the Department.
- b) Emphasis was being given on development of professional and human skills through internship and self development programme.
- c) Students were assigned the task to write one 'Thought of the Day' daily on the Notice Board of the Department.

Rajendra Singh 23-10-2018

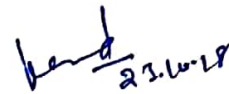
Handwritten signature

Handwritten signature 23/10/18

- d) Due emphasis was being given on cleanliness. The students of the Department participated in Swatch Bharat Internship programme during summer vacations.
- e) The Department was providing research consultancy to the neighbouring educational institutions running M.Ed. programme where faculty from the department participated in workshops as Resource persons.
- f) Annual Parent Teacher meeting was being organized in the Department to take the feedback and suggestions from the Parents.
- g) Department has been following the Anti Plagiarism Policy which is integral component of publication of Ph.D. thesis as the mandatory condition of Ph.D. programme so as to promote academic honesty.

 23.10.2018

(Rajender Singh Yadav)
Professor of Education
Dean, Faculty of Education
Kurukshetra University, Kurukshetra
Outside Expert

 23.10.18

(Vandana Punia)
Professor of Education
Academic Staff College,
G.J.U S&T, Hisar
Outside Expert

 23/10/18

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



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

-127-

MAHARSHI DAYANAND UNIVERSITY, ROHTAK
DEPARTMENT OF GENETICS

**MINUTES OF THE MEETING OF THE COMMITTEE TO CONDUCT ACADEMIC AUDIT FOR THE YEAR 2017-2018 OF
THE DEPARTMENT OF GENETICS HELD ON 05.11.2018 AT 11.00 A.M.**

The meeting comprising of following members was held on 05.11.2018 at 11.00 A.M. in the Office of Head, Department of Genetics for Academic Audit of the Department.

1. Prof. Pushpa Dahiya . : Dean, Faculty of Life Science, M.D.U Rohtak
2. Prof. Neelam Rani : Outside Expert
Deptt. of Molecular Biology,
Biotechnology & Bioinformatics,
HAU.
3. Dr. Arun Sharma : Outside Expert
Director,
Directorate of Forensic Sciences
SFSL, Junga (H.P)

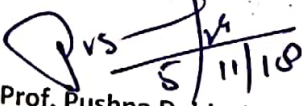
A report about the course offered, availability of research facility and achievements was made by Head of Department. Following observations were made by committee members including the panel of outside experts –

1. Department is running of two M.Sc. courses, M.Sc. Genetics and M.Sc. Forensic Science with Choice Based Credit System as per UGC requirement. These courses include core, elective and open options as per CBCS.
2. Class rooms are equipped with multimedia, projector and other teaching aids such as power point presentation, demonstration of online teaching materials through internet. The department is fully connected with internet, updated PCs, printers, scanners and photocopier machine.
3. Each faculty member is actively involved in teaching and research. Presently, three research projects are running in the Department with financial assistance from ICMR and R.K. Funds etc. The total cost of running projects is Rs. 74 lacs.
4. The Department also has support from UGC, New Delhi under Innovative and UGC-BSR grant of Rs. 21.0 lakhs for infrastructure, conference, teaching and research activities.
5. Research laboratories are equipped with specified instruments such as GC-Mass, HPLC, FTIR, 2D electrophoresis, Microplate Reader, PCR, Gel-Documentation system, Deep Freezers (-80°C and -20°C), UV-VIS spectrophotometer, Lyophilizer Fluorescence microscope etc.
6. There are 26 research fellows including 16 SRF, 01 JRF and 07 URS in different research laboratories.
7. Students passed out from the Department are doing satisfactorily in various fields. Four students qualified UGC-CSIR NET in the year 2017-18. Our research scholars were also able to win Women Scientist DST.
8. Department has collaboration with one International level collaboration at Monash University, Melbourne, Australia and other institutions in India such as Internal Centre for Genetic Engineering and Biotechnology, New Delhi; Banasthali University, Rajasthan; Pt. B.D.S. University of Health and Sciences, Rohtak; FSL, Madhuban; SFSL, Junga (H.P.) for training programmes every year.

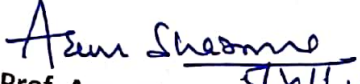
9. The Department has IQAC cell which regularly monitor the teaching and research quality evaluation and student support through feedback from students and parents, student-teacher interaction and motivational lectures.
10. Faculty members published a total of 32 research papers in journal of national and international repute and also attended various international and national conference/seminar/workshop.
11. Department of Genetics also organized National level Conference under UGC Innovative program and Workshop on Forensic Science under R.K. Funds.

Recommendations -

- Committee appreciated and congratulated the teaching faculty of Deptt. of Genetics for :
- i. Running two M.Sc. courses i.e. M.Sc. Genetics and M.Sc. Forensic Science.
 - ii. Running major research projects i.e. UGC Innovative programme, UGC -SAP and DST FIST. Besides this some faculty members are also having independent research projects.
 - iii. Disseminating knowledge to the students with the help of latest educational tools like LCD presentation, power point and internet.
 - iv. Publishing good research work in various international and national journals of repute despite of severe scarcity of space in the department.
 - v. During the visit, it was observed that there was insufficient space for i) Teaching/research lab. ii) Keeping sophisticated equipment. Adequate spaces for the said purpose be provided at the earliest on priority basis.
 - vi. M.Sc. Courses can be further strengthened by adding new specialization in M.Sc. Forensic Science course and with few more specified types of equipments and specialized teaching laboratories.


(Prof. Pushpa Dahiya)
Dean, Life Sciences


(Prof. Neelam Rani)
Outside Expert


(Prof. Arun Sharma)
Outside Expert

MINUTES OF THE MEETING OF ACADEMIC AUDIT OF THE DEPARTMENT OF ENVIRONMENTAL SCIENCES HELD ON 26.10.18 AT 11.00 AM

A meeting of the Academic Audit of the Department of Environmental Sciences was held on 26.10.18 at 11.00 AM. The following members were present.

- | | |
|--|--------------------------------|
| 1. Prof. Pushpa Dahiya | Dean, faculty of Life Sciences |
| 2. Prof. N.R. Bishnoi
Department of Env.Sc & Engg.
Guru Jambheshwar University of
Science and Technology, Hisar, Haryana. | Outside Expert |
| 3. Prof. Ashok Aggarwal
Department of Botany
Kurukshetra University, Kurukshetra, Haryana. | Outside Expert |
| 4. Prof. Jitender Singh Laura
Department of Env.Sc.
Maharshi Dayanand University, Rohtak, Haryana. | Chairman |

The chairperson of the department made a presentation about the departmental activities including course curriculum of M.Sc. Environmental Sciences and M.Sc. Environmental Biotechnology, research activities and infrastructural facilities. The experts visited the class rooms, laboratories and interacted with the students and faculty members of the department.

The following observations were made:

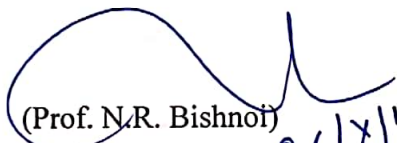
- The team observed that the department has got the research funding of approx. 80 lakhs from external agencies. However, less than half of the faculty members have the research projects. The other faculty members should also strive to submit and get the major research projects.
- Four of the faculty members of the department had contributed in the development of e-content in ePG pathshala programme of the MHRD and they had gone for recording of their lectures, which are now available online through INFLIBNET.
- The faculty members of the department has approximately 40 publications as research papers in journals, 10 book chapters and 10 papers in conference proceedings in last three years. However, the faculty members should strive to get papers in UGC approved list/SCI/SCOPUS indexed journals with impact factors.
- Meterological observation station has been installed in the department in collaboration with IMD, which is strengthening the teaching and research activities.
- The department is regularly conducting Environment awareness campaigns and tree plantation drives in collaboration with NGOs for the welfare of the society and also playing social citizenship role.
- The team observed that the maximum number of faculty members of the department are working on heavy metals and two Atomic absorption spectrophotometers are available in the department, but, still the department is practising open acid digestion. This open digestion is not a healthy and environment friendly technique plus good quality journals


wouldn't accept the papers based on open acid digestion. So, it is highly recommended that the department should attempt to purchase microwave digestion system.

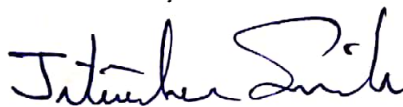
- For the 100 students in the department, more number of computers (presently 10) are required with internet facility. In addition there should be some basic licensed software of statistics and GIS in the computer laboratory.
- There should be special emphasis on student placement and the department should organise industry/entrepreneurship drives for the students.
- The credit seminar should be included in the syllabi of previous and final year M. Sc Environmental Science and M.Sc Env. Biotechnology.

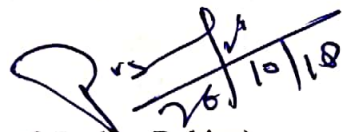
Further, the team had a look over the previous years audit reports and pointed that in spite of repeated suggestions still the fire fighting equipment are not installed in the department and there is no provision of ramp/lift in the building and rest/wash rooms for specially abled persons.

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


(Prof. N.R. Bishnoi) 26/11/18
outside expert)


(Prof. Ashok Aggarwal) 26/11/18
(outside expert)


(Prof. Jitender Singh) 26/10
HOD


(Prof. Pushpa Dahiya)
Dean Fac. of Lifesc.

-131-



MAHARSHI DAYANAND UNIVERSITY, ROHTAK
(NAAC Accredited 'A' Grade University)
DEPARTMENT OF PUBLIC ADMINISTRATION

The Meeting of the Academic Audit Committee (AAC) was held on October 30, 2018 at 12.00 noon in the office of the Head, Department of Public Administration, M.D. University, Rohtak.

The following Members of the Committee attended the Meeting:

- | | | |
|-------------------------|-------------------------------------|----------------|
| 1. Prof Nina Singh | Dean, Faculty of Social Sciences | Convenor |
| 2. Prof Rumki Basu | Jamia Millia Islamia, New Delhi | Outside Expert |
| 3. Prof Manjusha Sharma | Kurukshetra University, Kurukshetra | Outside Expert |

Criteria-wise Report of the Academic Audit Committee 2017-18 is as follows:

Sr. No.	CRITERIA	OBSERVATIONS OF THE COMMITTEE																				
1	CURRICULUM ASPECTS	<p>The Department has revised following syllabi during the academic session 2017-18:</p> <table border="1"><thead><tr><th>Sr. No</th><th>Course</th><th>Name of the Paper</th><th>Syllabus Revised/New Paper Introduced</th></tr></thead><tbody><tr><td>1.</td><td>M. Phil, Ph.D. & URS Entrance Exam</td><td>All Papers</td><td>Syllabus Revised</td></tr><tr><td>2.</td><td>M. Phil</td><td>All Papers</td><td>Syllabus Revised</td></tr><tr><td>3.</td><td>Ph. D Course Work</td><td>All Papers</td><td>Syllabus Revised</td></tr><tr><td>4.</td><td>M. A Final (3rd & 4th Semester)</td><td>All Papers</td><td>Course Restructured as per CBCS Pattern and new as well as optional papers introduced</td></tr></tbody></table>	Sr. No	Course	Name of the Paper	Syllabus Revised/New Paper Introduced	1.	M. Phil, Ph.D. & URS Entrance Exam	All Papers	Syllabus Revised	2.	M. Phil	All Papers	Syllabus Revised	3.	Ph. D Course Work	All Papers	Syllabus Revised	4.	M. A Final (3 rd & 4 th Semester)	All Papers	Course Restructured as per CBCS Pattern and new as well as optional papers introduced
Sr. No	Course	Name of the Paper	Syllabus Revised/New Paper Introduced																			
1.	M. Phil, Ph.D. & URS Entrance Exam	All Papers	Syllabus Revised																			
2.	M. Phil	All Papers	Syllabus Revised																			
3.	Ph. D Course Work	All Papers	Syllabus Revised																			
4.	M. A Final (3 rd & 4 th Semester)	All Papers	Course Restructured as per CBCS Pattern and new as well as optional papers introduced																			
2	TEACHING-LEARNING AND EVALUATION	<p>There is a lot of improvement in the Teaching – Learning and Evaluation of the Department. Wi-fi has already been installed in the department for the benefit of the students, research scholars and teachers of the department. The teaching practices of the department are satisfactory. Teachers make extensive use of ICT facilities. Some</p>																				

Nina Singh
30.10.18

		of the teachers have also been using Whatsapp for delivering their notes and other information. Students are also exposed to the latest teaching skills. Students are required to make their presentations by using the ICT facilities in the department. Evaluation is done on the basis of student's participation in the class room activities, his/her academic performance in the class and mock tests and their overall behaviour. It is mandatory for every student of the department to make presentations before the class.
3	RESEARCH, CONSULTANCY AND EXTENSION	<p>All the teachers are engaged in guiding research work of Ph. D. & M. Phil students. The teachers and research scholars of the department are actively engaged in research and extension activities. The following research activities performed by the teachers of the department regarding research publication, participation in seminars/conferences/workshops during 2017-18 are as follows:</p> <ul style="list-style-type: none"> • Papers Published in National Journals: 06 • Articles Published in Panchayati Raj Updates: 11 • Study Matter written for PRIs Certificate Course: 04 • Papers Presented in International Seminars/ Conferences: 07 • Papers Presented in National Seminars/ Conferences: 08 • Resource Persons in Seminars/ Conferences/ Workshops: 15 • Teachers of the Department also motivate students and research scholars to participate in conferences and seminars and also publish papers in research journals. • One teacher of the Department has completed Refresher Course successfully with 'A' grade organized by HRDC, BPS Women University Khanpur Kalan, Sonipat, (January 29, 2018 to February 19, 2018).
4	INFRASTRUCTURE AND LEARNING RESOURCES	<p>The Department has fairly sufficient infrastructure. The Department has one LCD projector for the students and one smart podium. Every teacher of the Department is provided with a computer, printer, UPS, internet connection and other essential facilities. The teachers and students of the Department can access the University Library and its e-resources online from the Department or from their respective hostels or homes. University Library also subscribes to the online data sources and e-books and e-journals which are available to the teachers, research scholars and students.</p>
5	STUDENT SUPPORT AND PROGRESSION	<p>The Department provides support to the students in a variety of ways. In the beginning of the session various committees are being formed</p>

N. S. Singh

6	INNOVATIVE PRACTICES	<ul style="list-style-type: none"> • The Department involves students in different committees for organizing various events in the Department. This would bring a sense of responsibility amongst the students. • Students are motivated to take decisions with regard to the problems of the Department so that they can learn the decision-making skills. • Students of the Department are also engaged in the discharge of administrative duties of the Department. • The feedback and observations from students, parents and alumni have been considered for the Departmental growth and betterment. • "Havan" Programme on the commencement of the session is a regular feature of the Department for inculcating the ethical and spiritual values among the students. • A grievance and suggestion box is available with the Department to redress their problems and considering their suggestions by preserving the anonymity. • Group discussions have been conducted in the tutorial periods related to the social, political and administrative issues. • A Biannual progress report has been presented by the Ph. D students before the open house comprising of the teachers and students of the Department.
---	-----------------------------	--

Departmental Vision & Mission:

Vision

To serve the Indian and global society by creating and sharing knowledge in an innovative, inclusive, and collaborative learning-centred environment

Mission:

"Continue to strive towards Excellence"

- Learn with passion, discover with purpose, create lasting value, and transform lives.
- This mission reflects our efforts to expand student learning, improve faculty research and knowledge as well as become more active stewards in society.

		<p>under the chairmanship of a teacher in charge. These committees provide every support to the students ranging from the personal to the academic needs of the students, career development, training, sports, culture, research, social and economical etc.</p> <p>Students have been motivated for Participation in quiz, collage making and slogan writing. During the academic session 2017-2018, Women Study Centre organized multi thematic programmes and our students Mr. Sunny Hooda and Mr. Ajay Yadav's team got first prize in quiz contest, Miss. Archana M.A (Final) stood first in collage making and Miss. Minakshi M.A (Hons) 2nd semester student received a consolation prize in this event. A speech competition was organized by the Department of Botany, MDU Rohtak and our student Mr. Mohit M.A. (Hons) 4th semester Participated in the same.</p> <ul style="list-style-type: none">• A Departmental quiz on Indian Constitution and Administration was organized by the Department on September 13, 2017.• An Inter Department and College Debate was organized by the Department on October 6, 2017.• Department organized an interactive session of students with Superintendent of Police, Rohtak regarding Role of Police in maintaining Law and Order on November 11, 2017.• An educational tour was organized from Rohtak to Manali by the Department on October 25-30-2017.• Motivate students for Participation in outreach Programmes• Students participate in different committees for organizing the different programmes and events of the Department.• Most of the Ph. D. Students of the Department are engaged in the active teaching in the Department.• The Department initiates in organizing of the Induction Programme, fresher's'/farewell party and celebrations of National festivals.• One teacher of the Department is in-charge of Career Counseling and Placement Cell as well IQAC Officer for encouraging students' participation in career counseling and placement related programmes organized by the university.• Alumni meet was organized in the Department on April 5, 2018.
--	--	---



Although the Committee is fully convinced about the capabilities of the Public Administration Department and places on record its academic achievements during the session 2017-18, yet the Committee wishes to make the following observations and suggestions for further improvements and faster development of the Department:

1. The Department of Public Administration is making sincere efforts for overall growth and development of students. The Department of Public Administration is the first ever Department in India regarding the starting of M.A.(Hons.) 5-Years Integrated course with various timely and important specializations. This course has a provision for award of dual degree (B.A. (Hons) + M.A. (Hons) in Public Administration). It means a student can exit after completing the three years as the B.A. (Hons) in Public Administration and if he/she completes 5 years then he/she will be awarded with degree of M.A. (Hons) in Public Administration. In this course a student has to opt for one optional stream from the 8 streams i.e. Advanced Public Administration, Governance and Administration, Social Welfare Administration, Labour Welfare Administration, Disaster Management and Administration, Banking and Insurance Administration, Police Administration and Human Rights. Each of the above given specializations have four papers from which a student has to opt two papers in 9th semester and remaining two papers in 10th semester.
2. The Department has a clear idea about its long term and short term objectives.
3. Up to the previous year most of the records in the Department was found in files and in hard form. This year the Committee noticed that most of the record has been computerized. In view of the increasing computerizations and infrastructural facilities available in the department, the departmental record must be fully computerized.
4. A Departmental library with computer facility should be established in the Department premises, so that all the teachers, research scholars and other students can utilize the books, journals and e-resources like e-library, e-data sources and other internet facilities.
5. The field trips are lacking in the Department. Students must be taken to various administrative offices, industries and different social set ups so as to expose them to different environments. Workshop on Research Methodology for updating students about the Tools and Techniques etc. should be organized in the Department regularly.
6. Teaching through PPT Presentation should be preferred in all the classes.
7. Smart Classrooms should be developed as soon as possible.
8. Model/Mock or Administrative Governance should be established for creating a simulation of the working Administrative offices as an educational tool to promote understanding the working of an administrative office.
9. Department must also engage itself in more outreach programmes so that the benefit of the research and education may be delivered to the society at large. The Department can organise programmes and workshops in the nearby villages to educate villagers about the cashless transactions and other schemes of the government.
10. The Department may initiate the signing of MoU with different administrative and training organizations for fruitful results of the departmental efforts.

11. The vacant posts of the department must be filled as soon as possible and more posts should be sanctioned for the M.A. (Hons.) course for proper & smooth functioning of the Department. Presently, there are only three teachers (2 Professors and 1 Assistant Professor) working as regular faculty and three teachers (2 Public Administration & 1 Sociology) have been appointed as Guest faculty in the department.

This Department has the potential to develop as a Centre excellence for Public Policy, Governance and Administrative Studies.

Rumki Basu
(Prof. Rumki Basu)
External Expert

Manjusha Sharma
(Prof. Manjusha Sharma)
External Expert

Nina Singh
30.10.18
(Prof. Nina Singh)
Dean, Faculty of Social Sciences