

**MINUTES OF THE MEETING OF ACADEMIC AUDIT COMMITTEE
(AAC) IN GEOGRAPHY HELD ON June 14, 2017 (THURSDAY) AT 11:30
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 for the session 2014-15 was held on 14/06/2017 in the office of the Head, Department of Geography.

The following members of the committee were present:

- | | | |
|----|--|-------------------------|
| 1. | Prof. S.P.Kaushik, Dept of Geography, Kurukshetra University, Kurukshetra | Member (Outside Expert) |
| 2. | Prof. M.A. Siddiqui, Dept of Geography, Jamia Millia Islamia New Delhi | Member (Outside Expert) |
| 3. | Prof.Promila Batra, Dean Faculty of Social Sciences, M.D. University, Rohtak | Member |

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

The committee made the following observations/recommendations:-

Curriculum Aspects

- a) The following six courses were running in the Department in the session 2014-15:
- M.A.Geography (2 years) Programme with an usual intake of 50 students.
 - M.Sc. Geoinformatics (2-Year) Final year with an intake of 20 students
 - PG. Diploma in Remote Sensing and GIS with an intake of 15 students
 - M.Phil. (Geography) with an intake of 15 students
 - Pre-Ph.D. (Geography) with an intake of 10students
 - Ph.D. (Geography)
- b) The syllabi of all the above mentioned courses are mainly in accordance with UGC curriculum. As a result, more than 20 students qualified the NET/JRF (UGC). All the

- courses focus on employability and development aspects and were last revised in 2012-13.
- 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 2014-15 reveals that the students have rated the department in the "Good" category giving an average 2.73 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 good accessibility to meet the HOD as well as all the other members of faculty whenever required.
 - Library is very rich so far as the quantity and the quality are concerned and being used by the students regularly which help them enrich their knowledge in the profession/life.
 - The students apprised the committee that there should be more number of instruments in the lab and also reported overlapping of syllabus in few courses offered in different semesters.
 - Proper notice of teachers on leave should be given to students.

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 a total 773 applications against 107 seats all together in the department.
 - ii) 628 applications were received against 50 seats of M.A. Geography (2 year programme)
 - iii) 169 applications were received against the total available 33 seats for M.Phil./Pre.Ph.D/.
- b) Apart from regular examinations, the Department strictly follows University norms for continuous evaluation of students in the form of class tests, assignments and regular presentations.
- c) Department has 12 faculty members, which includes 10 Professors and 02 Associate Professors.
- e) Out of 12 teachers, 10 are Ph.D. degree holders and two others are pursuing their Ph.D.
- f) Teacher- student ratio is 1:16.1.
- g) Teacher-Research Scholar ratio is about 1: 4.

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 papers published by them .
- b) Most of the faculty members have participated in seminars/conferences/workshops and delivered invited lectures also during 2014-15.
- c) A fund of Rs 71 lakhs has been sanctioned by the U.G.C. under SAP (DRS-I).
- d) A fund of Rs. 20 lacs has been sanctioned to the department under the scheme UGC-BSR for infrastructure to enhance infrastructure facilities in the Department.
- e) One Major Research Project from UGC entitled "Impact of climate change on water resources of Haryana" has been successively completed.
- f) Three other 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.
- b) Students are encouraged to e-learning with the help of internet facilities in the Department
- c) As many as 35 students were pursuing their Ph.D. degree during 2014-15.

Students Support and Progression Aspects

1. Drop out ratio is very less i.e. 10 per cent.
2. Though the department has established Career Counselling and Placement Cell and under the charge of the faculty member but major dependence is on University Career Counselling and Placement Cell.

Innovative Practices

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

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

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

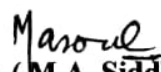
The very basic thing done for the quality sustenance and quality enhancement is the preparation and publication of academic calendar at the very opening of academic year. The teachers devote their time in personal counselling and encourage the students for various socio-cultural, political and moral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


The efforts are made by the department to have good co-ordination and harmony among the teachers and students. Students organise and manage two cultural party every year one welcome party and other farewell party. The best practices of the Department are the regular updation of syllabi and encouragement for research.

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

- The Department needs adequate space.
- The Department should form Alumini Association at departmental level and should hold its meeting regularly.
- There should be a separate suitable place for the research scholars with provision of adequate sitting facility, electricity/internet connections and lockers etc.
- Proper notice of teachers on leave should be given to students.


(S.P. Kaushik)


(M.A. Siddiqui)


(Promila Batra)

**REPORT OF THE ACADEMIC AUDIT COMMITTEE(AAC) THAT
EDITED THE DEPARTMENT OF COMPUTER SCIENCE &
APPLICATIONS, M.D.UNIVERSITY ROHTAK ON 19.05.2016 AT 10.00
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 19.05.2016 in the Seminar Room of the Department and the following members were present:

1. Prof. Vikram Singh,
Department of Computer Sc. & Appls.,
Ch. Devi Lal University, Sirsa.
2. Prof. M.N. Hoda,
Director, Institute of Computer Applications and Management,
Bharti Vidyapeeth University, A-4, Paschim Vihar, New Delhi.
3. Prof. K. K. Verma,
Dean, Faculty of Physical Sciences,
M.D. University, Rohtak.

The Head of the Department made a comprehensive presentation of the profile of the Department highlighting all the achievements of faculty members, students' record and all other facilities. The members of the AAC interacted with the faculty members and browsed students' feedback about teaching, research and other facilities and activities in the Department. The AAC took a stock of the Annual Department Reports and the achievements of the faculty members for the academic year 2014-15 & 2015-16 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 three courses are being run in the Department
 1. MCA-Three year Programme
 2. M.Tech. (Computer Science)-Two year Programme
 3. M.Sc. (Computer Science)
 4. Ph.D. (Computer Science)
- b) The syllabi of all the courses mentioned are mainly in accordance with UGC/AICTE curriculum. As a result reasonably good placements of eligible and interested students were witnessed apart from about 10-12 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 2014-15 and 2015-16 reveals that the students have rated the Department in the Good category giving average 2.8 &



2.6 score (Good) out of the maximum score of 4 in the session 2014-15 and 2015-16 respectively.

- d) The students have free accessibility to meet 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 9812 books. It is pertinent to mention here that there is a subscription of hardcopy as well as online journals. In addition to these 20 Journal and Magazines are available in the Library in the shape of hardcopy.

LIST OF HARDCOPY JOURNALS/MAGAZINES FOR THE SESSION 2014-15 AND 2015-16

| Sr. No. | Name of the Journal | Address |
|--|---|--|
| Foreign Journal | | |
| 1. | IEEE Transaction on software Engineering | IEEE Computer Society, 10662, Los Vaqueros Circle, PO Bos 3014, Los Alamitos, CA 90720 |
| 2. | International Journal of Dataware Housing and Mining | IGI Global Customer Service, 701 E, Chocolate Avenue, Hershey, PA 17033-1240 USA |
| Journal of Information Technology | | |
| 1. | International Journal of Computer Science & Information Technology | |
| 2. | International Journal of Advance in Software Engg., | |
| 3. | International Journal of Computer Sc., Software Engg., & Electrical Communication | |
| 4. | International Journal of Computer Sc. & Software Technology | |
| 5. | International Journal of Software Engg., & Computing | |
| 6. | International Journal of Dataware Housing | |
| 7. | International Journal of Intelligent Information Processing | |
| 8. | International Journal of Computer Sc., System Engg., & Information Technology | |
| 9. | International Journal of Computer, Information Technology and Engineering | |
| 10. | International Journal of Data Analysis & Information System | |
| Indian Journal/Magazines | | |
| 1. | Chip | INFOMEDIA 181b TD 'A; Wing, 2 nd Floor Ruby House, JK Sawant Marg, Dadar (W), Mumbai-400028 |
| 2. | CSI Communication | Computer Society of India 122, TV Industrial Estate, SK Ahire Marg, Worli, Mumbai-400030 |
| 3. | Journal of CSI | -do- |
| 4. | Computer Sanchar (H) | Inida Publications Ahluwalia Business Centre, 2652, Stuti Building Bank Street, Karol Bagh, New Delhi-110009 |
| 5. | Data Quest | Cyber House, B-35, Sector-32, Institutional, Gurgaon-122002 (Haryana) |
| 6. | Living Digital | -do- |
| 7. | Express Computer | The Indian Express Newspaper Ltd. Business Publication Division, 1st Floor, Express Towers, Nariman Point, Mumbai-400021 |
| 8. | Linux for You | EFY Enterprises Pvt. Ltd., D-87/1, Okhla Industrial Area, Phase-I, New Delhi-110020 |

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.

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

Teaching-Learning and Evaluation Aspects

- a) Every year admission to MCA-three year programme is made by HSTES through online test/counseling.
- b) The admission to M.Tech. (Computer Science) was made during the session 2014-15 & 2015-16 by the UIET. Centralised admission is made by the University for M.Tech. programmes offered by DCSA and UIET.
- c) The admission to M.Sc. (Computer Science) were made by the Department of its own during the session 2014-15 and 2015-16.
- d) Apart from regular examinations, the Department strictly follows University norms for continuous evaluation of students in the form of class tests, assignments and regular presentations.
- e) Tutorials/remedial classes are also conducted for the overall academic improvement of the students.
- f) The Department organized time to time extension lectures/seminars/workshops by IT/Software Development companies as well as reputed experts from academia from the neighboring University to improve the technical and soft-skills of the students.
- g) Department has 08 regular faculty members, which includes two Professors and six Assistant Professors. Moreover, the Department has three guest faculty members.
- h) Teacher students ratio is about 1:25.
- i) Average Teacher –Research scholar ratio is about 1:4.

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 95 number of research papers during the academic year 2014-15 and 2015-16, and five books. (See Annexure-A)
2. Most of the faculty members have participated in seminars/workshops and delivered invited lectures also during 2014-15 and 2015-16. (See Annexure-A)
3. Department organized the Expert Sessions/Workshops as per details given below during the session 2014-15 and 2015-16:

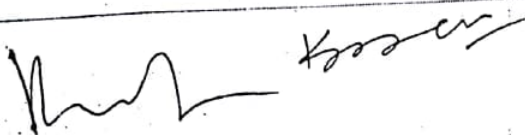


| Name and affiliation of the guest speaker | Topic of the Extension Sessions/Workshops | Date | Participants |
|--|---|------------|--|
| LEO Infortech, Janakpuri, New Delhi | JAVA Technology | 18.09.2014 | All the students of the Department and Faculty Members of the Department |
| Web Tek Labs New Delhi | Cloud Computing and Deployment | 30.09.2014 | -do- |
| DUCAT Pvt., Ltd., Noida | Personality Development & Soft Skills | 10.11.2014 | -do- |
| Webtek Pvt., Ltd., New Delhi | Communication Skills | 12.11.2014 | -do- |
| Acrolet Pvt., Ltd., New Delhi | Interview and Softskills | 18.11.2014 | -do- |
| With the collaboration of Career & Placement Cell of MDU | Software Project & Quality Management and Job Seeking | 13.02.2015 | -do- |
| Prof. Shahid Ahmad, Deptt. of Economics, Jamia Milia Islamia, Delhi. | Research Methodology | 30.03.2015 | -do- |

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 | 28.02.2015 | <i>"Emerging Innovative Computing Technologies and ICT for Development-2015"</i> (NCEICT & ICTD-2015) | Approx. 250 alongwith faculty members and students. |

4. The Department was conferred the Excellent Department Award in Haryana by CMAI during National Haryana Education Award-2014 ceremony held at Guru Jambheshwar University of Science & Technology, Hisar.
5. Teachers of the Department are invited as resource person in the refresher/orientation courses in the session 2014-15 and 2015-16.
6. Faculty members were invited by the various Colleges/Institutions/Universities for delivering Extension Lectures/Expert sessions.

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

Infrastructure and Learning Resources Aspects

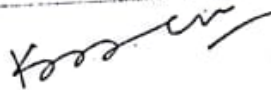
- a) The Department is well equipped in terms of Computer Labs, the Department library shared with UIET in addition to Central Library, Well equipped Class Rooms and other support systems. The Department has come-up with one additional Computer Lab and as of now there are more than 139 computers, 20 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 22-Research Scholars enrolled for Ph.D. Seven students were enrolled for the Ph.D. programme during 2014-16 and one candidate has been awarded Ph.D. degree in the session 2014-15.

Strengths of the Department

- i) The Department is well equipped in terms of Computing facilities, Audio-Visual aids and other necessary support systems.
- ii) CBCS has been introduced in all the programs of the Department w.e.f. the session 2016-17.
- iii) The Department is doing its best in terms of academic curricula & its delivery in tune with the needs of Software Industry. The students are quite satisfied and the placement records are good.
- iv) The faculty is competent and producing good numbers of publications as well as guiding Ph.D. students.
- v) The Department introduced the M.Sc. (Computer Science) programme from the session 2014-15 and the Department has potential to introduce some more courses in the interest of the students.

Innovative Practices

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




Every basic thing done for the quality enhancement done by the university is the presentation 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 teacher. The best practices of the Department are the regular updation of syllabi and encouragement for research.

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

- a) **Faculty Positions:** The University needs to fill the existing two vacant faculty positions. More faculty positions in view of the requirements of additional workload of M.Tech. (Computer Science) and M.Sc. (Computer Science) programmes. So, the Department is short of 4 (02 Associate Professor and 02 Asst. Professors) for M.Tech. (Computer Science) under budgeted scheme and 05 Asst. professors for M.Sc. (Computer Science) under SFS regular faculty whose workload is being shared by the guest faculty and existing faculty.
- b) **Research and Collaboration:** The Department may initiate International Collaboration for research and faculty development. Faculty needs to focus on quality publication preferably in SCI-, SCOPUS-indexed, etc. and also to have Research Projects from IGC, DST or other Govt. agencies.
- c) **New Building:** The Department has 8 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 more than 250 & 210 students for the session 2014-15 and 2015-16 respectively. Further, only five class rooms and one computer lab is available. Further, the AAC recommends that there should be separate building for the Department which will be more beneficial to the students and the Department in order to accommodate some more programmes that would required 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)


(VIKRAM SINGH)


(K. K. VERMA)

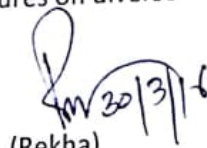
DEPARTMENT OF ENGLISH AND FOREIGN LANGUAGES

Report of the Academic Audit Team

The team comprising Prof. Brajesh Sawhney, Prof. Rekha and Prof. Rohini Aggarwal visited the Department of English & Foreign Languages, M.D. University, Rohtak for academic audit of the department for the session 2014-15 on 30.03.2016 at 2.30 p.m. The Committee feels that the department, having already produced 70 Ph.D.s and currently with 49 Ph.D. students, is a major and strong department with qualified and active faculty engaged in research and teaching offers half a dozen courses. The English Literary Society of the Department and the participation of the faculty of the department in National/International Seminars and Conferences is appreciable. The Department must keep organizing International Seminars/Conferences. The Committee feels that the following steps may be initiated to strengthen the necessary infrastructure in the department:

- (i) To introduce Research Methodology component at Post -Graduate (M.A.) level.
- (ii) To introduce translation as a project component at M.A. level.
- (iii) To introduce Book Review as a component in one paper.
- (iv) The department should participate in Fulbright Exchange programme by inviting Fulbright Senior Specialists and sending students from the department for FLTA and Pre-doctorate.
- (v) To have more Extension lectures on diverse topics.


30-3-16
(Brajesh Sawhney)


30/3/16
(Rekha)


30-3-16
(Rohini Aggarwal)

MINUTES OF THE MEETING OF ACADEMIC AUDIT COMMITTEE (AAC) IN MATHEMATICS HELD ON 16th MARCH 2016 (WEDNESDAY) AT 11:00 A.M. IN THE OFFICE OF HEAD, DEPARTMENT OF MATHEMATICS, MAHARSHI DAYANAND UNIVERSITY, ROHTAK

A meeting of the Academic Audit Committee (AAC) consisting of the following members to carry out the Academic Audit of the Department was held on 16/03/2016 in the office of the Head, Department of Mathematics.

The following members were present:

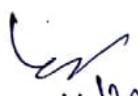
- | | | |
|----|--|-------------------------|
| 1. | Prof. Kuldeep Bansal Dept of Mathematics, GJU, Hisar | Member (Outside Expert) |
| 2. | Prof. Aseem Miglani Dept of Mathematics CDLU, Sirsa | Member (Outside Expert) |
| 3. | Prof. V.K. Sharma Dean Faculty of Physical Sciences, M.D. University, Rohtak | 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 Department. The committee has gone through the Annual Departmental Report, Departmental profile (ANNEXURE - I), Self-Evaluative Report (ANNEXURE - II) and the achievements of the faculty members for the academic year 2014-15 (ANNEXURE - III) placed by the Head of the Department to the AAC.


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

Curriculum Aspects

- a) The following five courses were running in the Department in the session 2014-15:
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 15 students
 5. Ph.D. (Mathematics)


16/3/16


16/3/16


16.3.16

- b) The syllabi of all the above mentioned courses are mainly in accordance with UGC curriculum. As a result, more than 14 students qualified the NET, JRF (UGC-CSIR) and GATE Tests. Scheme and Syllabi of M.Phil and course work for Ph.D. programme were revised during the session with a change of duration of M.Phil from one year to one and half year from the session 2015-16. The department is also working on introducing Choice Based Credit System (CBCS).
- 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 2014-15 reveals that the students have rated the department in the "Very Good" category.

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

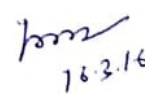
- The students have free accessibility to meet the HOD as well as all the other faculty members whenever required.
 - Library is very rich so far as the quantity and the quality are concerned and being used by the students regularly which help them enrich their knowledge in the profession/life.
- e) 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 1474 applications against 120 seats together of M.Sc. Mathematics (60 seats) and M.Sc. Mathematics with Computer Science (60 seats).
 - ii) 812 applications were received against 60 seats of 5-Year Integrated M.Sc. (Hons) Mathematics course.
 - iii) 151 applications were received against the total available 15 seats for M.Phil.
 - iv) 86 applications were received against the total available 08 seats for Ph.D. Programme/ URS


16/3/16


16/3/16


16-3-16

- b) Apart from regular examinations, the Department strictly follows University norms for continuous evaluation of students in the form of class tests, assignments and regular presentations.
- c) Tutorials/Remedial classes are also conducted for the overall academic improvement of the students.
- d) Department has 18 faculty members, which includes 09 Assistant Professors, 01 Associate Professors, 07 Professors and 01 Professor Emeritus.
- e) Out of 18 teachers, 15 were Ph.D. degree holders and the others were pursuing their Ph.D.
- f) Teacher students ratio was about 1:35.
- g) Teacher-Research Scholar ratio was about 1: 3.


Research Consultancy and Extension Aspects

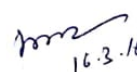
- a) The faculty members of the Department are actively engaged in the research activities which is evident from the total number of research papers published till 30th June 2015, the number of papers published in the session 2014-15 and also from the number of Ph.D.s awarded during 2014-15. The research and academic contribution by the existing teachers of the department is

| Period | Number of papers published in journals | Number of Chapters in Books | Number of Books Edited | Number of Books with ISBN with details of Publishers | Number of Papers in Proceedings of the Conferences |
|-----------------|--|-----------------------------|------------------------|--|--|
| Till 30-06-2015 | 475 | 09 | 08 | 11 | 67 |
| 2014-15 | 65 | - | - | 04 | 05 |

- b) Most of the faculty members have participated in seminars/conferences/workshops and delivered invited lectures also during 2014-15. Papers by the teachers were presented in 07 conferences/seminars and talks were delivered in 12 conferences during the session 2014-15.
- c) Two **Minor research projects** entitled “ Fuzzy Sets and Fuzzy Logic : Theory and Applications” and “Fixed Point and Best Approximation Theory” sanctioned by University Grant Commission were successfully completed during the session 2014-15.


16/03/16


16/3/16


16.3.16

- d) Some faculty members of the Department are engaged in collaborative research work in India and Abroad.
- e) Teachers of the department are invited as resource persons in the refresher/orientation courses.
- f) 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 2014-15, the department was having 190 computers in its two labs and 20171 books in its Departmental Library in addition to thousands of books and hundreds of Journals in Mathematics available in the Central Library of the University.
- b) Students are encouraged to e-learning with the help of internet facilities in the Department
- c) As many as 42 students were pursuing their Ph.D. degree during 2014-15.

Students Support and Progression Aspects

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

Innovative Practices


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

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

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


16/3/16


16/3/16


16.3.16

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 extra revisions, remedial classes, educational tours and guest/extension lectures. The teachers motivate the students to follow reference books also.

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

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

- ❖ The Department is short of 7-8 regular teachers whose work-load is being covered by the research scholars/guest faculty.
- ❖ Shortage of specialized teaching staff in some domains.

The above weaknesses can be overcome if 7-8 regular posts are created and filled up keeping in view the specialization required.


(Kuldeep Bansal)
16/3/16


(Aseem Miglani)
16/3/16


(V.K. Sharma)
16-3-16

M. D. University, Rohtak
Deptt. of Biochemistry

Subject: Minutes of the academic audit for the session 2014-15 on 10.03.2016

The meeting of the academic audit of Biochemistry Department was held on March 10, 2016 in the office of the Head of Biochemistry, in the presence of external experts and faculties. The external expert visited various labs in the department and also interacted with faculty and students including Masters and Ph.D. students separately. Following observations and recommendations were made during academic audit:

Observations


1. There are total 80 M.Sc. students, 15 research scholars and five faculties in the department. The student teacher ratio is 1:16. The curriculum is as per UGC guidelines which are updated regularly. The department is following Choice based credit system and semester system.
2. Better access to Internet has enabled faculty members to provide more of real - time and challenging assignments to the students. The department obtain regular feedback from students. The dissertation work has helped students in their research.
3. It has been observed that Department has published high quality research papers in reputed journals. In all 18 research papers has been published during the academic session 2014-15. There are seven research projects from various funding agencies. Many PhD students have received DST young scientist awards. Recently department has also received DST-FIST grant and has applied for UGC-SAP for further funding.
4. As the strength of 40 students and high student-teacher ratios make it more difficult for practical training to the students, **hence more space be provided.**
5. The research and teaching laboratories as well as lecture hall should be refurbished and equipped with more instruments.


Recommendations:


1. Filling up the vacant teaching posts to cope up with dissertation and teaching workload and to strengthen various specializations.
2. The department should apply for more grants from various funding agencies

3. The department need at least three more laboratories and one each lecture and seminar hall to cater the need of 80 students of M.Sc.
4. The department should also have a separate library so that students may get more books for as per their requirements.
5. More Instruments like LCMS, confocal microscopy, spectroflourimeter may be purchased for the strengthening of teaching and research activities of the department.
6. The department should develop practice of student counselling at departmental level,
7. The department may also organize special lectures and workshops relating to soft skills and personality development.
8. Department should carryout some studies based activities such as sciences quiz, debate etc.
9. More books be procured in library for the subjects being taught in Department.
10. Talk of Eminent Scientist be conducted regularly.


Prof Jitender Sharma 10-3-16
(External expert) KUK


Prof Vijender Mishra 10.3.16
(External expert) NIFTEM, Sonipat


Prof P.K. Jaiwal
Dean, Life Sciences


Dr. Rajesh Dabur 10/3/16
Head, Biochemistry

**DEPARTMENT OF BOTANY
MAHARSHI DAYANAND UNIVERSITY ROHTAK**

A meeting for the Academic Audit of the Department of Botany was held in the office of the HOD Botany on 12-04-2016 at 11.00 A.M. Following members were present:

- | | |
|---|--------------------------------|
| 1. Prof. Pushpa Dahiya | HOD Botany |
| 2. Dr. P.K. Jaiwal, MDU, Rohtak. | Dean, Faculty of Life Sciences |
| 3. Dr. Narender Singh, Deptt. of Botany, KUK. | Outside Expert |
| 4. Dr. Veena Aggarwal, Deptt. of Botany, Delhi University, Delhi. | Outside Expert |

Observations and commendations

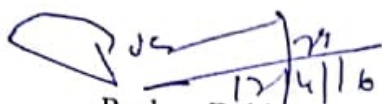
Botany Department was established in the year 2009. Department offers M.Sc. and Ph.D. courses. The sanctioned faculty strength is 07. At present six (6) are working in the Department. The Department has 04 supporting staff. The students' strength in each semester is 40.


- The Department has 4 M.Sc. labs, 6 research labs, 2 lecture theatres, Central Instrumentation Lab and one Smart Class Room.
- Faculty is specialised in different areas of Botany which gives the students/scholars an exposure to the entire Botany.
- Three faculty members (Dr Anita Sehrawat, Dr Vinita Hooda and Dr Surender Singh Yadav) have received Raman Post Doc Fellowship by UGC to work in USA.
- The Department has collaborated with National Institutes and research centers. The Department have research projects funded by various agencies.
- The Department has well maintained herbal garden.
- Faculty have regularly attended Faculty Development Programmes organised by the Academic Staff Colleges and also Refresher Courses to keep abreast with teaching learning methodologies.
- Faculty have also been invited as resource persons / chair persons / panellists in different academic forums.
- Faculty have presented papers/ participated in Seminars and Conferences.
- Faculty has regular invitation/participation in National/International Seminars /Symposia.
- Department has DST-FIST program.
- Faculty and students are from different parts of the State and Country which adds to the overall strength of the Department.
- The faculty members have published 27 research papers in International Journals and National journals in the last year.
- Choice based Credit System (CBCS) implemented in the current academic session.

- Environment awareness and other community outreach programmes are organised by the department.
- Students are guided and motivated for competitive examinations, higher studies and research.
- Continuous and Comprehensive Evaluation (CCE) method is adopted in the department.


Suggestions

- State of art Herbarium and museum is required for enhancing the competency of teaching and research and for managing this one Curator is required.
- One vacant teaching post needs to be filled up.
- Computer lab needs up gradation with atleast 10 computers with UPS.
- Strengthening of central instrumentation lab and Equipments/apparatus.
- Teaching should be strengthened by arranging special lectures and visiting faculty from outside the University.
- In order to ensure continuous supply of electricity, generator is needed.
- Wi-Fi facility to be established.
- Department should maintain all the equipments in working condition.


Pushpa Dahiya
HOD Botany
12/4/16


P.K. Jaiwal
Dean, Faculty
of Life Sciences
12.4.16


Narender Singh
Outside Expert
12/4/16


Veena Aggarwal
Outside Expert
12-04-16

MINUTES OF THE MEETING OF ACADEMIC AUDIT COMMITTEE IN BIOINFORMATICS HELD ON
1/04/2016 (FRIDAY) 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 was held on 1/04/2016, in the office of the Director, CBINF.

The following members were present:

1. **Prof. J.S. Rana**
Dept. of Biotechnology, DCRUST, Murthal
2. **Prof. Namita Singh**
Dept. of Bio and Nano Technology, GJU, Hissar
3. **Prof. P.K. Jaiwal**
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 2014-15, placed by the Director, CBINF.

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

Curriculum aspects:

- A) At present the following two courses are running in the department
- 1) M.Sc(Bioinformatics) 2 years with an intake of 20 students.
 - 2) Ph.D (Bioinformatics) with 04 registered students.
- B) 04 other approved courses without any 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
1/4/2016

P.K. Jaiwal
1/4/16

R.Dhankhar

C) The syllabi of all the above mentioned courses are in accordance with the DBT guidelines and the courses focus on the employability and development aspects. The syllabus was last revised for year 2015-16.

D) The feedback for 2014-15 session from students was obtained in the feedback proforma during 2016 and the suggestions were incorporated. Feedback for the session reveals that the students rated the department with overall average score of 3.24.

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

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

Teaching learning and evaluation aspects:

- a) The course running in the department is gaining importance looking into its recent admissions.
- 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 a strength of 02 regular faculty members and 1 guest faculty.
- d) Out of 02 regular teachers 01 is holding Ph.D degree as highest qualification other 01 is pursuing Ph.D.
- e) Teacher:students ratio is approx. 1:4.

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 and number of Ph.D. work going in the department.
- b) 2 major research projects sanctioned by UGC and DBT are being run by the faculty members of the department.
- c) All the faculty members of the department have participated in seminars, conferences workshops (national international) and also have delivered talks, lectures chaired sessions at international/national seminars/conferences.
- d) One national workshop cum conference has been organized by the department during 2014-15.
- e) The department also coordinates the functioning of bioinformatics infrastructure facility. Funded by DBT, New Delhi.
- f) Faculty members of the department are also engaged in collaborative research work with reputed institutes like international Centre for Genetic Engg. & Biotechnology, New Delhi.

Infrastructure and learning resources:

- a) The department is well equipped in the terms of classrooms, Labs, Seminar room and other support systems, well equipped and ICT methodology.

RDR

November
11/4/2016

P. S. S. S.

- b) Students are encouraged to use e-learning with the help of internet facilities of the department.
- c) 04 students are pursuing PhD from the department of which 02 are CSIR-NET/JRF and DST-Inspire JRF.

Students Support and progression Aspects:


- a) The student drop out ratio is less i.e. 13.33% but the figure is seemingly high, looking into the total strength of the department.
- b) Students are encouraged to take part in the extra-curricular activities such as educational tours, cultural activities etc.
- c) The department has established Career Counselling & Placement Cell under the charge of the faculty members of the department.

Recommendations:

1. Recruitment against the vacant position to be expedited.
2. Laboratories need further strengthening.
3. Faculty members may be encouraged to apply for more extra-mural research grants.
4. There is a need of more inter-departmental collaboration for research and teaching purpose.


(Prof. J.S. Rana) 1/4/16


(Prof. Namita Singh) 1/4/2016


(Prof. Rajesh Dhankhar)


(Prof. P.K. Jaiwal)

Centre for Biotechnology

Subject: Proceedings of academic audit of Centre for Biotechnology, M D University, Rohtak for the session 2014-15.

The academic audit of the Centre for Biotechnology was held on March 19, 2016. The following members were present

- | | |
|--|--------------------------------|
| i) Prof. P. Mehta | Director |
| ii) Prof. S. K. Gahlawat CDLU, Sirsa | Outside Expert |
| iii) Prof. Deepak Sharma JNU, New Delhi | Outside Expert |
| iv) Prof. P.K. Jaiwal | Dean, Faculty of Life Sciences |

The members of the audit team interacted with the faculty members, research scholars and students of the Centre and also visited teaching laboratories & Central Instrumentation Facility. The following are the observations/recommendations of the committee.

1. Curriculum aspects:

The Centre has two PG (post graduate) teaching and Research programmes in Biotechnology and Agri-Biotechnology. The courses are of two years duration and are taught in semester (two semesters per year) and with open choice based credit system. The syllabi of both the courses are as per the guidelines of UGC / DBT and are revised time to time. The last updation was made on March, 2015 by involving outside subject experts. 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 last semester), seminars, assignments, periodic class tests /sessional exams are the integral part of the courses/ syllabi.

2. Teaching-Learning and evaluation:

The Centre has nine faculty members including two professors, one associate professor and six assistant professors. The total intake of students in the Centre for Biotechnology is 40 (20 in each course). The teacher-student ratio is 1:6 which is excellent for dissemination of knowledge. The experts interacted with students. It was observed that the students learning status is assessed regularly through assignments, seminars, sessional and semester tests. The students are also encouraged to participate in workshops/ seminars / conferences (organised only by the Centre but also by the other Departments under the faculty of life sciences) and to interact with subject experts invited

P. Mehta

S. K. Gahlawat

Deepak Sharma
19/3/16
P. Jaiwal

to deliver talks. The Centre has organised following workshop / seminar / conference during 2014-2015.

- i) National workshop on "Genomis in Crop Improvement" during Feb 27-28, 2014,
- ii) A two-week DBT-sponsored short term-training course on "Plant Transgenic Technologies" for Univ./College teachers and young researchers during Oct. 1 to 16, 2014.

Such events provide opportunity to teachers and students to expand their scientific horizon and develop new collaborations.

3. Research, consultancy and extensions

Five Ph.D. students have successfully completed their doctoral work and 8 are registered for Ph.D. during the last one year under able guidance of faculty members of the centre. Further, more than forty master's students have completed their M. Sc. dissertation under the faculty members.

The faculty members have been found to be actively involved in research. There are six projects completed during 2014 and ten ongoing projects are funded by the National agencies like DBT, DST, HCST, CSIR and UGC and have published research papers in reputed journals with good impact factors (see **Annexure I & II**). Faculty members have also attended National Conference/Seminar/workshop (**Annexure III**) and presented their work.

It was important to note that the Centre has developed collaborations with National (Univ of Health Sci., Rohtak; IARI, New Delhi; ICGEB, New Delhi) and international institutes (Umas, USA).

4. Infrastructure and Learning Resources

The Centre has well-equipped laboratories, classrooms and seminar / conference rooms with teaching aids such as LCD projectors, smart class board etc. Centre has a 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. It also has a DBT sponsored bio-informatics centre with 20 computers that are loaded with the latest bioinformatics tools and software's. The Centre has access to a Central animal house and a green house.

5. 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. Some





of the teachers are involved in IPLS by the DBT. 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. All the students of the Centre are members of 'Biotechnology Association' which 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.

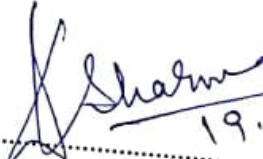
Recommendations

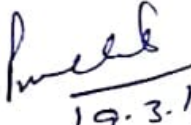
The Academic Audit Committee recommends the following:

- 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 more than Rs.2.5 lakhs.
- 3 Animal ethical rules regarding animal handling should be strictly followed as *per* CPCSEA guidelines for small animal house.
- 4 Inter departmental research collaboration should be encouraged.
- 5 Proper disposal mechanism of bio-hazardous waste should be followed.
- 6 Proper fire-safety measures should be taken.
- 7 Harmful and dangerous chemicals should be kept in lock & key.
- 8 The RO system/Aqua guard water purifiers shall be in proper order for drinking purpose.
- 9 The protocols to operate instruments shall be mentioned on the instruments.
- 10 The department shall organise conferences/extension lectures/seminars.
- 11 The consultancy shall be done directly by the faculty members to interact directly with the industry.
- 12 The power backup shall be in working conditions for the proper operation of instruments during the power failure.


19.3.2016
Prof. P.K. Jaiwal
Director &
Dean Faculty Life Sciences


Prof. S.K. Gahlawat
CDLU, Sirsa
external expert


19.3.16
Prof. Deepak Sharma
J.N.U, Delhi
external expert


19.3.16
Prof. P. Mehta
Director, CBT

**CENTRE FOR MEDICAL BIOTECHNOLOGY
MAHARSHI DAYANAND UNIVERSITY**

**MINUTES OF THE MEETING OF ACADEMIC AUDIT COMMITTEE HELD ON
19.03.2016 AT 10:30 AM**

A meeting of academic audit committee consisting of the following members was held on 19.03.2016 to carry out the academic audit of the Centre.

Following members were present:

1. Prof. P.K.Jaiwal – Dean, Faculty Life Sciences & Director (Addl. Charge)
2. Prof. S.K. Gahlawat - Outside expert, CDLU, Sirsa
3. Prof. Deepak Sharma - Outside expert, JNU, Delhi

The committee members interacted with the faculty members and students and sought their feedback about teaching, research, other facilities and activities of the Centre. The committee also went through the annual departmental report, departmental profile and the self evaluation reports of the teachers for the academic year 2014-15. After going through the reports and all the above aspects as well as the various points mentioned in the criteria of Academic Report, the committee made the following observations/recommendations:

Curriculum aspects:

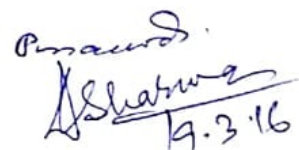
The Centre has PG (Post Graduate) teaching and research programmes in Medical Biotechnology. The PG programme is of two years duration and is taught in semester (two semesters per year) and with open choice based credit based system. The syllabi of both the courses is as per the guidelines of UGC/DBT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

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

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


19/3/16

1 | Page


19.3.16

Teaching Learning and Evaluation Aspects:

- a) The courses running in the Centre are well designed and gaining importance as reflected by the average number of applications received and admissions made into the course.
- b) Student's performance is monitored throughout the Semester by both internal and external evaluations. Internal evaluation comprises of Credit seminars, assignments, attendance of the student and written examination. This is followed by semester end external theory and practical examinations. Both internal and external assessments are done individually for each paper. Apart from regular examinations, the Centre strictly follows University norms for continuous evaluation of students in the form of class test and regular presentations.
- c) The Centre has a strength of 05 permanent faculty members with Ph.D as their highest qualification.
- d) Teacher:students ratio is 1:6

Research Consultancy & Extension Aspects:

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

Infrastructure and Learning Resources:

- a) The Centre two well equipped labs for M.Sc. teaching and several research laboratories and class rooms.
- b) Four Students are encouraged to use e-learning with the help of internet facilities available within the centre.
- c) Four students are pursuing PhD from the Centre, out of which two are CSIR-NET/JRF and two are getting fellowships from other funding agencies.



- d) Centre has a Central Instrumentation facility with advanced sophisticated equipments.
- e) The centre has access to DBT sponsored Bioinformatics Centre & Central Animal House.

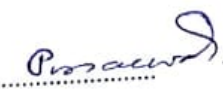
Students Support and Progression Aspects:


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


Recommendations

The Academic Audit Committee recommends the following:

- 1 Practicals should be held in groups with teacher-student ratio not more than 1:15 as per UGC norms,
- 2 DBT-studentship of M.Sc. students should be taken care by the University. It should be paid to the students on the basis of sanction from the funding agency and it should be adjusted by the university whenever funds received from the funding agency.
- 3 Log book should be maintained in M.Sc./Research Labs for the uses of instruments costing more than Rs.2.5 lakhs.
- 4 Animal ethical rules regarding animal handling should be strictly followed as CPCSEA guidelines for small animal house.
- 5 Inter departmental research collaboration should be encouraged.
- 6 As per UGC norms there should be a post of one Professor, two Associate Professors and four Assistant Professors.
- 7 Proper disposal mechanism of bio-hazardous waste should be followed.
- 8 Proper fire-safety measures should be taken.
- 9 Harmful and dangerous chemicals should be kept in lock & key .


Prof. P.K. Jaiwal
Director &
Dean Faculty Life Sciences


19/3/16
Prof. S.K. Gahlawat
CDLU, Sirsa
external expert


19.3.16
Prof. Deepak Sharma
J.N.U, Delhi
external expert

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 2014-15 on 16.03.2016 at 2.00 P.M. in the office of the H.O.D.

1. Prof. J.B. Dahiya, Deptt. of Chemistry, G.J.U. Hisar
2. Prof. Sanjeev Maken, Deptt. of Chemistry, DCRUST, Murthal
3. Prof V.K. Sharma, Dean, Faculty of Physical Science, M.D.U. Rohtak.

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

Observations:

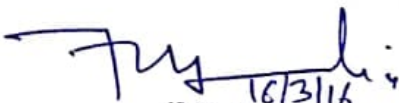
- (i) The M.Sc. (Chemistry) Course is of two years duration and taught in four semesters (two semesters per year). The evaluation system also involves internal assessment based on Assignments, Attendance, Seminars and House Test.
- (ii) There is a great competition for getting admission to M.Sc. Course. The Department received 1830 applications against 90 seats, which in turn reflects the demand of the Course.
- (iii) The Department has well-equipped Teaching Laboratories, Research Laboratories and Class rooms with modern teaching aids like OHP and LCD projectors.
- (iv) The Choice Based Credit System has been introduced in the Department w.e.f. academic session 2015-16 and the syllabi have been designed as per guidelines of UGC. The designed syllabi include a lot of experimental work which help the students in learning a number of physico-chemical techniques. To provide thrust on information communication technology, foundation course paper entitled, "Computer for Chemists" or a paper out of panel of papers on computer science available on university website has also been introduced in M.Sc. 1st semester.
- (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 assistance of Rs. 1.18 crore to Department at the level of DRS-I under Special Assistance Programme (SAP). Thrust areas of the programme are (i) Thermodynamics of multi component liquid mixtures; and (ii) Luminescent materials.

- (vi) Six students have been awarded Ph.D. degree; five have been registered for Ph.D. degree and six students have qualified the UGC-CSIR, NET examination.
- (vii) General feedback from the students and parents/guardians was taken in April, 2014.
- (viii) Numbers of teachers have attended the Symposium, Conferences and some of them also have delivered invited talks in Conferences/Seminars.


Recommendations:

The committee recommends that:-

- (i) 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.
- (ii) One Seminar Room, two Common rooms for boys & girls be provided in the Department.


(J.B. Dahiya)
16/3/16


(Sanjeev Maken)
16/3/16


(V.K. Sharma)
16.3.16

MAHARSHI DAYANAND UNIVERSITY, ROHTAK

DEPARTMENT OF COMMERCE

CRITERIA-WISE REPORT OF ACADEMIC AUDIT COMMITTEE 2014-15

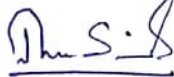
| SR NO | CRITERIA | OBSERVATIONS OF THE COMMITTEE |
|-------|-------------------------------------|--|
| 1 | CURRICULUM ASPECTS | <p>The Department of Commerce has been revising the syllabuses of its various courses.</p> <ul style="list-style-type: none"> • During the year 2014-15 as well the Department has brought in the necessary modifications in the syllabi. • The Department has Introduced the New System of M Phil strictly as per UGC guidelines. <p>The Department has given more stress on the inclusion of the job oriented papers in the syllabus. The syllabus of Company Law has been completely revised in view of the major amendments made in the Company's Act. In addition to that the Department has changed the orientation of the some of the papers. For example the paper of statistics has been revised to the paper titled as "Statistics with Excell". The Committee is convinced that with these updations students will become more knowledgeable, skillful and deliver as per the needs of the business world and other clients. The current syllabi of the Department is highly satisfactory.</p> <p>The Department has started working on the implementation of the CBCS Scheme w.e.f. the session 2016-17. For this purpose various subject expert committees have been constituted.</p> |
| 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. In M.Phil and Ph D Course work workshop method of teaching has been adopted by the department. Wifi has 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. 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 behavior etc. it is mandatory for every students of the department to make presentations using MS Powerpoint before the class.</p> |
| 3 | RESEARCH, CONSULTANCY 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 2014-15 the teachers of the department have published more than 50 research papers in the national and international journals. Teachers also presented a similar number of papers in the national and international</p> |

| | | |
|---|---------------------------------------|--|
| | | <p>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, many of the senior teachers have acted as resource persons in the national and international Seminars, Conferences and Workshops.</p> <p>Two teachers of the Department have been working on the UGC Major Research Projects.</p> |
| 4 | INFRASTRUCTURE 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>The Department has its own public addressing system.</p> <p>Every teacher of the Department is provided with a computer, printer, UPS, internet connection and other facilities.</p> <p>Every teacher is being provided with internet telephone facility.</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 to the following online data sources and e-books and e-journals which are available to the teachers, research scholars and students:</p> <ol style="list-style-type: none"> 1. JGate Plus 2. Open Access Journals 3. E-journals (UGC-Info) 4. Emerald Mgt Plus 5. Manupatra 6. Sage 7. Sage Open 8. Scopus 9. E-Thesis 10. E-Reference Sources 11. E-Books 12. Springer eBooks 13. CMIE Data Base |
| 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.</p> <p>Department used to organize various skill development programmes from time to time to impart professional skills among the students.</p> <p>Placement programmes are also conducted from time to time in collaboration with the career counseling cell of the University.</p> <p>Many Ph D Students of the Department are engaged in the active teaching in the Department.</p> |

| | | |
|---|----------------------|--|
| 6 | INNOVATIVE PRACTICES | <p>The Department involves students in the organization of every activity or the 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 engaged in the discharge of administrative duties of the Department</p> <p>The Department has been sending the students' attendance online.</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 2014-15, yet the Committee wish to make the following observations and suggestions for further improvements and faster development of the Department:

1. The record keeping in the Department has been improved to a great extent and it still has more scope for improvement.
2. The Department must clearly define its long term as well as short term objectives that are to be achieved during the times to come. Efforts must be directed towards the attainment of those objectives.
3. Upto the previous year most of the record in the Department was found to be 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 fully computerized.
4. 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.



(Prof B P Singh)
External Expert


26/03/2016

(Prof Sanket Vij)
External Expert


26/3/16

(Prof Narender Kumar)
Dean of the Faculty

Head & Dean
Faculty of Commerce
M.D. University, Rohtak

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

Academic Audit Report (2014-15)

The meeting of Academic Audit Committee for the session 2014-15 was held in the Dept. of Defence & Strategic Studies on 8.4.2016. The following members attended the Academic Audit Meeting:

1. Chairperson Prof. R.S. Siwach,
H.O.D., DSS
2. Ex-officio Prof. Promila Batra
Dean
Faculty of Social Sciences
3. Outside Expert Prof. Kamal Kinger
Punjabi University, Patiala
4. Outside Expert Prof. Karori Singh,
University of Rajasthan, Jaipur

1. Curriculum:-

- The Dept. of DSS has prepared the Syllabi of M.Phil course and Ph.D. Coursework and the same was duly approved by the P.G. BOS.
- The department 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 three Faculty Members namely, Prof. R.S. Siwach, H.O.D., Dr. D.S. Bajia, Assoc. Professor and Dr. S.P. Vats, Assoc. Professor was the Registrar of the M.D. University, Rohtak, (during the session 2014-15). It is the matter of pride for the Department. All the faculty members are well qualified and specialized in their fields, Further, Research Scholars were also engaged to teach the P.G. Classes as per University norms.
- The faculty members regularly participated in the academic activities during the assessed period i.e. paper presentations and chairing the technical sessions in national & international seminars and conferences.
- The faculty members guided research work of M.Phil and Ph.D. students besides their own research work.

3. Research Consultancy & Extension:-

- (i) National Security**
- (ii) Area Studies-South Asia and Indian Ocean**
- (iii) Disaster management**
- (iv) Armed Forces and India's National Security**
- (v) Internal Security Management**

- The Ph.D. Students strength during the assessed period was 15, which was encouraging.
- Two faculty member have been appointed as member of P.G. BOS in the Dept. of Defence and Strategic Studies.

4. Infrastructure & Learning Resources:

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

5. Student Support & Progression:

- Pass percentage of students was 90 % which is highly satisfactory.
- Two students cleared JRF.
- Students participated in NSS programme organized by the NSS, Coordinator, M.D.U., Rohtak


6. Innovative Practices:


The department adopted following innovative practices during the session 2014-15.

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


7. Overall Assessment & Recommendations:

- The University Authority needs to fill up the one vacant seat in order to meet the additional workload of the department. It will further enable the faculty members to concentrate on research work.
- The department of DSS needs one more class room for the M.Phil classes.
- 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, human rights & duties.
- The Committee appreciated the achievements and progress of the faculty members in the field of academic and research.
- One conference hall is required for conference and seminars which are being regularly organized in the department.
- The committee recommends overall improvement and enhancement of infrastructure facilities for full realization of the potentials of the DSS.


(Prof. Promila Batra)
Dean
Faculty of Social
Sciences


(Prof. R.S. Siwach)
Chairperson
H.O.D.


(Prof. Kamal Kinger)
Outside Expert


(Prof. Kirori Singh)
Outside Expert



MAHARSHI DAYANAND UNIVERSITY ROHTAK

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

'A' Grade University Accredited by NAAC

Department of Education

A Meeting of the Academic Audit Committee was held on 29th, February, 2016 to conduct the Academic Audit of the Department. As per the order of the Vice-Chancellor, Prof. Rajender Yadav & Prof. Kirandeep were nominated as two outside expert to conduct the academic audit.

The Team comprised of Prof. Rajender Yadav, Prof. Kirandeep & Prof. Hemant Lata Sharma, Dean, Faculty of Education, M.D. University, Rohtak. The external experts reviewed the Academic and Research work of the Department. The committee members interacted with faculty members, research scholars/students of the department and verified the infrastructural and instructional facilities available in the department. Following are the observation on the various aspects.

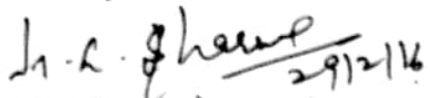
- As indicated by the Department Average Percentage of Attendance of Students is 70%. Therefore, it is advised that more regular/constant efforts are required to be made by all the staff members to sensitise and motivate the students of the Department for their regularity.
- Further, with regard to Academic performance in examinations/results of students of Department in the context of M.A (Prev.), Education it is indicated as 32% which has implications for more serious efforts on the part of the Department for ensuring the quality aspect of the Academics.
- The Department is also advised to organize Seminar/Conference/Workshop during academic session as the same has not been indicated in the departmental Academic Activities.
- As per the recent/latest norms of NCTE (2014), the staff requirements are supposed to be taken care of by the Department/University authorities accordingly. On the basis of staff positions indicated in the Departmental records, one position/vacancy of Assistant Professor has been shown as vacant, therefore the same may be filled up without any delay/at the earliest.


H. L. Sharma
29/2/16.

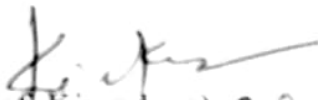
Rajender Yadav
29/2/16

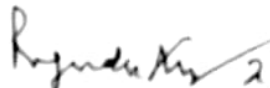
Kirandeep
29.2.16

Except the aforesaid observations, the overall academic aspects of the Department are quite satisfactory.


(Prof. Hemant Lata Sharma)
Dean


(Prof. Indira Dhall) (Coordinator)
Head


(Prof. Kirandeep)
Outside Expert


(Prof. Rajender Singh Yadav)
Outside Expert

An Academic Audit was carried out in the department of Economics on 05.03.2016. The following members attended the Academic Audit:

1. Chairperson/ Coordinator: Prof. Santosh Nandal, Chairperson,
Deptt. of Economics, M.D.U., Rohtak.
2. Member : Prof. Promila Batra, Dean, Faculty of
Social Sciences, M.D.U., Rohtak.
3. Outside expert : Prof. Arup Mitra, Delhi

All the fields were discussed and verified by the committee point wise:

1. Curriculum Aspects:

- Latest course curricula of UG, PG & M.Phil./Ph.D. courses were reviewed by the committee which have been revised in the PGBOS held on 15.04.2015 and found the same to be as per U.G.C. norms and present academic standard & needs.
- It is good that gender issues and employability are a part of syllabi in the department.
- The feedback of Parents' about teachers and their method of teaching were found to be positive.

2. Teaching Learning and Evaluation:

- To meet the attendance need of department, the department has appointed 4 guest teachers.
- However, regular faculty members are required to run the department smoothly.
- The participation of the faculty in academic activities like symposia, conferences etc. is quite satisfactory.
- Regular attendance of the students is appreciable. The attendance of students is quite high.
- In addition the department has undertaken an initiative for the development of inside and outside faculty members/students by running the following courses:
 1. Capacity Building Programme for Faculty of Social Sciences during 18-31 Dec, 2015.

2. Research methodology workshop was organized during 23/04/2015 to 29/04/2015.

3. Research Consultancy and Extension:

- The following research areas are being focused on 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
- The present strength of students in Ph.D. is 37 which is quite good. The department has undertaken following activities in addition:
 - Radha Krishanan Fund of Rs. 20,000/- for minor research project.
 - Radha Krishanan Fund of Rs. 30,000/- to organise one day seminar on “Gender and Food security”.
 - Beti Bachao Beti Padhao.
 - The Department has also received a grant from ICSSR to hold two days seminar on “Climate Change and Agriculture: Impact and Adaptation Strategies in Haryana”.
 - The HOD assured to make every effort to hold the seminar by the end of financial year

4. Infrastructure and Learning Resources:

The infrastructure and learning resources were found to be adequate. A Computer lab has been set up with 22 computers for the students. There is also an internet facility available at 10 computers.

5. Student support and progression:

- Pass percentage of students is 80-85, which is highly satisfactory.
- The student population was found to be quite heterogeneous with a good number of girls and good number of rural students.

- 4 new students have joined as JRF/URS/RGNF.
- A gender sensitization lecture was organized.
- 2 Extension lectures, a talent hunt programme and One day educational trip were also organised.

6. Innovative Practices:

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

7. Overall Assessments and Recommendations:

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

- It is strongly recommended to appoint the regular teaching faculty against all vacant posts.
- Additional non teaching staff if required for smoother functioning of the administrative activities else there is an overload.
- Encourage inter-disciplinary research projects in the department.
- For computer lab, licensed software such as EVS, STATA need to be purchased.
- Provision for resource person to impart training to faculty and students need to be made.
- Funds may be allocated for field trip and data collection and improving research methodology course.

Arup Mitra

(Prof. Arup Mitra)
Deptt. of Economics.
Institute of Economics Growth
Delhi.

PB 5.3.16.

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

S. Nandal
05/03/2016

(Prof. Santosh Nandal)
Head, Department of Economics
Maharshi Dayanand University
Rohtak.

MINUTES OF THE MEETING OF THE ACADEMIC AUDIT OF THE DEPARTMENT OF ENVIRONMENTAL SCIENCES WAS HELD ON 30.03.2016 AT 11.00 A.M.


Meeting of the Academic Audit of the Department of Environmental Sciences was held on 30.03.2016 at 11.00 a.m. The following members were present:-

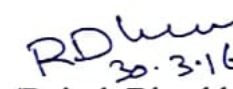
1. Prof.P.K.Jaiwal Dean Faculty of Life Sciences
2. Dr. Rajesh Dhankhar Chairperson
3. Prof. N.R.Bishnoi, Deptt.of Env.Sciences and Engineering GJU Hisar Outside expert
2. Prof. S.K.Gahlawat, Head, Deptt.of Env.Science & Biotechnology CDLU, Sirsa Outside expert

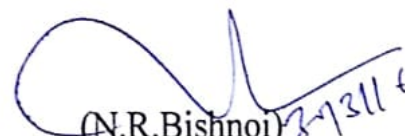
The chairperson of the department made a presentation about the departmental activities including course curriculum of M.Sc. Environmental Sciences and Environmental Biotechnology, research achievements and infrastructural facilities. The experts visited various laboratories and classrooms and interacted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

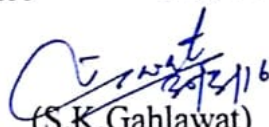
1. Counseling and placement of students should be strengthened in the department
2. Maintain log book of instruments costing more than Rs. 2.0 lakhs.
3. Fire fighting equipment in the department should be installed.
4. Provision of Ramp/Lift in the building should be made.
5. All the laboratories/rooms of faculty and office staff should be provided with A.C.

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


(P.K.Jaiwal)
Dean, Life Science


(Rajesh Dhankhar)
Head of the Deptt.


(N.R.Bishnoi)
Outside expert


(S.K.Gahlawat)
Outside expert

MINUTES OF THE MEETING OF THE ACADEMIC AUDIT OF THE DEPARTMENT OF ENVIRONMENTAL SCIENCES WAS HELD ON 30.03.2016 AT 11.00 A.M.


Meeting of the Academic Audit of the Department of Environmental Sciences was held on 30.03.2016 at 11.00 a.m. The following members were present:-

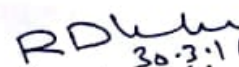
1. Prof.P.K.Jaiwal
Dean Faculty of Life Sciences
2. Dr. Rajesh Dhankhar
Chairperson
3. Prof. N.R.Bishnoi, Deptt.of Env.Sciences and Engineering GJU Hisar
Outside expert
2. Prof. S.K.Gahlawat, Head,
Deptt.of Env.Science & Biotechnology
CDLU, Sirsa
Outside expert


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

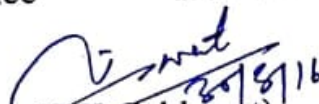
1. Counseling and placement of students should be strengthened in the department
2. Maintain log book of instruments costing more than Rs. 2.0 lakhs.
3. Fire fighting equipment in the department should be installed.
4. Provision of Ramp/Lift in the building should be made.
5. All the laboratories/rooms of faculty and office staff should be provided with A.C.

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


(P.K.Jaiwal)
Dean, Life Science


(Rajesh Dhankhar)
Head of the Deptt.


(N.R.Bishnoi)
Outside expert


(S.K.Gahlawat)
Outside expert

MAHARSHI DAYANAND UNIVERSITY, ROHTAK
DEPARTMENT OF FOOD TECHNOLOGY

Subject: Proceedings of the meeting of Academic Audit Committee in the department of Food Technology, M.D.University, Rohtak for the academic session 2013-14

The academic audit committee conducted the academic audit of the department of Food Technology on 19th March, 2016. The following members were present.

- | | |
|--|--|
| 1. Prof. P.K. Jaiwal | Dean, Faculty of Life Sciences M.D.University, Rohtak |
| 2. Prof. B.S. Khatkar GJU of Science & Technology, Hisar | Outside Expert |
| 3. Prof. Neeraj Dilbaghi GJU of Science & Technology, Hisar | Outside Expert |

The academic audit committee visited the research laboratories, students' laboratories and class rooms. The members of the committee also interacted with the faculty members, research scholars and students of the department. The brief summary of the observations made by the committee is as given under:-

1. Curriculum aspects

- i) The department has provision of M.Sc and Ph.D programme in Food Technology. The PG course is of two years duration comprising of two semesters per year with open choice based credit system.
- ii) The syllabi of both M.Sc as well as Pre-Ph.D programmes have been designed as per guidelines of UGC. The syllabi are revised on regular basis keeping in view of the latest guidelines and requirements of the industry.
- iii) The department has resolved to implement the choice based credit system from academic session 2015-16. The CBCS includes all the core areas of food processing and technology. Apart from this, basic foundation courses including course of computer applications and statistical methods have also been incorporated in the syllabi. The syllabus has also provision of dissertation, credit seminars and internal assessment of the students. The internal assessment made on the basis of assignments, class tests, attendance and overall disciplinary records of the students.



2. Teaching, Learning and Evaluation

- i) The department has three faculty teachers including one Associate Professor and two Assistant Professors. To meet out additional teaching requirements of the students, the guest teachers are appointed department.
- ii) The total annual intake of the students in PG programme is 25, thereby making a good teacher/student ratio of 1:8.
- iii) The students learning status is assessed and evaluated regularly through the assignments, seminars, sessional tests, semester tests and other presentations. The extension lectures/expert lectures are also arranged for the students and the students are also encouraged to participate in the workshops/seminars/conferences.
- iv) The department has also organized following workshops/events during 2014-15:
 - a. National seminar on "Entrepreneurship Development in Food Processing Sector" held on 25.03.2015.
 - b. World Food Day-2014 celebrated by organizing various events including science quiz contest, declamation contest and poster making contest for the students of all the departments of Faculty of Life Sciences.

3. Research consultancy and extension

- i) The faculty members are actively involved in the research activities. The final report of one project has been submitted to the sponsoring agency and one project is undergoing. **(See Annexure-I)**
- ii) The faculty members have also published research papers and reputed international journals with good impact factors **(See Annexure-II)**
- iii) The faculty members have also attended and presented papers in national/international conferences/ seminars/workshops and presented their research work **(See Annexure-II)**
- iv) The faculty members have also delivered extension/invited lectures. **(See Annexure-II)**
- v) One of the faculty members is currently pursuing for her Ph.D research at NDRI, Karnal.
- vi) During the academic session 2014-15, 05 research scholars have been registered for Ph.D programme under the able guidance of faculty members of the department. Fifteen students have completed their M.Sc dissertations during academic session 2014-15. Three students have completed the Ph.D. course work.



- vii) Some of the advanced sophisticated equipments installed in the research lab include rapid vice analyzer, rheometer, food texture analyzer, lyophizer, uv visible pager beam spectrophotometers and cooling centrifuges etc.

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) 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 40 students in PG classes and 05 Ph.D scholars.
- ii) The M.Sc students actively participate in get together functions and they organized World Food Day celebrations very efficiently as annual event in the department. The students actively participate in the cultural activities quiz contest, poster making contest and declamation contest on the occasion of world food day.
- iii) One research scholar has qualified the NET examination.
- v) 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) Industrial visit of the students of M.Sc are organized for their practical exposure.
- vii) Students feedback about academic activities and administrative activities in the department is also taken periodically.

Recommendations/suggestions of the Committee

- 1) Regular faculty positions be filled on priority.
- 2) Lab Technicians should be appointed for handling and operations of sophisticated equipments.
- 3) Space may be provided on Grand Floor for Pilot Plant facilities.



- 4) More Extension Lectures should be organized.
- 5) Educational Tours to Industries should be organized frequently.

The Team has observed that the research output in the form of publications is quite appreciable and the department has couple of sophisticated instruments to support high-end research in the department.

Bluependar S
19/3/2016
(Prof B.S. Khathore)
External Member

Prasad
(Prof P.K. Jainwal)
Chair

Anup Singh
19/3/2016
(Prof Nagesh Bilgahi)
External Member

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

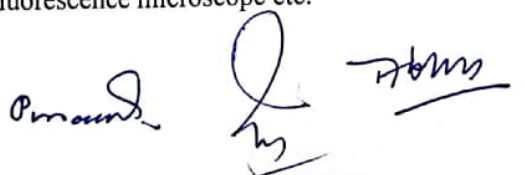
**MINUTES OF THE MEETING OF THE COMMITTEE TO CONDUCT ACADEMIC
AUDIT FOR THE YEAR 2014-15, DEPARTMENT OF GENETICS HELD ON
06.04.2016 AT 11.00 AM**

The meeting comprising of following members was held on 06.04.2016 at 11.00 am in the Office of Head, Department of Genetics for Academic Audit of the department.

1. Prof. P. K. Jaiwal : Dean, Faculty of Life Science, M.D.U., Rohtak
2. Prof. Abhey Singh : Outside Expert
Department of Zoology
Kurukshetra University
Kurukshetra
3. Prof. R.M. Sharma : Outside Expert
Department of Forensic Science
Punjabi University, Patiala

A presentation about the courses offered, availability of the research facilities and achievements was made by the Head of Department. The following observations were made by committee members including the panel of outside experts –


1. Department is running two M.Sc. courses, M.Sc. Genetics and M.Sc. Forensic Science with Choice Based Credit System introduced as per the UGC requirement. There are core, elective and foundation papers in the courses.
2. Class rooms are equipped with multimedia projector and online teaching materials. The department is having internet facility, printers, scanners and photocopier machine.
3. Each faculty member is actively involved in teaching and research. The department is having financial assistance from UGC, DST, CSIR, NMPB and DBT, New Delhi worth Rs 135 lacs in the form of 10 research projects. 10 JRF/project fellows, 6 SRF, 1 JRF(NET), one Women Scientist DBT, one DST INSPIRE faculty and 3 URS are working in the department. Ten students were qualified UGC-CSIR NET in the year 2014-15.
4. All the research proposal are considered and approved by Institutional Ethical committee
5. The department also has support from UGC, New Delhi under UGC-SAP and Innovative programmes and DST, New Delhi under DST-FIST programme for infrastructure, teaching and research activities.
6. 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 and Fluorescence microscope etc.




7. Department has collaborations with Pt. B.D. Sharma University of Health Sciences, Rohtak; FSL, Madhuban, FSL Delhi and SFSL, Junga (H.P.) for training and research programmes.
8. 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.

Recommendations –

1. Committee appreciated that the department is running two M.Sc. courses, research and teaching activities, publications and UGC Innovative programme, UGC -SAP and DST FIST programmes. Besides every faculty member is having independent research projects.
2. The committee observed that there is insufficient space for teaching and research activities. Adequate space for keeping sophisticated instruments is lacking and need proper conditions for their efficient functioning. Keeping in view of that committee is of opinion that extension of building is must for academic growth of the department.
3. The department has sanctioned two posts under UGC Innovative programme that needs to be filled up on urgent basis.
4. Fire extinguisher and others safety measures needs to be implemented in the laboratories.


6.4.2016
(P. K. Jaiwal)


6.4.16
(R. M. Sharma)


(Abhey Singh)


6.4.16

Head
Department of Chemistry
Maharaja Pratap Singh University
Rohtak - 121001 (Haryana)

MAHARSHI DAYANAND UNIVERSITY, ROHTAK
DEPARTMENT OF HINDI

A three member Academic Audit Committee comprising of Prof. Rohini Aggarwal, Dean, Faculty of Humanities. Prof. Puran Chand Tondon, Dept. of Hindi, University of Delhi, New Delhi and Prof. Babu Ram, Head, Dept. of Hindi, Kurukshetra University, Kurukshetra, visited Hindi Dept. today on 25-03-2016 at 11:30 a.m. and held a meeting with the faculty members and research scholars of the Dept.

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 had the Language Lab and Departmental Library be established, it could have enriched the Department furthermore.

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

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

Encl : Academic Audit Proforma.


25-3-16

Prof. Rohini Aggarwal
Dean, Faculty of
Humanities, M.D.U.R.


25/3/2016

Prof. P.C. Tondon
Outside Expert
D.U., New Delhi


25/03/2016

Prof. Babu Ram
Outside Expert
Kurukshetra University,
Kurukshetra

Academic Annual Proforma 2014-2015

1. Name of the Department: Hindi
2. Head of the Department : Prof. Rohini Aggarwal
3. Other Teaching Faculty(except HoD): Name & Qualifications

i) Professor:- Seven

| Sr. no. | Name of Faculty | Designation | Qualification |
|---------|----------------------|-------------|-----------------------|
| 1 | Dr. Ram Sajan Pandey | Professor | Ph.D., D.Lit |
| 2 | Dr. Ramrati | Professor | Ph.D. |
| 3 | Dr. Sushila | Professor | Ph.D. |
| 4 | Dr. Sanjeev Kumar | Professor | Ph.D. |
| 5 | Dr. Maya Malik | Professor | Ph.D. (on Deputation) |
| 6 | Dr. Krishna Joon | Professor | Ph.D. |
| 7 | Dr. Pushpa | Professor | Ph.D. |

ii) Associate Prof.:- Two

| Sr. no. | Name of Faculty | Designation | Qualification |
|---------|-------------------|---------------------|---------------|
| 1 | Dr. Renu Chandla | Associate Professor | Ph.D. |
| 2 | Dr. Sheela Gehlot | Associate Professor | Ph.D. |

iii) Assistant. Prof.:- One

| Sr. no. | Name of Faculty | Designation | Qualification |
|---------|------------------|---------------------|---------------|
| 1 | Dr. Krishna Devi | Assistant Professor | Ph.D. |

4. Students' Strength of all courses (course-wise details)-

| Name of course | Student Strength | |
|---------------------------|------------------|----|
| | M | F |
| M.A. (Hindi) Previous | 23 | 38 |
| M.A. (Hindi) Final | 08 | 36 |
| M.Phil Hindi | 07 | 14 |
| PG Diploma in Translation | 04 | 15 |
| Ph.D Course Work (Hindi) | 00 | 01 |

[Signature]

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25/3/16

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25/3/16

New Course (s) introduced, if any- Nil

Revision/Update of regulation or Syllabi, if any- Frequently, as and when need arises.

7. Details of the National/International/Conferences/Seminars/Workshops organized by the Institute/Department:

- A One Day Workshop had been organised by the Dept. on November 05, 2014, in which Mr. Manoj Kumar Pandey, Mr. Sanjiv and Prof. Ram Bux were attend the workshop.
- National Seminar on the topic of "कबीर चेतना के विविध आयाम" on February 19, 2015 in collaboration of Sant Kabir Chair.

8. Academic Achievements of the individual teachers during the session 2014-2015.

i) Paper published with topic and details of the journal etc.

Dr. Rohini Aggarwal, Professor, Dept. of Hindi, MDU, Rohtak

Peer Review Journals (National)

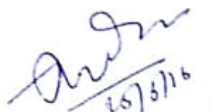
1. अंधी खोह से आगे अंधेरे और रोशनी का द्वंद्व, मंतव्य, अंक-1, अगस्त 2014, पेज सं. 178-190, ISSN 2350-0050
2. समकालीन हिंदी कहानी के बीस बरस, हिन्दी चेतना,
3. आईने में अक्स से सवाल, पाखी, नवम्बर 2014, ISSN 2393-8129
4. परिक्रमा की परितुष्ट संस्कृति और पीछे छूटते सवालों का क्षोभ, पहल, जबलपुर, सितम्बर 2014, अंक 97, पेज सं. 178-190
5. गिद्धों की फड़फड़ाहट में एक जोड़ी पंख मेरे भी, पहल, जबलपुर, दिसम्बर 2014, अंक 98, पेज सं. 217-230
6. रसोई से स्टडी तक हरसिंगार के फूलों की बरसात
7. आराधन का दृढ़ आराधन से दो उत्तर, बनास जन, दिल्ली, अक्टूबर-दिसम्बर 2014, पेज सं. 134-144, ISSN 2231-6558
8. अंधेरे तहखानों में छिपे आलोक वृत्त, कथादेश, दिल्ली
9. साहित्य की स्त्री दृष्टि, मंतव्य, अंक-1, मई 2015, पेज सं. 245-250, ISSN 2350-0050

E-Journals (National)

1. प्रेमचंद के संग : पहली बार उर्फ रसोई और स्टडी के बीच हरसिंगार के फूलों की बरसात
(<http://www.hindisamay.com/writer/रोहिणी-अग्रवाल.csp?id=1100&name=रोहिणी-अग्रवाल>)
2. देह के द्वार पर अनादृत स्त्रियाँ और हिंदी कथा साहित्य
(<http://www.hindisamay.com/writer/रोहिणी-अग्रवाल.csp?id=1100&name=रोहिणी-अग्रवाल>)
3. 'बरजी में काही की नाहिं रहें'
(<http://www.hindisamay.com/writer/रोहिणी-अग्रवाल.csp?id=1100&name=रोहिणी-अग्रवाल>)
4. कबीर का वैचारिक दर्शन
(<http://www.hindisamay.com/writer/रोहिणी-अग्रवाल.csp?id=1100&name=रोहिणी-अग्रवाल>)
5. हजारी प्रसाद द्विवेदी की स्त्री दृष्टि, स्त्रीकाल







f. Ramrati, Professor, Dept. of Hindi, MDU, Rohtak

1. "Muk Samvedan Ki Mukhar Dastan' Prof. Ramrati , Chapter included in book titled 'Haryana Ki Samkalin Kahani', P. No.267-274, published by Haryana Granth Acadamy, Panchkula.

Dr. Sushila, Professor, Dept. of Hindi, MDU, Rohtak

1. असगर वजाहत कृत 'मैं हिन्दू हूँ' कहानी –संग्रह में सामाजिक चेतना, वाडमय, अक्टूबर 2014, अंक-11, पृ. सं. 29-33, ISSN No. 0975-8321

Dr. Sheela Gehlot, Associate Professor, Dept. of Hindi, MDU, Rohtak

1. अभिमन्यु अनल के उपन्यासों में संयुक्त परिवार में वृद्धों की स्थिति, इण्डियन जनरल ऑफ सोशल कन्सर्नस, मई-अक्टूबर अंक-4, पृ. सं. 368-371, ISSN : 2231-5837

2. गिरिराज अग्रवाल के साहित्य में राजनीतिक सपरिवार, इण्डियन जनरल ऑफ सोशल कन्सर्नस, मई-अक्टूबर अंक-4, पृ. सं. 368-371, ISSN : 2231-5837

ii) Faculty Participation in conferences and symposia:

| No. of Faculty | International Level | National Level | State Level |
|------------------|---------------------|----------------|-------------|
| Attended | 01 | 04 | 00 |
| Presented Papers | 0 | 02 | 01 |
| Resource Persons | 0 | 20 | 00 |

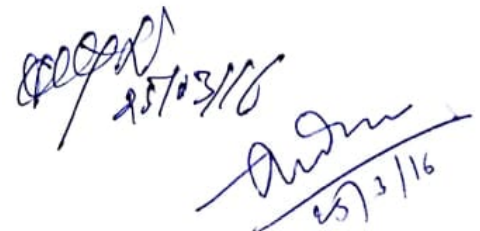
9. Innovative Practices

- Encouragement to Creative Writing.
- Interaction with Writers under 'Lekhak Se Samvad'.

10. Detail of Research Scholars of Department of Hindi:

- Registered Research Scholar during 2014-2015: 04
- Ph.D. Degree awarded during 2014-2015 : 04
- Total Ph.D Research Scholar Enrolled : 79
- J.R.F. : 07
- S.R.F. : 04
- U.R.S. : 05





Infrastructure and Learning Resources :

- Class Rooms : 03 • Lecture Theatre : 01 • Faculty Rooms : 09
- Office : 01 • Distance Education Center Room : 01 • Computer Lab : 01
- Computers : 08 • Laptops : 10 • Printers : 10 • Scanner : 01
- Photocopier : 01 • Projector : 01 • Podium : 01

12. Teaching Learning and Evaluation

- Internal Assessment
- Semester System
- Interactive Method of Teaching

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25.3.16

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25.3.16

PROCEEDINGS OF THE ACADEMIC AUDIT COMMITTEE

An academic audit for the session 2014-15 was carried out in the Department of History on 20.05.2016. The following members attended the Academic Audit Meeting:-

| | | |
|---|--|----------------|
| 1 | Dr. Promila Balra, Dean, Faculty of Social Science, M.D. University, Rohtak. | Chairperson |
| 2 | Dr. Amarjit Singh, Professor, Department of History, K.U. Kurukshetra | Outside Expert |
| 3 | Dr. Sall Mishra, Professor, Department of History, Ambedkar University, New Delhi | Outside Expert |

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

The evaluative report was consisting of the following:-

1. Curriculum Aspect:

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

2. Teaching, Learning and Evaluation

- There are four faculty members and all are professors and due to shortage of faculty members, there is temporarily arrangement of 3 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 but few more show cases should be provided initially. The museum should have its separate building and university should provide funds for this. In addition to this, the museum does not have any fund for purchase of antiquities and ancient objects. As a result, the development of museum is lopsided. Because now it has having only excavated and explored material.
- Though, the Department has Departmental Library, but there are only 1200 books and have subscribed 10 journals. The department should strengthen the library by adding lot more books. In the new premises, the library could not be operative because of lack of space.
- The total no. of actual teaching days were 160 and average percentage of attendance of students was 70%
- But due to lack of space the above learning facilities cannot be utilized by the stakeholders. So there is immediate need of proper and adequate space for such facilities. There is no assistant and library attendant as a result of which proper maintenance and functioning of the library is not possible. Hence at least one Assistant and one Attendant be provided.

3. Computer Lab:

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

4. Seminar Hall:

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

5. Observation regarding Infrastructure and Learning Resources:

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

6. Research Consultancy and Extension:

The department is conducting research mainly in the field of Archaeology a number of excavations have been conducted. In addition to this, explorations in Haryana, Punjab & Rajasthan are being conducted. But for this the teachers have to depend upon foreign celebrities 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.

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. There is extreme shortage of teaching faculty members. 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 session the situation will be more grim due to introduction of the CBCS as per NAAC requirements.
2. Secondly, Department does not enough space to install library books, which are lying closed in corridor. It is very difficult for the students of department to study the valuable books.
3. There is also a shortage of four class rooms and One Computer Lab also. At present the classes are being conducted in the faculty rooms.

The above shortcomings must be addressed immediately. In order to ensure the smooth Academic functioning of the Department.

(Dr. Amarjit Singh)


(Dr. Salil Mishra)


(Dr. Promila Batra)

Institute of Hotel and Tourism Management Maharshi Dayanand University Rohtak

Academic Audit Report (2014-15)

The Academic Audit Committee comprising Prof. Manjula Chaudhary, Department of Tourism & Hotel Management, Kurukshetra University, Kurukshetra, Mr. Shahid Husnain, Principal, IHM, Rohtak and Prof. A. S. Boora, Dean, Faculty of Management Sciences, MDU, Rohtak conducted the Academic Audit of the Institute on 28/04/2016. After verifying the facts and having interaction with the teaching staff and students, the committee makes the following observations and suggestions based on standardized criteria and evaluative reports as presented by the Institute:

Criterion – I: Curricular Aspects

The Institute is following the UGC/AICTE guidelines in developing the course curricula and also getting feedback from all the stakeholders i.e. the students, parents, industry as well as the society. The committee observe, practices followed are in line, however, more emphasis should be given on experiential and activity based learning, strengthening of the curriculum with case studies, special lecture series with the focus on providing skill based education to the students. The committee also suggested to introduce the choice based credit system (CBCS) from the coming session to give more flexibility to the students in selecting papers of their interest.

Criterion – II: Teaching, Learning and Evaluation

The committee witnessed that some of the faculty working in the Institute is guest faculty, due to which the teacher accountability in teaching, learning and evaluation may decline and adversely affect the interest of the students. The committee is of the view that if the guest faculty is replaced by regular faculty, it will definitely enhance the quality in teaching, learning and evaluation. Nonetheless, the regular faculty is doing its utmost with regard to the elements of this criterion.

Criterion – III: Research, Consultancy and Extension

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

Criterion – IV: Infrastructure and Learning Resources

The committee observed that though IHTM has quite impressive physical infrastructure yet the learning resources in the form of various labs i.e. Production and other aids need to be strengthened keeping in view the student intake. Moreover, the IHTM has a good team of research scholars, if a separate Advanced Research Lab with at least 30 latest computers with relevant licensed software (for data analysis also) be created which will definitely strengthen the Research, Consultancy and Extension base of the Institute. The committee also suggest that if the class rooms be enabled with the teaching aids like

LCD projectors, smart board etc., certainly may have positive impact on teaching and learning.

Criterion – V: Student Support and Progression

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

Criterion – VI: Governance, Leadership and Management

The Institute is continuously making efforts in its quality improvement using number of strategies in the domains of curriculum development, teaching, learning and research development. A strong library has also been established in the Institute as an extension of the Central Library of the University. The Institute has a sound alma mater and there is regular annual meeting of the Alumni. However, it is recommended that the Institute should strengthen its management information system to have updated information for interaction with the industry experts, academia and its alumni.

Criterion – VII: Innovations and Best Practices

The Institute is conscious about the innovative teaching practices and the enthusiasm among the students about learning was also observed. The institute has implemented a system of assessment of teachers by the students to ensure commitment and sincerity among the teaching fraternity. However, the committee suggest that the feedback so obtained be discussed in the meetings and corrective measures be initiated for the accomplishment of desired outcomes.



(Prof. Manjula Chaudhary)



(Mr Shahid Husnain)



(Prof. A. S. Boora)

Institute of Management Studies and Research Maharshi Dayanand University Rohtak

Academic Audit Report (2014-15)

The Academic Audit Committee comprising Prof. Daleep Singh, Pro Vice-Chancellor, SGT University, Gurgaon, Prof. M. C. Garg, Haryana School of Business, GJUST, Hisar and Prof. A. S. Boora, Dean, Faculty of Management Sciences, MDU, Rohtak conducted the Academic Audit of the Institute on 18/03/2016. After verifying the facts and having interaction with the teaching staff and students, the committee makes the following observations and suggestions based on standardized criteria and evaluative reports as presented by the Institute:

Criterion – I: Curricular Aspects

The Institute is following the UGC/AICTE guidelines in developing the course curricula and also getting feedback from all the stakeholders i.e. the students, parents, industry as well as the society. The committee observes practices followed are in line, however, more emphasis should be given on experiential and activity based learning, strengthening of the curriculum with case studies, special lecture series with the focus on providing skill based education to the students. The committee also suggested to introduce the choice based credit system (CBCS) from the coming session to give more flexibility to the students in selecting papers of their interest.

Criterion – II: Teaching, Learning and Evaluation

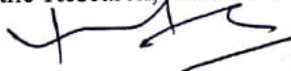
The committee witnessed that a good number of faculty working in the Institute is guest faculty and some of the core papers are also being taught by the JRFs, due to which the teacher accountability in teaching, learning and evaluation may decline and adversely affect the interest of the students. The committee is of the view that if the guest faculty is replaced by regular faculty, it will definitely enhance the quality in teaching, learning and evaluation. Nonetheless, the regular faculty is doing its utmost with regard to the elements of this criterion.

Criterion – III: Research, Consultancy and Extension

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

Criterion – IV: Infrastructure and Learning Resources

The committee observed that though IMSAR has quite impressive physical infrastructure yet the learning resources in the form of computer lab and other aids need to be strengthened keeping in view the student intake. Moreover, the IMSAR has a good team of research scholars, if a separate Advanced Research Lab with at least 30 latest computers with relevant licensed software (for data analysis also) be created which will definitely strengthen the Research, Consultancy and Extension base of the Institute. The



committee also suggest that if the class rooms be enabled with the teaching aids like LCD projectors, smart board etc., certainly may have positive impact on teaching and learning.

Criterion – V: Student Support and Progression

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

Criterion – VI: Governance, Leadership and Management

The Institute is continuously making efforts in its quality improvement using number of strategies in the domains of curriculum development, teaching, learning and research development. A strong library has also been established in the Institute as an extension of the Central Library of the University. The Institute has a sound alma mater and there is regular annual meeting of the Alumni. However, it is recommended that the Institute should strengthen its management information system to have updated information for interaction with the industry experts, academia and its alumni.

Criterion – VII: Innovations and Best Practices

The Institute is conscious about the innovative teaching practices and the enthusiasm among the students about learning was also observed. The institute has implemented a system of assessment of teachers by the students to ensure commitment and sincerity among the teaching fraternity. However, the committee suggest that the feedback so obtained be discussed in the meetings and corrective measures be initiated for the accomplishment of desired outcomes.


(Daleep Singh) 18/3/16


(M. C. Garg)
18/3/2016


(A. S. Boora)



Dated: 07.05.2016

MINUTES OF THE MEETING OF THE ACADEMIC AUDIT COMMITTEE (AAC)
HELD ON MAY 7, 2016 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 07.05.2016 at 12:30 Noon in the office of the Head, Dept. of JMC:

1. Dr. C. P. Singh
Professor & Head,
Dept. of JMC, GGSIPU,
Dwarka, New Delhi.
Outside Expert
(Member)
2. Prof. Rohini Aggarwal
Dean, Faculty of Humanities,
M. D. University, Rohtak
Member

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:

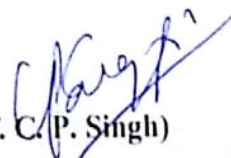
OVERALL REPORT (OBSERVATIONS OF THE ACADEMIC AUDIT COMMITTEE)


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.

cont'd...

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.


(Prof. C. P. Singh)
Outside Expert


(Prof. Rohini Aggarwal)
Member

Dept. of Journalism and Mass Communication

Academic Audit (Period 2014-15)

An Academic Audit for the session 2014-15 was carried out in the Dept. of Journalism and Mass Communication on 07.05.2016 at 12:30 P.M. The following members attended the Academic Audit Meeting:

- | | |
|---|----------------|
| 1. Prof. Rohini Aggarwal, Dean | Chairperson |
| Faculty of Humanities, M. D. University, Rohtak | |
| 2. Prof. C. P. Singh, GGSIPU, New Delhi- | Outside Expert |

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

(Parameters)

CURRICULUM ASPECTS

1. The Dept. of JMC conducted the following courses during the session 2014-15:

| | | |
|-----------------------|--------|------------------------------|
| a. MJMC (Two Years) | Intake | 30(06 additional admissions) |
| b. M. Phil (One Year) | Intake | 15 |
| c. Ph. D | Intake | 02 |
2. The syllabi of all the above course(s) is in accordance with UGC guidelines (Model Syllabus). The syllabus focuses on theoretical as well as practical aspects of the subjects. The M. Phil course is designed to build and attitude of teaching and research in students.
3. Students of the Dept. of JMC of MJMC (Final Year) underwent practical training in form of Media Internship with Media Organizations.
4. Feedback was taken from the students in the form of feedback proforma. The students rated the Dept. and its various facilities as GOOD (Average Score 3.01 out of maximum score of 4).
5. Feedback from Parents of students was taken. Parents rated the Dept. as GOOD.
6. Though there is no separate Dept. Library, yet the Central Library (Vivekanand Library) possesses about 4469 books on Journalism and Mass Communication out of which 247 books have been purchased during the session 2014-15. About 20 Journals are being subscribed for the Dept. of JMC in Vivekanand Library.

TEACHING- LEARNING AND EVALUATION

1. Department has 4 faculty members- 02 Professors and 02 Assistant Professors. 02 Faculty members are Ph. D degree holder and 02 Faculty members are UGC NET examination qualified.
2. The Dept. received total applications 140 against 30 seats for MJMC courses, 47 applications against 15 seats for M. Phil course. All the seats in these two courses were filled up.
3. Apart from regular semester examinations, the Dept. follows University norms for continuous evaluation in form of class tests, assignments and presentations.
4. Tutorials are conducted regularly in the Dept. separate provision for tutorial classes have been made on Saturdays in Dept. Time Table.
5. Personal Counselling of students on career aspects, personality development aspects, and academic aspects is done on regular basis by the faculty members.
6. The Dept. organized Awareness Programme on various aspects for the students.
7. Students (MJMC) were taken for educational/ practical training visit to All India Radio in September, 2014.
8. Teacher Students Ration is 1:19.5
9. Teacher Research Scholar Ratio is 1:6.5
10. The Dept. strictly follows the University Academic Calendar.
11. Teaching Learning Methodology is interactive in nature with Student-Centric Approach. Apart from regular class room teaching method, role-play, ICT based learning, presentation, practical assignment(s), field visit(s), media internship, etc. help in facilitating the teaching- learning aspects.
12. Three Extension Lectures/ Special lectures were organized in the Dept. during 2014-15.

RESEARCH CONSULTANCY AND EXTENSION ASPECTS

1. Two faculty members (Two Professors) are actively engaged in guiding research work of research scholars of the Dept. 16 research scholars are enrolled under these two faculty members.
2. All of the faculty members participated in International/ National Seminar/ Conferences/ Workshops, etc.

3. Faculty members presented research papers in Conferences, and Chaired Sessions too in Seminar/ Conferences during the session 2014-15.
4. Faculty members were invited as Resource Person/ Outside Experts in various Conferences/ Seminar/ Workshop.
5. Faculty Member (Prof. Harish Kumar) delivered Extension lectures in Colleges/ Universities.
6. Faculty members (Prof. Sarojini Nandal) delivered Radio Talk on AIR Rohtak on Social issues.
7. Faculty Member (Ms. Sumedha Dhani) organized Awareness Poster Exhibition on Social issues.
8. Faculty member (Sh. Sunit Mukherjee) delivered Extension/ Special lecture(s) in Colleges/ Universities.

INFRASTRUCTURE AND LEARNING RESOURCES

1. The Dept. has three class rooms (one each for MJMC- Previous, MJMC- Final and M. Phil courses). One Office Room, Faculty Room for faculty members, One Seminar Room, One Computer Room, One Store Room, One Room (IQAC/ CRS office)
2. One Modern Electronic Media Centre (Comprising of Radio & T. V. Studio) are in pipeline. (Would be functional from the session 2016-17).
3. About 247 books were added in Journalism and Mass Communication section during 2014-15.
4. The Dept. subscribes to 06 newspapers- 03 English and 03 Hindi at Dept. level. Besides, 09 Magazines and 19 Journals are available in Vivekanand Library for Dept. students.
5. One LCD and Public Address System has been added in E- resources during 2014-15.
6. Further, students have free access to Vivekanand Library facilities, including books, journals & e- resources.

STUDENT SUPPORT AND PROGRESSION

1. The Department has CAREER COUNSELLING AND PLACEMENT CELL to facilitate students' progression in Career.
2. Individual counselling- career, academic and personal is offered by faculty members to the students.
3. Students of the Dept. are engaged as Media Volunteer(s) for Zonal, Inter-Zonal Youth Festivals as well as important seminars organized in the University. The students undertook such MEDIA VOLUNTEER duties during 2014-15 too.

GOVERNANCE, LEADERSHIP AND MANAGEMENT

1. Management of department affairs is strictly as per University rules & regulations.
2. Department level decisions are taken in Departmental Committee Meeting.
3. The Leadership principle is of Democratic Participative nature.
4. Student admission is strictly as per merit on the basis of entrance test.
5. All the faculty members are members of either UGBOS, or PGBOS, or Faculty of Humanities committee, or Board of Studies of other Universities. Thus, well- versed in academic governance and leadership.
6. One Faculty member (Sunit Mukherjee) is holding the charge of Director, Public Relations of the University.

INNOVATIVE PRACTICES

1. The Dept. focuses on multiple avenues for holistic personality development of students, including participation in co- curricular and extra- curricular activities.
2. Engagement of students as MEDIA VOLUNTEER in Youth Festivals and Seminars of University.
3. Discussion programmes are organized to facilitate development communication skills, and raise over all awareness level of students.
4. Participation of students in Radio Shows of All India Radio.
5. Students are encouraged to undertake field visits for practical assignments.


6. New Media Initiative- A Special Group has been created on Facebook to facilitate interaction and learning for the students.
7. The Dept. follows all IQAC guidelines, including feedback mechanism students, and parents, etc.

SUMMARY

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

During the session 2014-15, similar efforts were made by the department to facilitate a congenial atmosphere of learning, higher studies & research personality development of students, and developing a social attitude in students.


(Prof. C. P. Singh)
GGSIPO, New Delhi


(Prof. Rohini Aggarwal)
Dean, Faculty of Humanities
M. D. University, Rohtak

MINUTES OF THE MEETING OF ACADEMIC AUDIT COMMITTEE IN LAW HELD ON 16.05.2015 (MONDAY) AT 11.00 A.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 16.05.2016 in the office of the Head, Department of Law.

The following members were present:

- | | |
|---|------------------------|
| 1. Prof. Nuzhat Parveen Khan, Department of Law, Jamia Millia Islamia, New Delhi | Outside Expert, Member |
| 2. Prof. Rajpal Sharma, Chairman, Faculty of Law, Kurukshetra University, Kurukshetra | Outside Expert, Member |
| 3. Prof. Badruddin, 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 2014-15 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) At present the following Five courses are being run in the Department:-
1. 5-Year Integrated B.A.LL.B (Hons.) with intake of 160 students
 2. LL.B (3 Year) course (Morning & Evening Shift) with an intake of 80 students each.
 3. LL.M (2 Year) course (Morning & Evening Shift) with an intake 30 students each.
 4. Ph.D (Law) with an intake of 20 students.
- b) The syllabi of all the above mentioned courses are in accordance with norms of Bar Council of India/UGC. As a result, more than 20 students qualified the NET/JRF. All the UG and PG courses were last revised in 2009-10 and 2010-11.
- c) The feedback from the students was taken once in the proforma's of feedback in December 2014 and the suggestions were incorporated. Feedback for the session 2013-2014 reveals that the students have rated the Department in the "Very Good" category giving an average score of 3.5 score (A grade) out of the maximum score of 4.

- The students have free accessibility to meet the HOD as well as all the faculty members as and when required.
 - Library is very rich so far as the quantity and the quality is concerned (with an access to E-data) and being used by the students regularly which help them to enrich their knowledge in the profession/life.
- d) Parents were also invited and their feedback was also obtained. The parents strongly agreed on almost all the parameters. However, few parents disagreed on the factor “Department makes good efforts for the placement of students”. The Department as well as the University has started making good efforts in this direction and a placement cell is established at University level for the purpose.

Teaching Learning and Evaluation Aspects:-

- a) The courses running in the Department are in great demand as the Department received in total 1763 applications, against 160 seats of B.A.LL.B 5 Year course, 942 applications for LL.B 3 Year course (Morning shift) for 80 seats and 596 application for LL.B 3 year course (Evening Shift) for 80 seats. Further, 299 applications were received for LL.M against 30 seats & 123 application for Ph.D. Wide publicity about admission is given by the University by giving notifications in national as well as regional news papers and through internet.
- b) Apart from regular examinations, the Department strictly follows University norms for continuous evaluation of students in the form of class tests, assignments and regular presentations.
- c) Tutorials/Remedial classes are also conducted for the overall academic improvement of the students.
- d) Department has strength of 24 Faculty members including 12 Professors, 01 Associate Professors & 11 Assistant Professors.
- e) All the faculty members are highly qualified with Ph.D Degree.
- f) Teacher student’s ratio is about 1:40.

Research Consultancy and Extension Aspects:-


- 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 2014-15.
- b) Most of the faculty members have participated in seminars/conferences/workshops and also delivered Guest Lectures during this period.
- c) The Department has started one new course i.e. LL.M (Evening) for further expansion of the Department.


Infrastructure and Learning Resources:-

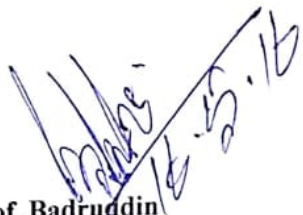
- a) The Department is well equipped in terms of Library, Class Rooms and other support systems.
- b) Students are encouraged to e-learning with the help of internet facilities in the Department
- c) About 44 students were pursuing their Ph.D. degree during 2014-15 and out of these, 09 have been awarded Ph.D. degrees.

Students Support and Progression Aspects:-

1. National Seminar on "Legal Education in India & Career in Law" on 21st February 2015.
2. Workshop on "Legal Awareness among Girl students regarding their Rights and Duties" on 20-21 March, 2015.
3. All the students are encouraged to take part in extra-curricular activities such as educational tours, sports and co-curricular activities etc.
4. Drop out ratio is very less i.e. 10 per cent.


Prof. Nuzhat Parveen Khan
(Outside Expert)


Prof. Rajpal Sharma
(Outside Expert)


Prof. Badruddin
(Head & Dean)

DEPARTMENT OF LIBRARY & INFORMATION SCIENCE
(Academic Audit Report 2014-15)

PROCEEDINGS OF THE MEETING OF THE COMMITTEE CONSTITUTED BY THE VICE-CHANCELLOR FOR ACADEMIC AUDIT OF THE DEPARTMENT OF LIBRARY & INFORMATION SCIENCE, M.D. UNIVERSITY, ROHTAK HELD ON 14.05.2015 AT 11.30 AM IN THE OFFICE OF HEAD, DEPARTMENT OF LIBRARY & INFORMATION SCIENCE, M.D. UNIVERSITY, ROHTAK.

The Academic Audit for the year 2014-15 was conducted on 14.05.16 in the office of the Head, Department of Library and Information Science at 11.30 am. All the parameters as per IQAC guidelines were examined and verified by the committee. Proceedings of same the meeting are given below.

The following members were present:

1. Prof. Promila Batra, Dean, Faculty of Social Science, M.D. University, Rohtak
2. Prof. Jaideep Sharma, Prof. Lib. & Inf. Science, Indira Gandhi National Open University, Maidan Garhi, New Delhi-110068.
3. Dr. D.V. Singh, University Librarian, University of Delhi, Delhi-7.
4. Dr. Satish Kumar Malik, Head, Department of Library & Information Science, M.D. University, Rohtak.

1. Curriculum Aspects

- The curricula of two-year integrated masters and PhD course of the Department of Library and Information Science was designed as per the broad guidelines of UGC-CDC report and duly approved by the board of studies.
- The curricula was designed and revised in 2012 to match both at the mainstream level with the local touch, incorporating job orientation aspects and market driven
- The presence of the course, communication skill and technical writing, in the curricula lodged unique impact on the students' competencies. Along with opportunities are found to incorporate value-education, social ethics and hands-on experience are well taken care of.
- Information and Communication Technologies (ICTs) was the thrust area at the apex level with practical training followed by the theoretical orientations.

2. Teaching, Learning and Evaluation

- Considering the teaching-learning facet being crucial, the Department made multiple amenities to ensure the same. At the very beginning, ratio between the number of applications and actually admissions taken was marginal and now increased to 2.84 per seat, which is impressive.
- Proper methods are taken into consideration for good delivery in the classroom.
- Student's feedback is a regular feature in the teaching-learning process and this year it shows an elevation of 3.17 on 4 point scale, which implies the qualitative improvement.
- The Department has latest state-of-the-art technology aids including electronic podiums, interactive digital panels and projectors
- The faculty-student ratio is 1:18. All the faculty members are academically sound with PhDs and having adherence to different academic background.
- The performance of the students are monitored with wide ranging of features; continuous assessment, at the end, with semester examinations. Some of the courses are designed and assessed with group discussion, brainstorming and seminar presentations. The multilayer assessment practices, some are

D.V. Singh
14/5/16
Sharma
14/5/16
Sunita

innovative in their own way, are verbally communicated by the teachers at the initial days of lecture, so that students get ready with preparation.

- Personal guidance by the teachers to the students who show miserable performance, irregularity and in understanding the subject is monitored. Tutorial classes (i.e. minimum 1 per week on every subject) are made available for re-understanding the subject. This aspect exhibits the healthy trend of the Department.
- Special extra classes are offered to the students for preparing them for UGC-NET/JRF.
- Shortage of attendance of the students is being communicated to the students every month during the entire Semester.
- News reading circle has been established in the Department in 2015.
- Internal assessment is done as per the common university guidelines.

3. Research, Consultancy and Extension

- During the assessment period the PhD students' strength were 5, which was encouraging.
- Research interest areas are multidisciplinary in nature and lie in various subject areas such as information retrieval, human resources management, ICT applications in libraries, e-resource management.
- Two faculty members were invited 9 times for invited and extension lectures at various educational institution
- Two faculty members attended workshop and refresher course
- One faculty member conducted 1 plagiarism workshop and other 4 faculty member attended 5 different conferences on various themes.

4. Infrastructure & Learning Resources

- The Department has also a rich collection in its departmental library along with good number of titles by international publishing houses; Academic Press, Chandos, Libraries Unlimited, Facet and many others.
- Teaching with aids is regularly considered high in the Department and therefore an Internet facility with Wi-Fi and LAN is available, so that demonstration with online connectivity can be found much helpful.
- Smart classrooms with electronic podiums and a computer lab with 15 PCs, printers and scanner with online power backup are additional benefits for the learners.
- Faculty members are also equipped with 5 desktop and 3 laptops to manage their teaching and research activities.
- A new research chamber for doctoral students was also made available additionally.

5. Student Support and Progression

- The provision of placement and counseling facilities is also an additional feature of the department availing traineeship in big government organization in Delhi, also helps the students learn many advanced techniques in the field with little fixed amount of money. One teacher has been appointed as the Coordinator for the Career and Counseling Cell in the Department.
- There is compulsory 1 month internship after 2nd semester and 2 months internship after 4th semester for industry exposure.
- Parents-teacher meeting additionally brings advantages in knowing the students better as the parents come up with valid inputs. The students' productivity is good in terms of pass out records with first divisions (i.e. 67%) and clearing UGC-CBSE-NET at the national level. The record, 1 JRFs and 5 NET qualified scholars are one among many surprises which makes the total 16 NET/JRF in totality.

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- Very nominal dropout rate (i.e., 2.7% which is only 1 student) shows that student has taken so much interest in the subject.

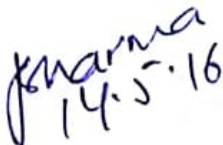
Innovative Practices

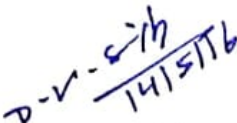
- Practical experience on the course content is given by explaining them the content in the real problem situations by using university library's resources.
- Use of PPTs, brainstorming sessions, seminars, extempore competitions, tutorials and group discussions are regular features of the department and internal assessment is being done on these bases.
- Library tour to Kumaun University, Nainital adjoining areas was organized in 2015.
- 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.
- There is compulsory 1 month intership after 2nd semester and 2 months internship after 4th semester.
- 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 Committee 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. At the same time some extension and series lectures by scholars from outside of high repute of contemporary inter-disciplinary areas are needed to update the students and often the faculties also.


14.5.16
(Promila Batra)


14.5.16
(Jaideep Sharma)


14/5/16
(D.V. Singh)


14.5.16
(Satish Kumar Malik)

Department of Microbiology

The Academic Audit meeting held at Department of Microbiology on 31st March, 2016 at 10:30 AM. The following outside experts were present including HOD and faculty members of the department.

- Prof Rup Lal, Department of Zoology, University of Delhi, Delhi-110007
- Prof J.S. Viridi, Department of Microbiology, University of Delhi South Campus, New Delhi-110021

The department discussed the self evaluation report and resolved the things as documented below:

The committee appreciated the progress made by the department towards development of the laboratory facility and growth it has made in the field of microbiology. The committee surveyed the department and interacted with the students and faculty members to share their thoughts for the further growth of the department:

The Committee recommended:

- Training amongst departments should be emphasized on Interdisciplinary research. Research should be encouraged to push innovative idea.
- Scientific projects having applied output should be proposed.
- Interactive teaching should be developed so that students get state-of-art training.
- Entrepreneurships product related to microbiology should be encouraged in the department such as probiotics, fermentation products etc.
- Biosafety instruction in a large chart should be displayed in the laboratories.
- Technology incubator facility should be proposed.
- Idea generation should be encouraged to attract industry
- To encourage scientific discussion a common-cum-tea club facility should be established in the department so that people can come together and share their activities.
- Department of Microbiology offers two M.Sc degree programmes in the CBCS pattern:
1. M.Sc. in Microbiology, 2. M.Sc. in Microbial Biotechnology, The selection of candidates is based on the merit list made after a common entrance test for Life Sciences
- For overall development of students, measures have been taken in the Curriculum design so as

to have more emphasis on practical learnings and to meet the demands of the changing academic scenario. Dissertation work in the final semester has been introduced to encourage research culture in the students

- It's a standard practice of discussing the most recent developments that are taking place in the respective disciplines at the international level.
- Courses for Biostatistics and Bioinformatics should preferably move to first/second semester.
- Training related to improvement in the communication skills and delivery of seminar and presentations should be imparted in first semester itself.
- Topics related to Intellectual Property Rights should preferably be included in the last two semesters.
- The Microbial Energetics (Under second Semester) be incorporated with contents suggested by the members.

Recommendations

The experts enquired about the progress and development of the new building which was proposed in 2013 by the department to the authorities. The outside experts have suggested the department to develop a separate building and BSL-III facility for the progress of the department and the smooth running of the research at the earliest.

The outside experts inquired about the progress of research programmes and mode of admission for Ph.D. in Department. They strongly recommended that a separate Ph.D. entrance exam should be conducted for Department of Microbiology as this discipline is substantially different from other disciplines of life sciences.

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 brainstorming, 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
- To ensure students' quality enhancement?
- Importance given to students Feedback mechanism, questionnaire – feedback on courses, teachers and campus experience, Students make a full use of modern technologies in interactive sessions like seminar, tutorials etc., Students are asked to plan activities like study tour and submitted a comprehensive report on their exposure obtained.
- The department should have a separate computer centre facility for its student. Therefore, additional computers for students are highly recommended meet the demands of 60 students.

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.
- A departmental Library should be created to meet the specific needs of the students.
- Additional equipment like Weighing balance and pH meter should be obtained for each M.Sc. Laboratory.
- Precautionary measures like using Laboratory mask and laboratory coats should be


- Industrial training should be introduced in the curriculum.
- Short term Project/training should be done by the students in the department itself
- The Department has only one LCD projector and No interactive board facility. Therefore, additional 3 LCD projectors and 4 interactive boards may be obtained to enhance the quality of education.
- Additional specialized laboratories are to be created to meet the needs of specialized projects work.

Research, Consultancy and Extension

Faculty members of the Department have already got funding worth Rs 3.0 Crores for research from various funding authorities. Rest of the faculty members in Department of Microbiology have applied for research projects to various funding authority.


 Prof. P.K Jaiwal

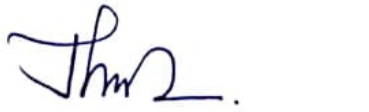
Dean, Life Sciences,
 MDU.Rohtak


 Prof. P. Shukla

HOD, Microbiology
Dr. P. SHUKLA
HOD, Microbiology


 Prof. Rup Lal

Outside Expert
 Molecular Biology
 Laboratory, Deptt. Of
 Zoology, University of Delhi


 Prof. J.S Virdi 31/3/2016

Outside Expert
 Department of Microbiology, University of Deli

Minutes of the meeting of Academic Audit committee (AAC) in Music held on 29 March, 2016 (Tuesday) at 11. 00 AM in the office of Head, Department of Music, Maharshi Dayanand University, Rohtak

A meeting of the Academic Audit Committee (AAC) consisting of the following members to carry out the Academic Audit of the Department was held on ^{29th March, 16} in the office of the Head Department of Music.

The following members were present:

- | | |
|---|-----------------|
| 1. Prof. Anupam Mahajan Deptt. Of Music, University of Delhi, Delhi | Out Side Expert |
| 2. Prof. Alka Nagpal Deptt. Of Music, University of Delhi, Delhi | Out Side Expert |
| 3. Prof. Desraj Deptt. Of Sociology, M. D. Unversity, Rohtak | Member |

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 2014-15 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 2013-14
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 24 students
 3. Pre Ph. D. Music with an intake of 12 students
 4. Ph. D. Music
 5. Two years Diploma Course in Harmonium with an intake of 20 students
 6. Two years Diploma Course in Tabla with an intake of 20 students
- B) The syllabi of all the above mentioned courses are mainly in accordance with UGC curriculum. As a result more than 14 students qualified the NET/JRF.
- C) All the courses focus on employability and development aspects and last revised in 2012-13

- 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 20014-15 reveals that the students have rated the department in the very good category giving average 3.4 score (Very good 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.
 - 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 40 applications together of MA Vocal & Instrumental against 30 seats the department offer.
 - ii. 80 application were received against 40 seats of 2 years Diploma course in Harmonium & Tabla.
 - iii. Applications were received against the total available 35 seats for M. Phil., and 29 seats for 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 4 faculty members and all are professors.
- D. Teacher student ratio is about 1:7
- 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 till 31st March, 2015, the number of papers, chapter in books published in the session 20014-15. The list is given below:

| Period | Number of paper published in journals | Number of chapters in books | Number of books edited | Number of books with isbn with details of publishers | Number of papers in proceedings of the conferences |
|---------|---------------------------------------|-----------------------------|------------------------|--|--|
| 2014-15 | 2 | 2 | 1 | | 2 |

- B. Most of the faculty members have participated in seminars/conferences/workshops and delivered invited lectures also during 2014-15. Papers by the teachers were presented in 4 conferences/seminars.
- C. The fund of Rs. 2 lacks sanctioned by the UGC were utilized by purchasing musicals instruments for the betterment of students during the session 2014-15.
- D. Two lecture-demonstrations were organized in the music department on the subject
- "Bandishes of unpopular ragas by Pt. Sanjay Guha on 22/9/15,
 - Bandishes of Morning Ragas by Prof. Shailendra Goswami on 4/9/15
 - lecture on Percussion instrument by Shbhashish Ghosh Sabyasanchi on 18/4/15
- E. 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 2014-15.
- F. Invitations came as resource person to the faculty members of the department.
- G. Faculty members are invited by various colleges/universities for delivering extension lectures in the session 2014-15.
- H. Faculty members are invited by various colleges/universities for delivering extension lectures.
- I. Two workshops were organizing for 13 days by Prof. Ravi Sharma and 7 days by Prof. Hukam Chand at Kurukshetra University Kurukshetra.

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 library.
- C. As many as 35 scholars are pursuing Ph. D. degree during 20014-15
- D. Department is having 1050 books in the central library and subscribing 5 magazines.
- E. All the faculty members are having one computer each.

Student Support and Progression Aspects

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

Innovative Practices

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

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


The very basic thing done for the quality enhancement is the preparation for examination of academic calendar of the year. The teachers devote their time in personal counseling and encourage the students to participate in youth festivals, their active participation in music concerts and moral activities. The

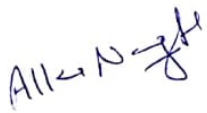
Academic enhancement is stressed by arranging extra classes/extension lectures. The teachers motivate the students to go to library to consult various source of study material and reference books also.


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

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

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


Prof. Anupam Mahajan
Deptt. Of Music,
University of Delhi


Prof. Alka Nagpal
Deptt. Of Music
University of Delhi


Prof. Desraj
Deptt. Of Sociology,
M. D. University, Rohtak

**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 12-03-2016 at 12.00 p.m.:

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

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

1. Curriculum aspects:

Strengths:

- The department runs B.Pharm. M.Pharm. in five disciplines (Industrial Pharmacy, Drug Regulatory Affairs, Pharmaceutical Chemistry, Pharmacognosy and Pharmacology) on regular basis and Ph.D. in Pharmaceutical Sciences on regular basis
- The B.Pharm. and M.Pharm. Syllabuses have been revised w.e.f. 2014-15 by considering the AICTE model syllabus as well by comparing the syllabus of neighboring universities.
- The syllabus is included with recent trends and techniques in accordance with current needs of the industry in order to improve the employability of the students.
- The feed-back of faculty members and persons from industry has been considered in revising the syllabus.
- To enhance the knowledge of information technology to students, a subject of computer science has been included in 4th semester of B.Pharm. Course.

Weaknesses

- There is no proper system is available for getting feedback of students and alumni for the revision of syllabus. Skill development of the students is lacking.

Recommendations

- The department may devise the mechanism for obtaining the mechanism for getting feedback of students and alumni for the improvement of academic activities. Moreover, more focus on the skill development through revision of syllabus is recommended.

2. Teaching and evaluation:

Strengths:

- The department enjoys the status of most preferred department for B.Pharm. and M.Pharm. Admissions in the state of Haryana evidenced by the 215 applications received against 54 seats in M.Pharm, 546 applications against 60 seats in B.Pharm. and 124 applications against 25 seats in Ph.D. course during the academic year 2014-15.

Dr. R. S. Singh
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- All the M.Pharm. Courses run by the department are approved by AICTE and the students with GPAT qualification are receiving fellowship of Rs.8000/month (more likely to be revised).
- The existing method of continuous student assessment (sessional examinations and viva during practical classes) is appreciable and adequate.
- The department follows the academic schedule as notified by the university strictly.
- The department is using LCDs/computers/interactive boards for teaching, particularly in PG classes. There is a good practice of delivery of seminars, by PG students. Class room teaching in UG classes are adequate with good infrastructure.
- The teachers in the department are highly motivated, and concerned about the students, and have been actively involved in the academic & personal counseling of students. The department has also started some very novel practices, such as "Induction programme", and "Parent Teachers meeting", which are highly appreciated.
- The teachers also encourage the students to prepare for entrance exams related to higher studies (GPAT/MAT/CAT etc.).
- The department has presently 03 Professors, 03 Associate professors and 11 Assistant Professors. Out of 17 faculty members 15 are having Ph.D. and remaining 02 are pursuing their Ph.D. The faculty members are well qualified, as per norms of UGC. They also have good participation / presentations in seminars / workshops, etc.
- The faculty members have participated and presented number of papers in national and international conferences.
- The faculty members of the department have contributed as resource persons in various national and international conference/workshops/seminars.
- An adequate number of faculty members have been allowed and attended the faculty development programmes.

Weaknesses:

- There have been very less number of guest lectures in the last year.
- Number of faculty is short (only 17, against present requirement of 26). As per academic requirements including work load, 26 teaching faculty members are required, as against of 17 in place/position at present.
- Timely declaration of results is a problem which affects the chances of to get admission in higher studies of institutes of national repute.
- Interactive classrooms exist but not adequate.

Recommendations:

- Existing vacant faculty positions needs to be immediately filled up. New teaching positions in Pharm. Chemistry, Pharmacology & Pharmaceutics needs to be created in accordance with the actual requirements. (The contractual positions be converted to regular post)
- The department has to conduct more guest lectures using the resource persons from industry as well academics.

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- There should be timely declaration of results.
- More number of Interactive classrooms is needed.

3. Research, consultancy and extension:

Strengths

- The faculty members of the department is actively engaged in several research areas, which resulted in a publication of **390 publications in last five years** and 96 publications during 2014-15 in journals of national and international repute.
- Students / research scholars from the department are pursuing their projects, jointly with several industries / research organizations / other universities
- The department has received research grant of Rs. 15 lakhs from funding agencies in last year.
- The department has a separate PG block as well as equipped laboratories to cater the need of research activities of faculty members and students.
- Participation of the department in the extension activities has been initiated by a few faculty members.

Weaknesses

- Research labs to enhance research activities need to be created.
- All the faculty members are not involved in "funded" research projects and they must make efforts to get funded research projects from outside agencies.
- There is no formal collaborations with outside agencies as well there are no international collaborations.
- Till date no financial resource has been generated through consultancy projects/services.
- Extension activities are not sufficient.
- Only a few faculty members are publishing their work in quality journals.
- MOUs should be signed with institutions of national importance for facilitation of research.

Recommendations

- The department/faculty members must take efforts to
 - Improve collaborations with outside agencies
 - Get more funded research projects
 - Generate resources from consultancy services
 - Enhance extension activities
 - Enhance quality of publications
 - Creation of Journal Club for PhD Scholars

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 adequately serves the purpose.

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- **Computers:** The department has good number of computers (87 + 04 laptops), along with the printers, 3 LCDs, etc. The faculty members and students are provided with internet facility.
- **Laboratories:** An adequate number of laboratories have been provided in the old block and in the new block. All these laboratories have the requisite provisions of gas / water/ electric supply, as per norms.
- **Equipments:** The department has equipments worth of more than 3 Crore including HPLC, HPTLC, AAS, CHN analyzer, TGA analyzer, FTIR and UV-Spectrophotometer etc.

Weaknesses

- There is no computer – qualified personnel in the department, to take care of computers. Most of the computers need upgradation.
- Subscription to Science direct and Bentham science journals are not available
- The numbers of laboratory staff are not adequate as per the requirements.
- There is no technical person to handle the sophisticated instruments
- The department has limited budget (Rs. 40,000 per year) for the repair and maintenance of costly equipments.
- The department has no power backup and even the UPS of many computers are out of order.
- The seminar hall has inadequate furniture.

Recommendations

- More number of latest text books / journals, pertaining to pharmacy, should be procured annually, by the department, as per AICTE / PCI norms.
- The university must appoint computer qualified person in the computer lab in order to maintain the laboratory in more efficient manner.
- The university library may initiate the process of subscription of journal databases belongs to Science direct and Bentham science journals in order to cater the need of research activities of the department.
- The university must appoint the technical person to take care and operate the costly instruments in the department. Every lab must have at least 01 lab attendant.
- The budget for the maintenance and repair may be increased sufficiently.
- The department must be provided with generator facility/power back up.
- Gas supply must be restored in labs.
- Wi-Fi facility must be provided in the department.
- The seminar hall has to be provided with adequate furniture.

5. Students support and progression:

Strengths

- The department has a good success rate pass percentage in 1st attempt (success rate) of students at PG level.

Dr. Reshmi
12/3/16

(Signature)

- **Drop out rate:** The department has a low drop out rate in UG and PG programmes. In M.Pharm. Programmes, the drop out rate are almost nil as all the courses are approved by AICTE, New Delhi.
- The teachers in the department are highly motivated, and concerned about the students, and have been actively involved in the academic & personal counseling of students. The department has also started some very novel practices, such as "Induction programme", and "Parent Teachers meeting" which are highly appreciated.
- Students of the department are finding jobs in very good companies.
- The department has alumni cell in co-ordination with the university.
- The department follows student feed-back system.

Weaknesses

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

Recommendations

- The department has to put more efforts to improve the placement of students.
- The student feed backs should be considered while revising the syllabus.
- At least there should be an alumni meet every year and alumni feed-back should be collected.
- Study/Industrial tours must be organised every year.
- More number of motivational lectures, personality development programs must be conducted.

6. Innovative practices:

Strengths:

- The department is using LCDs./ computers for teaching, particularly in PG classes.
- There is a good practice of seminars, by PG students, which improve their communication skills.

Recommendations

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

Any other observations:

The committee members appreciated the efforts made by the department in imparting quality academics and research in the department that eight students have qualified GPAT exam in the previous year which was better than before year. Members suggested that more efforts should be made to bring awareness among the students regarding importance of GPAT examination. For this, specific slot should be earmarked in B. Pharm final year time table to guide the students about GPAT.

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



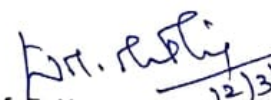
12/3/2016

(Prof. S. H. Ansari)
Jamia Hamdard,
New Delhi.



12-5-16

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



12/3/16

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

MAHARSHI DAYANAND UNIVERSITY ROHTAK
MINUTES OF MEETING OF THE COMMITTEE FOR CONDUCT OF ACADEMIC AUDIT FOR
2014-15 OF DEPARTMENT OF PHYSICAL EDUCATION.

The meeting comprising of following members was held at 10 a.m. in the Department of Physical Education for the Academic Audit of the Department.

1. Prof. Bhagat Singh
2. Prof. Arvind Malik, Outside Expert, Dean, Faculty of Education, M.D.University Rohtak
Kurukshetra .University. Kurukshetra.
3. Prof. Gurmeet Singh, Outside Expert, Punjab University, Chandigarh.

A presentation about the courses offered, availability of Research facilities and achievements was made by H.O.D.(Physical Education).

The following observations were made by the committee members including the panel of outside experts.

1. Department of Physical Education is running four major Courses of Physical Education i.e. B.P.Ed. two year programme, M.P.Ed. two year programme, M.Phil. in Physical Education and PG Diploma in Yoga Science. In M.P.Ed. Programme choice based credit system introduced as per UGC requirement. There are core, elective and foundation paper in the course.
2. There is dearth of adequate number of class rooms and whatever class rooms are available in the Department are not equipped with multimedia projector and smart class rooms.
3. There is no provision of online teaching material for the students in the Department. Though Department is having internet facility and photocopier machine.
4. There is a need of strengthening the activity of research by each faculty members and also there is a great necessity of taking the financial assistant from UGC, DST, SAI and some other similar agencies.
5. There are three URS and three JRF working in the Department. Five student were qualified in UGC NET 2014-15 and approximately 10 students have qualified the test like CTET and HTET etc.
6. There is necessity of adequate space for Department of Physical Education so that the teaching and Research activity could be carried out smoothly.

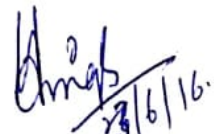
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7. A large number of students have participated in different sports activities in national and international level.
8. There is necessity of exercise Physiology Lab., Bio-Mechanics Lab. and Computer Lab. for the students of Physical Education Department.
9. There is a scarcity of teaching staff in the Department of Physical Education. University must appoint sufficient number of staff to cop up the work load in the Department of physical Education.
10. There is a dire need of rooms for faculty members. So Department must have sufficient numbers of rooms for the faculty members.
11. There is a necessity of Research project independently for every faculty member.


Recommendations :- The committee appreciated that department is running four major course of physical education but department needs to strengthen it's research activities. The committee observed that there is insufficient space for teaching and research activities and there is no instrument for Exercise Physiology and Bio-Mechanics lab so committee is of opinion that department must have different labs for research activities. The department has four sanctioned post that need to be filled up on urgent basis


23/06/16

Prof. Arvind Malik
Outside Expert ,Academic Audit(K.U.K)


23/6/16

Prof. Gurmeet Singh
Outside Expert
Academic Audit(P.U.Chandigarh)


23/06/16

(Prof. Bhagat Singh)
Dean Faculty of Education

Proceedings of Academic Audit of Department of Physics, M.D. University, Rohtak for the session 2014-15 held on 29.03.2016 at 11:00 am.

The academic audit of the Department of Physics was held on 29.03.2016. The following members were present:

1. Prof. V.K. Sharma
 2. Prof. Sunita Srivastava, Department of Physics,
Punjab University, Chandigarh
 3. Dr. P.K. Chaudhary, Scientist G,
Solid State Physics Lab. (SSPL),
Lucknow Road, Timarpur, Delhi
- 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 has gone through the Annual Departmental Report for the academic year 2014-15 placed by the Head of the Department. They also visited M.Sc. Teaching Laboratories and Research Labs.

The following are the observations/recommendations of the committee:

1. Curriculum aspects:

- The Department has one PG M.Sc. course and research program in Physics (Ph.D. Physics). The M.Sc. course is of two years (four sem.) duration. The syllabi are regularly updated and revised by involving outside subject experts. The syllabi are designed not only to impart knowledge but also to ensure success in the National level competitive examinations.
- The committee members also interacted with the students. The feedback obtained from the students by the committee revealed that overall rating of the feedback taken from students of M.Sc. is 2.89.
- The students have free accessibility to meet the HOD as well as all the faculty members as and when required.
- The Departmental Library has 860 books and being used by the students regularly which help them to enrich in their knowledge in the professional life.
- The Departmental also makes good efforts for the placement of the students. The Department as well as University has started making more efforts in this direction.

2. Teaching – Learning and evaluation:

- The course running in the Department is in great demand as the Department received 2036 applications against 60 seats of M.Sc. Physics. The Department has well-equipped laboratories, classrooms and seminar rooms with modern teaching aids. The teacher-student ratio is 1:10 which is excellent for dissemination of knowledge. The students learning status is assessed regularly through assignments, seminars,



sessionals and semester tests. The teachers are also encouraged to participate in workshops/seminar/conferences.

- Apart from regular examination, the department strictly follows University norms for continuous evaluation of students in the form of class tests, assignments and regular presentations. Tutorials were also conducted for the overall academic improvement of the students.
 - Department has a strength of 11 faculty members (5 Professors, 1 Associate Professors and 5 Assistant Professors). Out of 11 regular teachers, 9 are holding Ph.D. degree as highest qualification and other are pursuing their Ph.D.
(Annexure 1)
 - The Central Library has more than 10,000 Physics Books and subscribed to 09 National & 02 International Journals in addition to online Journal subscription of Science Direct by the Central Library. The Department has a well furnished Computer Lab with 35 Computers and Internet Connection. Every teacher in the Department has been provided with Computer with Internet Connection.
3. Research, Consultancy and Extension:
- Four Ph.D. students have successfully completed their doctoral work and ten are pursuing their Ph.D. during 2014-15.
 - The faculty members are actively involved in various research projects funded by the National agencies like DST and UGC and have published 29 research papers in reputed journals with good impact factor during 2014-15. (Annexure-2)
 - Project (s) awarded to the Teacher (s) or currently being pursued, with details fo the project (s) and its sponsoring agency
 - A UGC Major Project entitle "Synthesis of conjugated polymer and grapheme based thermally conducting nanocomposites for microwave absorption and electromagnetic shielding" has been awarded to Dr. Anil Ohlan sponsored by the UGC. Period w.e.f. July 2012 – June 2015.
 - Dr. S.K. Chaudhary, Dr. Rajesh Parmar, Dr Grima Dhingra & Dr. Rajni Bala presented 13 no of research paper in National / International. (Annexure 3)
 - Department has received SAP grant of 70.50 lacs from UGC with ref to letter no. F530/5/DRS/2012 (SAP-1) Dated 12 May 2012 and FIST grant of 93 lacs from DST wide letter no. phy-254 dated 8/5/2012. (Annexure 4)
 - Some faculty members of the Department are also engaged in collaborative research work in India. (GJU, DU etc)
 - Dr. S.K. Chaudhary and Dr. (Mrs.) Harjeet Kaur are the life member of the following:
 1. Third World Organization for Women in Science Trieste Italy.
 - 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 (Hindwivac, VICO)
- Impedance Analyzer
- FTIR Spectrophotometer
- Ten students are pursuing their Ph.D. degree. Four students have been awarded Ph.D. degree.

5. Student Support and Progression:

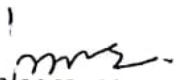
- Student strength


| | | | |
|---------------------------------|------------|------------|-----------|
| M.Sc. 1 st Semester: | Total = 60 | Girls = 31 | Boys = 29 |
| M.Sc. 3 rd Semester: | Total = 66 | Girls = 59 | Boys = 07 |

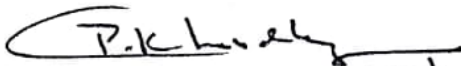
Drop out ratio is very less (5%).
- Placement and counseling services:
The University has a Career Counseling and Placement Cell, Prof. Kuldeep Chikkara is the Director of that cell. Dr. Sanjay Dahiya is Coordinator from the Physics Department.
- Alumni association if any:
Physics Department has its own Alumni Association. Dr. Sanjay Dahiya is Incharge of it.
- All the M.Sc. students are members of Departmental Physics Society which organizes cultural activities, education tour to encourage their talent and develop multi skills. Regular Parent Teachers meeting are also arranged to take their opinion and feedback.
- One academic tour was organized by the Department to National Institute of Solar Energy, Gurgaon on 17.09.2014. Dr. Sanjay Dahiya & Dr. Grima Dhingra were tour Incharge.
- Extension Lecture was delivered by Sh. N.K. Aggarwal, Scientist (H), ISRO on Rocket Science on 19.09.2014.
- Extension Lecture was delivered by Prof. S.K. Singh, DCRUST Murthal on Solar & Hydrogen Storage on 20.11.2014.
- A Quiz Contest was held on 17.11.2015.
- Science Day was celebrated on 27.03.2015 by holding Paper Reading Contest and Poster Presentation by the students.



- A competition was held in Bandminton, Table Tennis, Carom & Chess between teachers & students.
6. Innovations and best Practices:
- Teachers are always accessible in the Department for any help to the students.
 - Many teachers of the Department participated and presented their research papers in National Conferences/ Symposium during 2014-15.
7. Recommendation:
- Faculty members be motivated for getting more projects from various funding agencies.
 - To strengthen Academic and Research the teaching/ non-teaching positions lying vacant may be filled.
 - There is no power backup in the Department for continuous and uninterrupted power supply.
 - 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. Sunita Srivastava)
outside expert


(Dr. P.K. Chaudhary) 29/3/16
outside expert

Department of Political Science, MDU, Rohtak

Academic Audit Report (2014-15)

An Academic Audit for the session 2014-15 was carried out in the Department of Political Science on 22.04.2016. The following members attended the Academic Audit meeting:

1. Chairperson Prof. Promilla Batra,
Dean, Faculty of Social Sciences, MDU, Rohtak
2. Outside Expert Prof. Furqan Ahmed,
Jamia Milia Islamia University, New Delhi
3. Outside Expert Prof. R.S. Yadav,
Kurukshetra University, Kurukshetra

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

Wise:

1. Curriculum Aspects:
 - The department remains involved in all the meetings and workshops organized by the University for considering the Choice Based Credit System (CBCS).
2. Teaching, Learning & Evaluation:
 - To meet the teaching work load of the department the department has engaged research scholars and some guest faculty.
3. Research Consultancy & Extension
 - The Ph.D students' currently registered with the department are 20.
 - One faculty member is elected as EC member of M.D. University, Rohtak and coordinator of NSS, MDU, Rohtak.
 - Faculty members acted as resource person in 2 Seminars.
 - Department organized a Workshop on Research Methodology and its Relevance on 22nd may, 2015
4. Infrastructure & Learning Resources:
 - The Department is well equipped with LCD Computers, Laptop and Internet facility.
 - All the faculty members are well equipped with computers and internet facility.
5. Student Support & Progression:
 - Pass percentage of students was 89% which is really good.
 - 5 students cleared JRF which is really good.
6. Innovative Practices:
 - Encourage the students to maintain their punctuality.

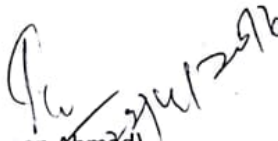
7. Interaction with Students:

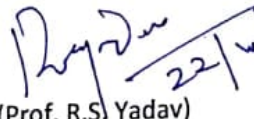
- Both the external experts interacted with the students of the Department and found them very interesting and sound. They are very keen in academic discussion. But they pointed out the lack of regular faculty in the department which hampers the growth specialization in the department. They asked number of question from the experts to enhance their skill in batter way.

8. Overall Assessment & Recommendations:

- The university needs to fill the vacant sanctioned posts. The department should ask to the university to fill the post to enable the faculty members to concentrate on research work.
- One more class room is required.
- One room is required for Research Scholars.
- The department may ensure the involvement of students in the programmes relating to gender sensitization, social welfare, environment and other relevant issues.


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


(Prof. Furqan Ahmad)
Outside Expert


(Prof. R.S. Yadav)
Outside Expert

REPORT OF THE ACADEMIC AUDIT COMMITTEE (21.04.2016)

An Academic Audit for the session 2014-15 was carried out in the Department of Psychology on 21.4.2016. The following members attended the Academic Audit meeting:-

1. Chairperson Prof. Promila Batra
Dean, Faculty of Social Sciences, Maharshi Dayanand University, Rohtak.
2. Outside Expert Prof. Nandita Babu
Head, Dept. of Psychology, University of Delhi, New Delhi.
3. Outside Expert Prof. Sandeep Rana
Head, Dept. of Applied Psychology, Guru Jambheshwar University of Science & Technology, Hisar.

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

1. Curriculum Aspects:

- Existing program includes Ph.D. course work and Ph.D., M.A. (Psychology), Post-Graduate Diploma in Guidance & Counseling (PGDGC) and M.Phil. The programs added during the year (2014-15) were M.A. (Applied Psychology), Post-Graduate Diploma in School Psychology (PGDSP), and Post-Graduate Diploma in Human Resource Competencies (PGDHRC).
- Feedback from stakeholders: Parents' report towards the functioning of university as well as Psychology Department is encouraging. They expressed full satisfaction with the discipline, learning environment, course curriculum and teacher-taught relationship. They gave suggestions such as campus placement, imparting of career guidance, adjustment of timing of the Department.
- Feedback from students was also sought by the Department and items rated under "very good" category were found as learning environment, quality of course content/course coverage, knowledge of teachers, their communication skills, sincerity, commitment level, practical content of teaching, teachers accessibility outside the class, teacher- taught relationship, student's evaluation methods, fairness of internal assessment and handling of students' grievances

2. Teaching, Learning and Evaluation:

- Total number of faculty is 16 out of which 02 are Assistant Professors, 01 is Associate Professor and the rest 13 are Professors. No. of permanent faculty with Ph.D. are 15.
- Faculty attended seminars/workshops at the International, National and State Level are 11, 15 and 03 respectively. 07, 11 and 01 research papers were presented during international, national and state level conferences respectively. Six faculty members acted as resource persons in national level conferences.
- The following Innovative processes adopted by the department in Teaching and Learning such as Interactive sessions between teachers and students, Group discussion and brain – storming session. Field exposure includes visits to Arpan Institute, SIRTAR, Old age home , Senior citizen club, Anatomy and Psychiatry Department of PGIMS , Rohtak. The total number of actual teaching days were 157 and average % of attendance of students was 71.83.
- Total 13 extension lectures were delivered during this tenure and 03 workshops were conducted.

3. Research, Consultancy and Extension:

- Two major research projects were sanctioned. UGC SAP DRS-III was also sanctioned.
- 17, 38 and 01 research papers were published in an international, national and others category respectively.
- A book entitled "Fundamental statistics for social sciences" by Singh, Shyam and Gupta was published.
- Five research awards such as best research paper, UGADI PURASKARAM State Award 2015, IAAP- PPA Best Psychologist Award -2014 and Best Citizen of India Gold Medal 2014 were awarded to the faculty members.
- Eight students were awarded fellowships such as SRF, JRF, RGNF and Post-Doctoral Research Fellowship.
- Stress Awareness Month was celebrated which includes counselling services to community, Life Skills training, self awareness, Health and hygiene, Psychological assessment camp was organized for common masses.

4. Infrastructure and Learning Resources:

- There are 05, 09 and 01 class rooms, laboratories and seminar hall respectively. There is one computer lab with 12 computers.

5. Student Support and Progression:

- There are total 159 students out of which 67.92 % are females and rest are male.
- Drop out % is 38.

6. Governance, Leadership and Management:

- Three New Courses i.e. M.A Applied Psychology, PGDSP, PGDHRC were started.
- Development programmes for students include extension lectures, workshops and extension activities which were organized by the department for providing students intensive training and information in specific areas.
- Teaching mode is primarily through lecture and group discussion. Teaching aids include LCD projector and computer.
- Sufficient teaching faculty is there. Student- teacher ratio is 10:1. Administrative staff is also sufficient to cater the needs of students. However, need of technical staff (01) is there.
- The students of PGDHRC, did their training and internship in some industries such as Jagmohan Motor Ltd. (Maruti Suzuki), Rohtak , Shoe and clothing industries at Bahadurgarh .
- Admission of students of P.G as well as M.Phil and Pre- Ph. D Course Work was on the basis of entrance test while PGDSP, PGDGC PGDHRC on the basis of academic merit

7. Innovations and Best Practices

- Innovations introduced during this academic year which have created a positive impact on the functioning of the institution such as Outreach activities which include celebration of Stress Awareness Month (1.4.2015 to 30.4.2015). During this month counselling services to

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community were provided. Life Skills training, self-awareness, Health and hygiene were the main features.

- Psychological assessment camp was organized for common masses.
- Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year includes strengthening of field exposure and practical training given at various schools, mentally challenged schools, industries and by organizing Psychological Assessment camp to get the status of an Institute of Behavioral Science as recommended by the team of Academic Audit (2013-2014)

To summarise

1. Curriculum Aspects were found to be commendable. Taking the feedback from the students and the stake holder is highly appreciable and feedback was highly positive.
2. The research orientation of the faculty members and Department is very strong. The participation/ presentation of faculty in National and International conferences, project under taken, awards received is highly appreciable.
3. Infrastructure of Department is very good including labs, class rooms and seminar hall.
4. Department is involved in the organization of a number of extension activities and outreach programs.
5. Innovative teaching methods are being practiced by the faculty members.
6. Members also interacted with the students and a separate report has been attached herewith (Annexure-I)

Recommendations

1. The placement cell and its activities need to be strengthened.
2. All the research project should be screened by the ethical consideration committee.
3. There is yet a scope of strengthening the applied orientation.

N. Babu
21.04.16

(NANDITA BABU)
Prof. & Head,
Dept. of Psychology
University of Delhi, Delhi

f. rana
21/04/16

(SANDEEP RANA)
Professor
Dept. of Applied Psychology
G. J. U. S & T., Hisar

PB
21.4.16.

(PROMILA BATRA)
Dean, Faculty of Social Sc.
M.D. University, Rohtak

Forwarded

Jadav
22.4.16
Head,
Department of Psychology,
M.P. University, Rohtak (Haryana)

Director, I A A C.

DEPARTMENT OF PUBLIC ADMINISTRATION, MDU ROHTAK

Academic Audit Report (2014-15)

An Academic Audit for the session 2014-15 was carried out in the Department of Public Administration on 28.3.2016. The following members attended the Academic Audit meeting:

- | | | |
|----|----------------|--|
| 1 | Chairperson | Prof. Promila Batra, Dean, Faculty of Social Sciences, MDU Rohtak. |
| 2 | Outside Expert | Prof. Ajmer Malik, Dept. of Public Administration Kurukshetra University, Kurukshetra. |
| 3. | Outside Expert | Prof. Renu Dept. of Public Administration Punjabi University, Patiala. |

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

1. Curriculum Aspects:

- The department has prepared the syllabus of M.A.(Hons)-5 years Integrated Course optional stream Disaster Management for IX & X Semester which has been approved by PG Board of Studies of the department held on 12.1.2015.
- The department has prepared the syllabus and scheme of examinations of M.Phil course w.e.f. the session 2015-16 as per latest UGC norms which is approved by PG Board of Studies of the department held on 9.3.2015.
- The department remains involved in all the meetings and workshops organized by the university for considering the Choice Based Credit System (CBCS). During the 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:

- To meet the teaching work load of the department, the authority has appointed two guest teachers.

- 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.
- The faculty members have conducted the periodic inspections and surprise visits in the affiliated colleges of MDU Rohtak.

3. Research Consultancy & Extension

- Following research areas have been focused on while doing research work:
 1. Disaster Management
 2. Women empowerment
 3. Rural Development Programmes
 4. Right to Information
- The Ph.D. students strength during the assessed period was 22, which was encouraging.
- The department has organized one day seminar funded by Radha Krishnan Foundation Fund on ‘Swami Nathan Report on Agriculture’ in collaboration with Centre for Haryana Studies, MDU Rohtak on 16.3.2015.
- One faculty member has been elected as EC member of Indian Public Administration Association held on December 21, 2014.
- One faculty ^{member appointed} has been ~~acted~~ as member PGBOS in the department of political science, Central University of Haryana, Mohindergarh.
- One faculty member has been elected as Joint Secretary cum Treasurer, M.D. University Alumni Association on 7.2.2015.
- One member has been engaged in the Review Board of the Journal of Public Affairs and Governance published from New Delhi.
- One member has been elected as the President of the Maharshi Dayanand Vishvidyala Saikshik Sangh affiliated to All India Rastriya Saikshik Mahasangh.
- Faculty members acted as resource person, keynote speaker in different seminars/refresher courses
- One major project was in process during the assessed period under prof. Anjana Rani funded by UGC.

4. Infrastructure & Learning Resources:

- The process of admissions and fee deposition was made online for all classes.
- The department is well equipped with LCD Projector, Lap Top, Computers and other teaching aid facilities.
- All the faculty members are well equipped with computers and internet facilities.

5. Student Support & Progression:

- Pass percentage of students was 100 which is highly satisfactory.
- 3 students participated in NSS Programme organized by NSS Coordinator, MDU Rohtak.
- 2 students participated in Youth Red Cross organized by DSW, MDU Rohtak.
- 4 students attended the Adventurous Camp organized by DSW Office, MDU Rohtak.
- 2 students cleared Haryana Civil Services Preliminary Examination.
- One student cleared JRF.
- An extension lecture was organized by the department for the career guidance in the field of food safety in India delivered by Sh. Parmod Siwach, Assistant Director, Ministry of Commerce Government of India on 27.9.2014.

6. Innovative Practices:

The department adopted following innovative practices during 2014-15 session:

- Encouraged the students towards competitive examinations by holding additional lectures for civil service examination.
- Used power point presentations during teaching.
- Held the Parents-teacher meet.
- Encouraged the students to maintain their punctuality.
- SWOT analysis report was prepared by the department.

7. Overall Assessment & Recommendations:

- The university needs to fill the two long awaited vacant sanctioned posts. Besides to meet out the additional workload of M.A. (Hons)-5 years Integrated Course started from 2011, extra teaching staff be provided. It will further enable the faculty members to concentrate on research work.
- For smooth holding of classes of M A (Hons.) as well as pass course, adequate number of class rooms be provided.

- Sufficient funds may be allocated by the university for Field Trips.
- 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, human rights & duties.
- The committee appreciated the achievements and progress of faculty members in the field of academics and research.

PB
28.3.16.

(Prof. Promila Batra)

Dean, Faculty of Social Sc.

A. Malik

(Prof. Ajmer Malik)

Outside Expert

Renu

(Prof. Renu)

Outside Expert

28/3/16.

DEPARTMENT OF PUBLIC ADMINISTRATION, MDU ROHTAK

Academic Audit Report (2014-15)

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| 1 | Chairperson | Prof. Promila Batra, Dean, Faculty of Social Sciences, MDU Rohtak. |
| 2 | Outside Expert | Prof. Ajmer Malik, Dept. of Public Administration Kurukshetra University, Kurukshetra. |
| 3. | Outside Expert | Prof. Renu Dept. of Public Administration Punjabi University, Patiala. |

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

1. Curriculum Aspects:

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- The department has prepared the syllabus and scheme of examinations of M.Phil course w.e.f. the session 2015-16 as per latest UGC norms which is approved by PG Board of Studies of the department held on 9.3.2015.
- The department remains involved in all the meetings and workshops organized by the university for considering the Choice Based Credit System (CBCS). During the assessed period, the feedback of parents of the students was sought regarding the performance of the department and the teachers. It was found positive.
- Student's 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:

- To meet the teaching work load of the department, the authority has appointed two guest teachers.

- 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.
- The faculty members have conducted the periodic inspections and surprise visits in the affiliated colleges of MDU Rohtak.

3. Research Consultancy & Extension

- Following research areas have been focused on while doing research work:
 1. Disaster Management
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- The Ph.D. students strength during the assessed period was 22, which was encouraging.
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- Faculty members acted as resource person, keynote speaker in different seminars/refresher courses
- One major project was in process during the assessed period under prof. Anjana Rani funded by UGC.

4. Infrastructure & Learning Resources:

- The process of admissions and fee deposition was made online for all classes.
- The department is well equipped with LCD Projector, Lap Top, Computers and other teaching aid facilities.
- All the faculty members are well equipped with computers and internet facilities.

5. **Student Support & Progression:**

- Pass percentage of students was 100 which is highly satisfactory.
- 3 students participated in NSS Programme organized by NSS Coordinator, MDU Rohtak.
- 2 students participated in Youth Red Cross organized by DSW, MDU Rohtak.
- 4 students attended the Adventurous Camp organized by DSW Office, MDU Rohtak.
- 2 students cleared Haryana Civil Services Preliminary Examination.
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- An extension lecture was organized by the department for the career guidance in the field of food safety in India delivered by Sh. Parmod Siwach, Assistant Director, Ministry of Commerce Government of India on 27.9.2014.

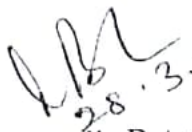
6. **Innovative Practices:**

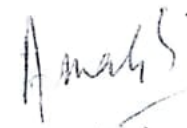
- The department adopted following innovative practices during 2014-15 session:
- Encouraged the students towards competitive examinations by holding additional lectures for civil service examination.
 - Used power point presentations during teaching.
 - Held the Parents[^]teacher meet.
 - Encouraged the students to maintain their punctuality.
 - SWOT analysis report was prepared by the department.

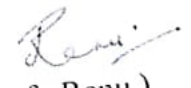
7. **Overall Assessment & Recommendations:**

- The university needs to fill the two long awaited vacant sanctioned posts. Besides to meet out the additional workload of M.A. (Hons)-5 years Integrated Course started from 2011, extra teaching staff be provided. It will further enable the faculty members to concentrate on research work.
- For smooth holding of classes of M A (Hons.) as well as pass course, adequate number of class rooms be provided.

- Sufficient funds may be allocated by the university for Field Trips.
- 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, human rights & duties.
- The committee appreciated the achievements and progress of faculty members in the field of academics and research.


28.3.16.
Prof. Promila Batra
Dean, Faculty of Social Sc.


(Prof. Ajmer Malik)
Outside Expert


(Prof. Renu) 28/3/16.
Outside Expert

**MAHARSHI DAYANAND UNIVERSITY ROHTAK
DEPARTMENT OF SANSKRIT PALI & PRAKRIT**

Minutes of the Audit Committee meeting
(Period of Audit June 2014 to May 2015)

A meeting of Academic Audit Committee for academic audit of the Sanskrit Pali & Prakrit Dept. was held on 30.3.2016 at 4.00 p.m in the office of the Head of the Dept. The following members were present:

1. Prof. Rohini Aggarwal, Dean
Faculty of Humanities,
M.D. University, Rohtak
2. Prof. Ramesh Bhardwaj
Dept. of Sanskrit
University of Delhi
3. Prof. Bhim Singh
Dept. of Sanskrit,
Kurukshetra University, Kurukshetra

The Committee gone through the performa provided for the Audit purpose and found it satisfactory.


The Committee also inspected the physical infrastructure of the Dept. and found that the accommodation for faculty members is not enough and the office of the Dept. is being shared with other two Departments.


The Committee found that the class rooms of the Dept. are in separate building and suggested that the class rooms be in the same building and in proper manner.


The Committee found that the syllabus and courses of the M.A & M.Phil are at par with other Universities. The Committee appreciated the efforts made by the Dept. to incorporate Pali & Prakrit in its syllabus as suggested by previous Audit Committee.

The Committte also interacted with the faculty members and Head of the Department and recommended that the two vacant posts of Assistant Professors in the Dept. may be filled up at the earliest possible.

The Committee appreciated the achievements and progress of Faculty members in academics and found satisfactory. However, suggested that the research activities in the Dept. such as the organization of seminars and conferences be enhanced.


30-3-16
Prof. Rohini Aggarwal, Dean
Faculty of Humanities,
M.D. University, Rohtak


Prof. Ramesh Bhardwaj
Outside Expert
University of Delhi


30-3-16
Prof. Bhim Singh
Outside Expert
Kurukshetra University
Kurukshetra

Department of Sociology, MDU, Rohtak
Academic Audit Report (2014-15)

An Academic Audit for the Session 2014-15 was carried out in the Department of Sociology on 08.04.2016. The following members attended the Academic Audit meeting:

1. Chairperson Prof. Promila batra,
Dean, Faculty of Social Sciences, MDU Rohtak
2. Outside Expert Prof. Raj Singh
Former Prof. HAU, Hisar
3. Outside Expert Prof. Dinesh
Former Prof. of Sociology
NCERT, New Delhi

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

1. Curriculum Aspects:

- The department has prepared the syllabus of M.Phil which has been approved by PG Board of Studies of the Department held on 10.04.2015.
- The department remains involved in all the meetings and workshops organized by the University for considering the Choice based Credit System (CBCS).
- During the 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:

- 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 Consultancy & Extension

- Following research areas have been focused on while doing research work:
 - i) Gender Studies
 - ii) Health Studies
 - iii) Dalit Studies
 - iv) Communication Studies
- The Ph.D students' strength during the course was 08 which is encouraging.
- The Department has taken students of MA 2nd Semester to Bahu Akbarpur in Distt. Rohtak and to Ladpur in Distt. Jhajjar from 3.11.2014 to 08.11.2014 for Research Methodology Course.
- One faculty member has been elected as EC member of International Sociological Association held in Yokohama (Japan) in July 2015.
- One faculty member has been appointed as member PGBOS in the department of Sociology, Central University of Haryana, Mohindergarh.
- Two members acted as referee in the M.D.University (Arts) Journal.
- Faculty members acted as resources person, keynote speaker in panel discussion Seminars/refresher courses.
- Two Research projects were in process during the assessed period under Dr. Neerja Ahlawat funded by UGC.

4. **Infrastructure & Learning Resources:**

- The process of admissions and fee deposition was made online for all classes.
- The department is well equipped with LCD Projector, Laptop, Computers and internet facility.
- All the faculty members are well equipped with computers and internet facilities.

5. **Student Support & Progression:**

- Pass percentage of students was 62 which is satisfactory.
- Nine students cleared JRF.

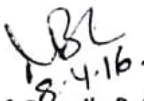
6. **Innovative Practices:**

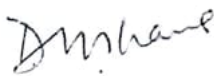
The department adopted following innovative practices during 2014-15 session:

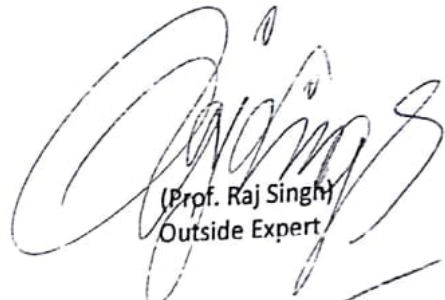
- Held the parents- teacher meet.
- Encouraged the students to maintain their punctuality.

7. **Overall Assessment & Recommendations:**

- 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.
- 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.


18.4.16.
(Prof. Promila Batra)
Dean, Faculty of Social Sciences


(Prof. Dinesh Sharma)
Outside Expert


(Prof. Raj Singh)
Outside Expert

Proceedings of the Meeting of Academic Audit Committee held on 19.03.2015 at 10:00 am in the
Office of the Head, Department of Statistics, M.D. University, Rohtak

A meeting of Academic Audit Committee was held on 19.03.2015 at 10:00 AM in the office of the Head, Department of Statistics to carry out academic audit of the department for the session 2014-15. The following members were present:

- | | |
|---|----------------|
| 1. Prof. B.K. Hooda, Department of Mathematics & Statistics, HAU Hisar | Outside Expert |
| 2. Prof. C.K. Jaggi, Head, Department of Operational Research, University of Delhi, 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, researcher scholars/students and non teaching staff of the department and sought their feedback about teaching, research, other facilities and activities in the Department. The committee examined the Annual Report of the Department, Departmental Profile and Academic achievements of the faculty members for the academic year 2014-15.

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:

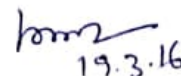
(a) At present the following four courses are being run in the Department:

- (1) M.Sc (Mathematical Statistics)
- (2) M.Phil (Statistics)
- (3) Ph.D. Coursework (Statistics)*
- (4) Ph.D. (Statistics)

* This course has been made as a part of Ph.D programme w.e.f. 2014-15.


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19.3.16

- (b) The syllabi of all the courses have been framed in accordance with UGC curriculum to cater the needs of the students for providing more job opportunities in private and government sectors. The modification/updating of syllabi has been observed as a regular practice in the Department in order to provide a better platform for the students who compete for jobs in banks, universities and allied services like Indian Statistical Services and Indian Administrative Services, etc.
- (c) The department lays special emphasis on the enhancement of the computer skills of the students. And, in accordance with this, the students regularly work with various Statistical and Mathematical software such as SPSS, MATLAB, and SYSTAT etc.
- (d) Tutorials and Seminars/extension lectures are continuous features of the department to be delivered by the experts for up-grading knowledge of the students and faculty members.
- (e) The teacher student's ratio in the department is 1:30.
- (f) 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 3.092 out of 4, which is quite good. The committee members also interacted with the students/research scholars. The feedback obtained from the students by the committee revealed that:
1. The students have free accessibility to meet the HOD as well as the faculty members of the department to discuss their problems.
 2. The students have been motivated for participating in various competitive examinations. The faculty members are always available to guide the students for preparing such exams.
- (g) Feedback from the parents was also obtained and their feedback revealed that they are satisfied with the facilities provided by the department to their children during the course.

B. Research Consultancy and Extension Aspects:

1. The faculty members of the Department have been actively engaged in academic activities in the form of teaching and research. As a whole, the participation of the faculty members at International and National level academic activity is tremendous as evident by publishing 38 research papers in the journal of National/International repute during session 2014-15. (Annexure- C).
2. A total number of four (4) Ph.D's and one (1) M.Phil degree have been awarded to the students of the department during the session 2014-15.
3. The faculty members have participated in seven (07) Seminars/Conferences/ Workshops etc. and presented their research papers thereat (Annexure- B).
4. The faculty members have been invited to deliver extension lectures/talks at the academic events organized by the various Indian Academic Institutions/universities. (Annexure- B)


19.3.10


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19.3.16

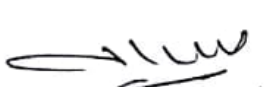
5. The faculty members are always made available to provide consultancy to the doctors and faculty members of PGIMS, Rohtak. The students and research scholars of other departments of the university have been guided by the faculty members of the department during their research work/project work.
6. The Department decided to start a five years M.Sc. (Statistics) integrated course with three years B.Sc. (CSM).
7. The faculty members have been appointed as reviewers of various research journals in the subject of Statistics/Operations Research.
8. The department has been awarded UGC SAP (DRS-II) by the University Grant Commission, New Delhi for a period of five years (2016 to 2021).


C. Teaching, Learning and Evaluation Aspects:

1. All the faculty members are well qualified and have published a good number of research papers in the journals of National/International repute.
2. Over the years, the demand of the Statistics as a discipline has increased manifold and therefore, a large number of applications (around 140) for admission in M.Sc. (Mathematical Statistics) have been received by the department in the session 2014-15.
3. The internal assessments of the students based on class tests, seminars and assignments has been a continuous activity in the department.
4. Eminent subject experts from the fields of Statistics/Operations Research/ Statistical computing have been invited by the department to deliver lectures/talks for enhancing skill and subject knowledge of the students and faculty members. (Annexure- A)
5. The services of regular research scholars have also been taken by the department to share the teaching work load (theory and practical).
6. The students are encouraged to use statistical packages to complete their M.Sc. projects and research work. They are also encouraged to use online study material available on internet.

D. Infrastructure and Learning Resources:

1. The Department has established a computer lab equipped with 30 Computers and Internet facility for providing research and practical training to the students.
2. The Department has Class Rooms (02), Seminar Rooms (02), Research Scholar Rooms (02), Teacher's Official Rooms (04), HOD Room (01), Store Room (01) and Office (01).
3. The Department has the technical facilities in the form of LED, Interactive Boards, LCD projectors, Laptops, Photocopier Machines and other support systems.
4. The Department has licensed SYSTAT, SPSS & MATLAB software.


19.3.16


19.3.16



19.3.16

Students Support and Progression Aspects:-

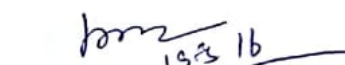
1. The students of the Department are encouraged to take part in extra-curricular activities being organized by the university.
2. The Department has established Alumni association.
3. A total number of 28 students have been pursuing their Ph.D. degree during the session 2014-15 and four students completed their Ph.D. degree.
4. One student has been awarded M.Phil degree during the session 2014-15.
5. The students of the department have been motivated to appear in various competitive examinations conducted by State/Central Government.
6. The students of the department visited Dalhousie during March 18-21, 2015 for conducting survey on socio-economic status of the people of that region. This trip was organized under UGC SAP (DRS-I).

Specific Recommendations

1. The department has shortage of specialized faculty members. The committee recommends that the vacant teaching positions should be filled in the department on priority basis to meet out the teaching workload as well as to provide better opportunities to the students for opting more specialized papers in the subject.
2. The post of Lab. Assistant must be provided in the department for proper functioning of the departmental computer lab.
3. The Department should emphasise on conducting training programmes/workshops for the students and research scholars particularly in emerging fields of the subject.
4. Faculty members be motivated to bring major research projects from various funding agencies and also to publish research papers in the journals with high impact factors.
5. The Department should encourage collaboration with other academic institutions/universities in India and abroad for joint research work and teaching assignments.
6. The Department should be provided more space in the form of class rooms/ lecture theatres in order to strengthen teaching activities of the department.


12.3.16
(Prof. B.K. Hooda)


19/03/16
(Prof. C.K. Jaggi)


19/3/16
(Prof. V.K. Sharma)

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 2014-15 was conducted in the chamber of Head, Dept. of Visual Arts, today i.e. 15-03-2016 at 11 a.m. The meeting was conducted by the outside expert - Prof. Ram Viranjan, Chairman, Dept. of Fine Arts, K. U. Kurukshetra. The faculty members of the Dept. as well as students were present.

The following parameters were examined and the outside expert's report is as under:


1. **Curriculum Aspects:**
 - a) The curriculum for MFA and MA course may be amended for first and second as Hindi & English may be introduced in both semesters as per requirement of UG/Integrated programme.
 - b) Also Environmental Studies must be introduced as per UG programme rules.
 - c) The syllabus may be upgraded as per requirement of the current need of the subject.
2. **Teaching-Learning and Evaluation:**

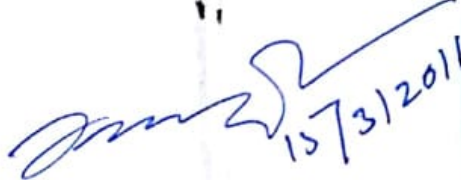
Teaching-Learning & Evaluation is good and must be enhanced with transparency.
3. **Research, Consultancy & Extension:**
 - a) Research practices must be enhanced with students and faculty members through seminars, faculty development programme and obtain the Research Projects.
 - b) Step must be taken to generate the funds for the Department/University.
 - c) Extension lecture must be organised and invited the eminent artist/scholars.
4. **Infrastructure & Learning Resources:**
 - a) More space for infrastructure is required for the following:
 - Computer Lab
 - Exhibition Hall
 - Smart Class Room
 - Seminar/Conference Room
 - Departmental Library
5. **Student Support & Progression:**
 - a) Teacher, parents meet
 - b) Alumni meet
 - c) Feedback from the students
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.

Outside Expert:


(Prof. Ram Viranjan)
Dept. of Fine Arts
K. U. Kurukshetra


15/3/2016

DST-FIST SPONSERED DEPARTMENT OF ZOOLOGY

ACADEMIC AUDIT REPORT

The AAC committee meeting was held on 05.04.2016 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 (Interdisciplinary) | |
| Permanent faculty | 06 (04 appointed in 2008 & 2009 and one in 2012) Prof. & Head -01; Prof - 01; Assist.Prof.-04 | |
| Self financing scheme | Nil | |
| Permanent support staff | Non teaching- 04 (Steno- typist -01; HLA-01; Lab Attendent-01; Peon-01) | |
| Students per session | MSc- Zoology -40 PhD - variable as per seats available with eligible supervisor/s | |
| Major features | <ol style="list-style-type: none"> 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 (2011-2016) |
| Date of visit of the committee | 05-04-2016 | -- |
| Curricular Aspects | | |
| Curricular design | <ol style="list-style-type: none"> 1. Revised usually after every three years 2. Choice based credit system introduced w.e.f. 2011 semester wise 3. Separate BOS for UG & PG | CBCS emphatically implemented uniformly for all PG courses |

| | | |
|---------------------------------------|--|--|
| | 4. Common syllabi committee of different state universities for revising and maintaining uniformity in UG curriculum in state | |
| Academic flexibility | 1. Department offers one regular PG course 2. Research degree in different fields | |
| Feedback on Curriculum | 1. Feedback is a regular process 2. Students interaction results in remedial measures | Students appreciated the Choices offered |
| Curriculum update | 1. Revised i.e. 2011-12 2. Due thrust has been given to emerging and inter disciplinary areas 3. Pre-PhD courses has been introduced w.e.f. 2010 | Common PhD entrance test by faculty of Lifescience |
| Best practices | 1. Regular interaction with college teachers for UG curriculum updating and feedback 2. Introduction of job and research oriented courses 3. Students are encouraged to utilize Central Vivekananda Library facility in vicinity of department 4. Constitution of committee for consultancy and career guidance as well as placement co-coordinator 5. Parent teachers association for feedback on IQAC performa, meeting last held in 2014 6. Students attendance displayed in first week of every month | Continued |
| Teaching Learning and evaluation | | |
| Admission process and student profile | 1. Through academic merit till 2014 and will be entrance test for MSc from 2015 -16 session ; entrance test for PhD 2. State reservation policy followed in PG as well as in Ph.D. | PG & PhD through entrance test |
| Catering to diverse needs | 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 | 1. Class room teaching supplemented by interactive learning through | Interactive and ICT based class room teaching; continued |

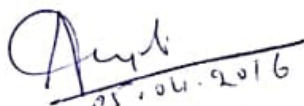
| | | |
|-------------------------------|---|---|
| process | <ul style="list-style-type: none"> 2. seminars/projects/field trips 2. Educational aids like OHP, LCD and computer with internet facility, books etc are used for class room instructions 3. teaching & learning with continuous evaluation through credit based system | |
| Teachers Quality | <ul style="list-style-type: none"> 1. Cent per cent teachers are PhD 2. Faculty exposed to recent developments through conferences, seminar , training, workshops etc 3. Department conducted 06 national seminars (2010, 2011, 2012, 2013, 2014 and 2015) 4. Published every year proceedings of the seminar/s with ISBN numbers 5. Students evaluation of teachers and feedback | <p>01 National seminar organized and published proceedings with ISBN no. ,two faculty members attended international conference at Lukhnow in Oct. 2014, 01 more faculty member attended the 15 days workshop in Biotechnology deptt. MDU Rohtak w.e.f 1st oct. to 16th oct. 2014.</p> |
| Evaluative process | <ul style="list-style-type: none"> 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 |
| Research | | |
| Promotion of research | <ul style="list-style-type: none"> 1. Internet and other facilities are available. 2. Research journals are available and list updated in central library 3. Five faculties have Research Projects from different funding agencies to their credit. However laboratory needs to be strengthened more from university grants due to restricted financial grants from funding agencies 4. Seed money for newly recruited teachers is required | <p>New books and computers provided to students;</p> <p>Rs 4.5 Lakh sanctioned for networking facility in department in DST- FIST.</p> <p>-02 Faculty members got sanctioned Major Res Projects (about Rs.16 Lakh), one member also submitted major research project to UGC in recent session.</p> |
| Research & publication output | <ul style="list-style-type: none"> 1. All the teachers are engaged independently or in collaborative research as per the facility available 2. About 100 Research publications are to teachers credit in last 05 years and 58 research papers in 2014-2015 in journals of repute with good impact factors 3. 08 PhD students under supervision in 2014-15. 4. 02 PhD awarded in 2014-15 | <p>-04 PhD student awarded degree.</p> <p>-15 research papers published and</p> <p>-one proceeding published by department</p> |

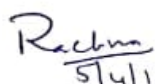
| | | |
|-----------------------------------|--|---|
| Collaboration | PGIMS, Rohtak; NDRI, Karnal; CIBR, Hisar; HAU, Hisar; KU, Kurukshetra; CIFE, Mumbai, IGIB N Delhi, NIMR, N Delhi | Continued |
| Laboratory facilities | Research and central laboratory with high end instruments need to be provided with controlled conditions of temperature and aeration. The infrastructure and uninterrupted electricity and water facility is rendered. | Got 44.5 lakh grant mobilised as DST-FIST for new instruments. |
| Students: Fellowships/ Placements | | |
| Fellowship holders in department | NET =10 RGNF/URS =07 | |
| Placements | States civil services, Research scientists, Doctoral research fellows - AIIMS; NMR; IGIB, NII, Education department lecturers, Teachers/school lecturers, State forensic sciences labs, Poland (Research Institute), Police teaching schools, State police services, State food and supplies department ,state forestry Deptt.etc. | PhD students selected as faculty in department and 03 students were selected as PGT teachers. |
| Co-curricular Activity | Students participated in, Quiz competitions, Youth festival, Sports, NSS, NCC at University level. Further the deptt. also celebrated World Animal Day on 4 th October every year by organizing various events like poster making competition, debate and quiz competition. Deptt. Celebrated World Alzheimer's Day in Sept. 2014 to create awareness among Society for dementia. | Academic tours (short and long duration) organized by the Department. |


The committee visited the Department of Zoology on April 5, 2016. After going through the documents and visiting different laboratories and interacting with faculty members, research scholars, students, following points were suggested:

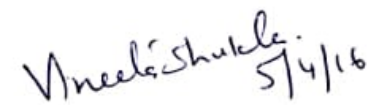
1. There may be a Placement Cell in the Department. A workshop may be arranged on placement awareness.
2. Workshop based on practicals on modern biology may be organized for all the students.
3. A paper of Bio-informatics and Biostatistics may be added in the syllabus as soft elective.
4. Drinking water facilities (RO) are in urgent need.
5. Provision for uninterrupted power supply should be made.
6. Departmental Library should be established
7. Specific provision of funds for procuring high end equipments for research
8. More provision of funds for organization/attending seminar, workshops and extension activities.

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.


05.04.2016
Prof. Asha Gupta
Dept. of Environment
Science & Engg.,
GJU S&T, Hisar,


5/4/16
Prof. Rachna Gulati,
Dept of Zoology,
COBS & H, CCS HAU,
Hisar


5.4.16
Prof. P. K. Jaiwal,
Dean, Faculty of Life
Sciences, MDU, Rohtak


5/4/16
Prof. Vineeta Shukla,
Head, Dept. of Zoology,
MDU, Rohtak

POCEEDINGS OF THE MEETING OF THE COMMITTEE CONSITITUTED BY THE VICE-CHANCELLOR FOR PERFORMANCE AUDIT OF VIVEKANANDA LIBRARY M. D. UNIVERSITY, ROHTAK HELD ON 14.05.2016 AT 12.30 PM IN THE COMMITTEE ROOM OF VIVEKANANDA LIBRARY M. D. UNIVERSITY ROHTAK.

The following were present:

1. Prof. Promila Batra, Dean, Faculty of Social Science, M.D. University, Rohtak
2. Prof. Jaideep Sharma, Prof. of Lib. & Inf. Science, Indira Gandhi National Open University, Maidan Garhi, New Delhi-110068.
3. Dr. D.V. Singh, University Librarian, University of Delhi, Delhi-7.
4. Dr. Satish Kumar Malik, University Librarian , M.D. University, Rohtak.

After observing the functioning and operations of the Vivekananda Library, the members were provided with the fact-sheet in which a comprehensive data about the Vivekananda Library was available. The members also further interacted with the students and other officers of the library along with the University Librarian.

The audit report is as under:

Section-wise verification: Library Committee, Library Budget, Knowledge Resources, Readers' Services, Technical Services, Library Membership, Information Technology Applications, Physical Infrastructure and Statistics at glance were conducted.


The Committee found that Library Committee is fully functional. Library budget is found to be very satisfactory with cumulating after different heads and sub-heads of expenditure and income.

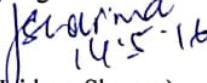
Readers' services include library hours, library use statistics – over 2,94,463 library users availed reading facility during this period, circulation transactions is about 2,33,498, which additionally proved vast use of library knowledge resources. In addition, 3,70,762 volumes were consulted within the library premises. User awareness programme, author workshop, videoconferencing facility along with orientation programmes for the new users, displayed the large-use of library resources and services.

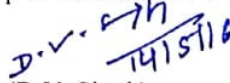
The use of ICT applications in the library is found to be very satisfactory. RFID technology is in consistent use and modern facilities with the help of this technology: check-in & check-out are unique in the state.

Physical infrastructure with massive areas of carpet, reading and lighting space is also outstanding in many respects.

The Committee felt that the Vivekananda Library is performing an incredible job in facilitating the services to M.D. University in quality improvement in higher education. A strong feeling of vacant posts of Officers' rank (at least at the level of Assistant Librarians) is a concern, which hinders further services to the university fraternity. The panelists additional observed the space constraints to accommodate growing number students and collections. Some kind of provisions should be made to have options, either in extension in a possible way or to erect new reading halls. The members also showed apprehension to the five vacant posts of Assistant Librarian level. It was in addition, felt that para-professionals, assistants (attendant level) can enhance services in terms of to managing huge collections and provide back up to staff and users.


14.5.16
(Promila Batra)


14.5.16
(Jaideep Sharma)


14.5.16
(D.V. Singh)

MINUTES OF THE MEETING OF ACADEMIC AUDIT COMMITTEE (AAC) IN UIET HELD ON 17th MARCH 2016 (THURSDAY) AT 12:00 NOON 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 17/03/2016 in the office of the Director, UIET:

The following members were present:

1. Prof. A K Nema,
: Dept of Civil Engg, IIT, Delhi Member (Outside Expert)
2. Prof. Rishi Pal,
Dept of Computer Sc & Engg,
GJU, Hisar Member (Outside expert)
3. Prof. Rahul Rishi,
Dean Faculty of Engg & Tech,
M.D. University, Rohtak Member

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

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

Curriculum Aspects

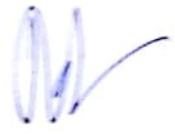
- a) The following B.Tech and M.Tech courses were running in the UIET in the session 2014-15:

B.Tech Courses

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







5. B.Tech(Civil)

6. B.Tech(EE)

M.Tech Courses:

1. M.Tech(ECE)

2. M.Tech(CSE)

3. M.Tech (ME)

4. M.Tech(Biotech)

5. M.Tech(Software Engg.)

6. M.Tech(Manufacturing & Automation)

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

b) The syllabi of all the above mentioned courses were made in the year 2011-12. It is time to revise these syllabi. The Director, UIET also informed that Choice Based Credit System is to be implemented in all the PG courses from the session 2016-17.

c) Emphasis is also laid on enhancing the Soft skills of the students.

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

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

Teaching Learning and Evaluation Aspects

a) Admission to B.Tech courses are done by online Counseling held by Haryana State Technical Education Society.

b) Apart from regular examinations, the Institute strictly follows University norms for continuous evaluation of students in the form of class tests, assignments and regular presentations.

c) Tutorials/Remedial classes are also conducted for the overall academic improvement of the students.



- d) UIET has 60 faculty members, which includes 52 Assistant Professors, 06 Associate Professors, 02 Professors and 01 Training & Placement Officer.
- e) Out of 60 teachers, 25 are Ph.D. degree holders and the 26 are pursuing their Ph.D.
- f) Teacher student's ratio is about 1:31.

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 2014-15 and also from the number of Ph.D.'s awarded during 2014-15. 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. |
|---------|---|-----------------------------|------------------------|--|---|
| 2014-15 | 59 | 03 | - | - | 12 |

- b) Four faculty members have participated in seminars//workshops. Papers by the teachers were presented in 07 Conferences during the session 2014-15. Two faculty members attended the Orientation programs and four attended Refresher courses.
- c) Faculty members had Research Projects to the tune of Rs.60 Lakh in the year 2014-15
- d) One faculty member of the Institute is engaged in collaborative research work in India and Abroad.
- e) Faculty members are invited by various colleges/universities for delivering extension lectures. 3 invitations came for delivering extension lectures in the session 2014-15.

APM

20

[Signature]

f) Five workshops were organized by the Institute during 2014-15.

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 30,000 books in its Departmental Library in addition to various books and journals of Engg. & Tech available in the Central Library of the University.
- b) Students are encouraged to e-learning with the help of internet facilities in the Institute.

Students Support and Progression Aspects

- a) The Institute has a full fledged Training & Placement office to take care of Training & Placement requirements of the students.
- b) Students visit various industries periodically to enhance their practical exposure.

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.

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

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

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

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Overall, the Institute is doing very well, students are satisfied with the faculty members and the infrastructural facilities provided by the Institute. The Institute utilizes is also a beneficiary of TEQIP Project of Rs. 10 Crores from World Bank.

RECOMMENTATIONS/SUGGESTIONS

- Appointment of permanent faculty since the present ratio is 1.31. Efforts should be made towards achieving the ratio of 1.15.
- The faculty members should be encouraged for quality publications.
- The University should establish technology incubation Centre to help application oriented research and outreach.
- The Institute should maintain the data about the students going for higher studies including exams such as GATE, GRF, TOFEL, GMAT etc.


17/3/16
(A.K. NEMA)


17/3/16
(RISHI PAL)


17.3.16
(RAHUL RISHI)

MINUTES OF THE MEETING OF ACADEMIC AUDIT COMMITTEE (AAC) IN UILMS HELD ON 23rd JULY 2016 (SATURDAY) AT 01:00 P.M. IN THE OFFICE OF DIRECTOR, UILMS, GURGAON

A meeting of the Academic Audit Committee (AAC) consisting of the following members to carry out the Academic Audit of the Law Programme was held on 23/07/2016 in the office of the Director, UILMS, Gurgaon.

The following members were present:

1. Prof. Raj Pal Sharma, Member (Outside Expert)
Dean ,Dept of Law, Kurukshetra University,Kurukshetra
2. Prof.Amar Pal Singh, Member (Outside Expert)
Dept of Law, IP University,Delhi

The members of the AAC interacted with the faculty members and discussed about teaching, research, other facilities and activities in the Institute. The committee has gone through the Annual Institutional Report, profile of Institute, Self-Evaluative Report (ANNEXURE - I) and the achievements of the faculty members for the academic year 2014-15 (ANNEXURE - II) placed by the Head of the Institute to the AAC.

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

Curriculum Aspects:-

- a) At present the following Five courses are being run in the Department:-
 1. 5-Year Integrated B.A.LL.B (Hons.) with intake of 240 students.
 2. LL.B (3 Year) course (Morning Shift) with an intake of 60 students.
 3. LL.M (2 Year) course (Morning Shift) with an intake 30 students.
- b) The syllabi of all the above mentioned courses are in accordance with norms of Bar Council of India/UGC. As a result, more than 10 students qualified the NET/JRF. All the UG and PG courses were last revised in 2009-10 , 2010-11 and 2011-12.
- c) The feedback from the students was taken once in the preforma of feedback in Oct 2014 and the suggestions were incorporated. Feedback for the session 2014-15 reveals that the students have rated the department in the "Very Good" category giving an average score of 3.5 score (A grade) out of the maximum score of 4.

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

Teaching Learning and Evaluation Aspects:-

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

Research Consultancy and Extension Aspects:-

- a) The faculty members of the Institute are actively engaged in the research activity which is evident from number of research papers published during 2014-15.
- b) Most of the faculty members have participated in seminars/conferences/workshops, Refresher Courses and also delivered Guest Lectures during 2014-15.

- c) The Institute plans to start one new course i.e. LL.M 2 Year Course (Evening) for further expansion of the Institute.

| Period | Number of papers published in journals | Number of Chapters in books | Number of Books Edited | Number of Papers in Proceedings of the Conferences |
|---------|--|-----------------------------|------------------------|--|
| 2014-15 | 14 | 01 | 02 | 32 |


Infrastructure and Learning Resources:-

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

Students Support and Progression Aspects:-

1. The Institute organized a Moot Court Competition along with student moot court workshop, Essay Writing Competition, Debate Competition, Quiz Competition in the session of 2014-15.
2. All the students are encouraged to take part in extra-curricular activities such as educational tours, sports and co-curricular activities etc and 20 students participated in Zonal Youth Festival and 04 Students Won Prize.
3. Drop out ratio is very less i.e. 2 per cent.
4. Institute plans to organize National Seminar in next session.


(A.S Dalal)


(R.P Sharma)


(Amarpal Singh)

**Proceedings of the Meeting of Academic Audit Committee held on 19.03.2015 at 10:00 am in the
Office of the Head, Department of Statistics, M.D. University, Rohtak**

A meeting of Academic Audit Committee was held on 19.03.2015 at 10:00 AM in the office of the Head, Department of Statistics to carry out academic audit of the department for the session 2014-15. The following members were present:

- | | |
|---|----------------|
| 1. Prof. B.K. Hooda, Department of Mathematics & Statistics, HAU Hisar | Outside Expert |
| 2. Prof. C.K. Jaggi, Head, Department of Operational Research, University of Delhi, 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, researcher scholars/students and non teaching staff of the department and sought their feedback about teaching, research, other facilities and activities in the Department. The committee examined the Annual Report of the Department, Departmental Profile and Academic achievements of the faculty members for the academic year 2014-15.

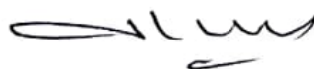
After going through the reports and all the above aspects as well as various points mentioned in the criteria of Academic Report, the committee made the following observations/recommendations:-

General Observations:-

A. Curriculum Aspects:

- (a) At present the following four courses are being run in the Department:
- (1) M.Sc (Mathematical Statistics)
 - (2) M.Phil (Statistics)
 - (3) Ph.D. Coursework (Statistics)*
 - (4) Ph.D. (Statistics)

* This course has been made as a part of Ph.D programme w.e.f. 2014-15.



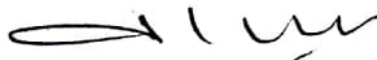
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- (b) The syllabi of all the courses have been framed in accordance with UGC curriculum to cater the needs of the students for providing more job opportunities in private and government sectors. The modification/updating of syllabi has been observed as a regular practice in the Department in order to provide a better platform for the students who compete for jobs in banks, universities and allied services like Indian Statistical Services and Indian Administrative Services, etc.
- (c) The department lays special emphasis on the enhancement of the computer skills of the students. And, in accordance with this, the students regularly work with various Statistical and Mathematical software such as SPSS, MATLAB, and SYSTAT etc.
- (d) Tutorials and Seminars/extension lectures are continuous features of the department to be delivered by the experts for up-grading knowledge of the students and faculty members.
- (e) The teacher student's ratio in the department is 1:30.
- (f) 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 3.092 out of 4, which is quite good. The committee members also interacted with the students/research scholars. The feedback obtained from the students by the committee revealed that:
1. The students have free accessibility to meet the HOD as well as the faculty members of the department to discuss their problems.
 2. The students have been motivated for participating in various competitive examinations. The faculty members are always available to guide the students for preparing such exams.
- (g) Feedback from the parents was also obtained and their feedback revealed that they are satisfied with the facilities provided by the department to their children during the course.

B. Research Consultancy and Extension Aspects:

1. The faculty members of the Department have been actively engaged in academic activities in the form of teaching and research. As a whole, the participation of the faculty members at International and National level academic activity is tremendous as evident by publishing 38 research papers in the journal of National/International repute during session 2014-15. (Annexure- C).
2. A total number of four (4) Ph.D's and one (1) M.Phil degree have been awarded to the students of the department during the session 2014-15.
3. The faculty members have participated in seven (07) Seminars/Conferences/Workshops etc. and presented their research papers thereat (Annexure- B).
4. The faculty members have been invited to deliver extension lectures/talks at the academic events organized by the various Indian Academic Institutions/universities. (Annexure- B)



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5. The faculty members are always made available to provide consultancy to the doctors and faculty members of PGIMS, Rohtak. The students and research scholars of other departments of the university have been guided by the faculty members of the department during their research work/project work.
6. The Department decided to start a five years M.Sc. (Statistics) integrated course with three years B.Sc. (CSM).
7. The faculty members have been appointed as reviewers of various research journals in the subject of Statistics/Operations Research.
8. The department has been awarded UGC SAP (DRS-II) by the University Grant Commission, New Delhi for a period of five years (2016 to 2021).

C. Teaching, Learning and Evaluation Aspects:

1. All the faculty members are well qualified and have published a good number of research papers in the journals of National/International repute.
2. Over the years, the demand of the Statistics as a discipline has increased manifold and therefore, a large number of applications (around 140) for admission in M.Sc. (Mathematical Statistics) have been received by the department in the session 2014-15.
3. The internal assessments of the students based on class tests, seminars and assignments has been a continuous activity in the department.
4. Eminent subject experts from the fields of Statistics/Operations Research/ Statistical computing have been invited by the department to deliver lectures/talks for enhancing skill and subject knowledge of the students and faculty members. (Annexure- A)
5. The services of regular research scholars have also been taken by the department to share the teaching work load (theory and practical).
6. The students are encouraged to use statistical packages to complete their M.Sc. projects and research work. They are also encouraged to use online study material available on internet.

D. Infrastructure and Learning Resources:

1. The Department has established a computer lab equipped with 30 Computers and Internet facility for providing research and practical training to the students.
2. The Department has Class Rooms (02), Seminar Rooms (02), Research Scholar Rooms (02), Teacher's Official Rooms (04), HOD Room (01), Store Room (01) and Office (01).
3. The Department has the technical facilities in the form of LED, Interactive Boards, LCD projectors, Laptops, Photocopier Machines and other support systems.
4. The Department has licensed SYSTAT, SPSS & MATLAB software.

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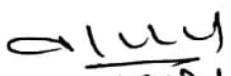
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E. **Students Support and Progression Aspects:-**

1. The students of the Department are encouraged to take part in extra-curricular activities being organized by the university.
2. The Department has established Alumni association.
3. A total number of 28 students have been pursuing their Ph.D. degree during the session 2014-15 and four students completed their Ph.D. degree.
4. One student has been awarded M.Phil degree during the session 2014-15.
5. The students of the department have been motivated to appear in various competitive examinations conducted by State/Central Government.
6. The students of the department visited Dalhousie during March 18-21, 2015 for conducting survey on socio-economic status of the people of that region. This trip was organized under UGC SAP (DRS-I).

Specific Recommendations

1. The department has shortage of specialized faculty members. The committee recommends that the vacant teaching positions should be filled in the department on priority basis to meet out the teaching workload as well as to provide better opportunities to the students for opting more specialized papers in the subject.
2. The post of Lab. Assistant must be provided in the department for proper functioning of the departmental computer lab.
3. The Department should emphasise on conducting training programmes/workshops for the students and research scholars particularly in emerging fields of the subject.
4. Faculty members be motivated to bring major research projects from various funding agencies and also to publish research papers in the journals with high impact factors.
5. The Department should encourage collaboration with other academic institutions/universities in India and abroad for joint research work and teaching assignments.
6. The Department should be provided more space in the form of class rooms/ lecture theatres in order to strengthen teaching activities of the department.


19.3.16
(Prof. B.K. Hooda)


19/03/16
(Prof. C.K. Jaggi)


19.3.16
(Prof. V.K. Sharma)

**Department of Sociology, MDU, Rohtak
Academic Audit Report (2014-15)**

An Academic Audit for the Session 2014-15 was carried out in the Department of Sociology on 08.04.2016. The following members attended the Academic Audit meeting:

1. Chairperson Prof. Promila batra,
Dean, Faculty of Social Sciences, MDU Rohtak
2. Outside Expert Prof. Raj Singh
Former Prof. HAU, Hisar
3. Outside Expert Prof. Dinesh
Former Prof. of Sociology
NCERT, New Delhi

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

1. Curriculum Aspects:

- The department has prepared the syllabus of M.Phil which has been approved by PG Board of Studies of the Department held on 10.04.2015.
- The department remains involved in all the meetings and workshops organized by the University for considering the Choice based Credit System (CBCS).
- During the 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:

- 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 Consultancy & Extension

- Following research areas have been focused on while doing research work:
 - i) Gender Studies
 - ii) Health Studies
 - iii) Dalit Studies
 - iv) Communication Studies
- The Ph.D students' strength during the course was 08 which is encouraging.
- The Department has taken students of MA 2nd Semester to Bahu Akbarpur in Distt. Rohtak and to Ladpur in Distt. Jhajjar from 3.11.2014 to 08.11.2014 for Research Methodology Course.
- One faculty member has been elected as EC member of International Sociological Association held in Yokohama (Japan) in July 2015.
- One faculty member has been appointed as member PGBOS in the department of Sociology, Central University of Haryana, Mohindergarh.
- Two members acted as referee in the M.D.University (Arts) Journal.
- Faculty members acted as resources person, keynote speaker in panel discussion Seminars/refresher courses.
- Two Research projects were in process during the assessed period under Dr. Neerja Ahlawat funded by UGC.

4. **Infrastructure & Learning Resources:**

- The process of admissions and fee deposition was made online for all classes.
- The department is well equipped with LCD Projector, Laptop, Computers and internet facility.
- All the faculty members are well equipped with computers and internet facilities.

5. **Student Support & Progression:**

- Pass percentage of students was 62 which is satisfactory.
- Nine students cleared JRF.

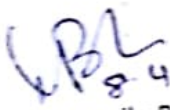
6. **Innovative Practices:**

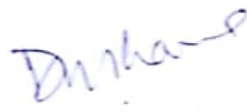
The department adopted following innovative practices during 2014-15 session:

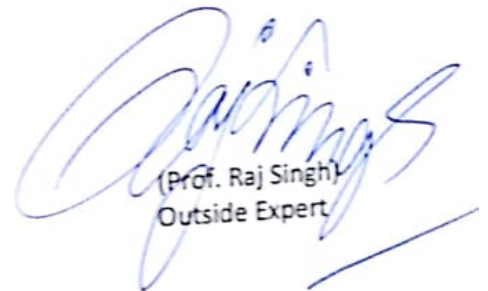
- Held the parents- teacher meet.
- Encouraged the students to maintain their punctuality.

7. **Overall Assessment & Recommendations:**

- 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.
- 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.


8-4-16.
(Prof. Promila Batra)
Dean, Faculty of Social Sciences


(Prof. Dinesh Sharma)
Outside Expert


(Prof. Raj Singh)
Outside Expert

DEPARTMENT OF LIBRARY & INFORMATION SCIENCE
(Academic Audit Report 2014-15)

PROCEEDINGS OF THE MEETING OF THE COMMITTEE CONSITUTED BY THE VICE-CHANCELLOR FOR ACADEMIC AUDIT OF THE DEPARTMENT OF LIBRARY & INFORMATION SCIENCE, M.D. UNIVERSITY, ROHTAK HELD ON 14.05.2015 AT 11.30 AM IN THE OFFICE OF HEAD, DEPARTMENT OF LIBRARY & INFORMATION SCIENCE, M.D. UNIVERSITY, ROHTAK.

The Academic Audit for the year 2014-15 was conducted on 14.05.16 in the office of the Head, Department of Library and Information Science at 11.30 am. All the parameters as per IQAC guidelines were examined and verified by the committee. Proceedings of same the meeting are given below.

The following members were present:

1. Prof. Promila Batra, Dean, Faculty of Social Science, M.D. University, Rohtak
2. Prof. Jaideep Sharma, Prof. Lib. & Inf. Science, Indira Gandhi National Open University, Maidan Garhi, New Delhi-110068.
3. Dr. D.V. Singh, University Librarian, University of Delhi, Delhi-7.
4. Dr. Satish Kumar Malik, Head, Department of Library & Information Science, M.D. University, Rohtak.

1. Curriculum Aspects

- The curricula of two-year integrated masters and PhD course of the Department of Library and Information Science was designed as per the broad guidelines of UGC-CDC report and duly approved by the board of studies.
- The curricula was designed and revised in 2012 to match both at the mainstream level with the local touch , incorporating job orientation aspects and market driven
- The presence of the course, communication skill and technical writing, in the curricula lodged unique impact on the students' competencies. Along with opportunities are found to incorporate value-education, social ethics and hands-on experience are well taken care of.
- Information and Communication Technologies (ICTs) was the thrust area at the apex level with practical training followed by the theoretical orientations.

2. Teaching, Learning and Evaluation

- Considering the teaching-learning facet being crucial, the Department made multiple amenities to ensure the same. At the very beginning, ratio between the number of applications and actually admissions taken was marginal and now increased to 2.84 per seat, which is impressive.
- Proper methods are taken into consideration for good delivery in the classroom.
- Student's feedback is a regular feature in the teaching-learning process and this year it shows an elevation of 3.17 on 4 point scale, which implies the qualitative improvement.
- The Department has latest state-of-the-art technology aids including electronic podiums, interactive digital panels and projectors
- The faculty-student ratio is 1:18. All the faculty members are academically sound with PhDs and having adherence to different academic background.
- The performance of the student's are monitored with wide ranging of features; continuous assessment, at the end, with semester examinations. Some of the courses are designed and assessed with group discussion, brainstorming and seminar presentations. The multilayer assessment practices, some are

D.V. Singh
14/5/16
Sharma
Rohtak

innovative in their own way, are verbally communicated by the teachers at the initial days of lecture, so that students get ready with preparation.

- Personal guidance by the teachers to the students who show miserable performance, irregularity and in understanding the subject is monitored. Tutorial classes (i.e. minimum 1 per week on every subject) are made available for re-understanding the subject. This aspect exhibits the healthy trend of the Department.
- Special extra classes are offered to the students for preparing them for UGC-NET/JRF.
- Shortage of attendance of the students is being communicated to the students every month during the entire Semester.
- News reading circle has been established in the Department in 2015.
- Internal assessment is done as per the common university guidelines.

3. Research, Consultancy and Extension

- During the assessment period the PhD students' strength were 5, which was encouraging.
- Research interest areas are multidisciplinary in nature and lie in various subject areas such as information retrieval, human resources management, ICT applications in libraries, e-resource management.
- Two faculty members were invited 9 times for invited and extension lectures at various educational institution
- Two faculty members attended workshop and refresher course
- One faculty member conducted 1 plagiarism workshop and other 4 faculty member attended 5 different conferences on various themes.

4. Infrastructure & Learning Resources

- The Department has also a rich collection in its departmental library along with good number of titles by international publishing houses; Academic Press, Chandos, Libraries Unlimited, Facet and many others.
- Teaching with aids is regularly considered high in the Department and therefore an Internet facility with Wi-Fi and LAN is available, so that demonstration with online connectivity can be found much helpful.
- Smart classrooms with electronic podiums and a computer lab with 15 PCs, printers and scanner with online power backup are additional benefits for the learners.
- Faculty members are also equipped with 5 desktop and 3 laptops to manage their teaching and research activities.
- A new research chamber for doctoral students was also made available additionally.

5. Student Support and Progression

- The provision of placement and counseling facilities is also an additional feature of the department availing traineeship in big government organization in Delhi, also helps the students learn many advanced techniques in the field with little fixed amount of money. One teacher has been appointed as the Coordinator for the Career and Counseling Cell in the Department.
- There is compulsory 1 month internship after 2nd semester and 2 months internship after 4th semester for industry exposure.
- Parents-teacher meeting additionally brings advantages in knowing the students better as the parents come up with valid inputs. The students' productivity is good in terms of pass out records with first divisions (i.e. 67%) and clearing UGC-CBSE-NET at the national level. The record, 1 JRFs and 5 NET qualified scholars are one among many surprises which makes the total 16 NET/JRF in totality.

F.V. Singh
14/5/16

Prerna
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- Very nominal dropout rate (i.e., 2.7% which is only 1 student) shows that student has taken so much interest in the subject.

Innovative Practices


- Practical experience on the course content is given by explaining them the content in the real problem situations by using university library's resources.
- Use of PPTs, brainstorming sessions, seminars, extempore competitions, tutorials and group discussions are regular features of the department and internal assessment is being done on these bases.
- Library tour to Kumaun University, Nainital adjoining areas was organized in 2015.
- 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.
- There is compulsory 1 month internship after 2nd semester and 2 months internship after 4th semester.
- 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.

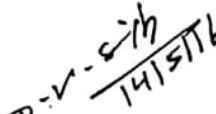
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Overall Assessment and Recommendations

The Committee 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. At the same time some extension and series lectures by scholars from outside of high repute of contemporary inter-disciplinary areas are needed to update the students and often the faculties also.


14.5.16
(Promila Batra)


14.5.16
(Jaideep Sharma)


14/5/16
(D.V. Singh)


14.5.16
(Satish Kumar Malik)

POCEEDINGS OF THE MEETING OF THE COMMITTEE CONSITITUTED BY THE VICE-CHANCELLOR FOR PERFORMANCE AUDIT OF VIVEKANANDA LIBRARY M. D. UNIVERSITY, ROHTAK HELD ON 14.05.2016 AT 12.30 PM IN THE COMMITTEE ROOM OF VIVEKANANDA LIBRARY M. D. UNIVERSITY ROHTAK.

The following were present:

1. Prof. Promila Batra, Dean, Faculty of Social Science, M.D. University, Rohtak
2. Prof. Jaideep Sharma, Prof. of Lib. & Inf. Science, Indira Gandhi National Open University, Maidan Garhi, New Delhi-110068.
3. Dr. D.V. Singh, University Librarian, University of Delhi, Delhi-7.
4. Dr. Satish Kumar Malik, University Librarian, M.D. University, Rohtak.

After observing the functioning and operations of the Vivekananda Library, the members were provided with the fact-sheet in which a comprehensive data about the Vivekananda Library was available. The members also further interacted with the students and other officers of the library along with the University Librarian. The audit report is as under:

Section-wise verification: Library Committee, Library Budget, Knowledge Resources, Readers' Services, Technical Services, Library Membership, Information Technology Applications, Physical Infrastructure and Statistics at glance were conducted. The Committee found that Library Committee is fully functional. Library budget is found to be very satisfactory with cumulating after different heads and sub-heads of expenditure and income.

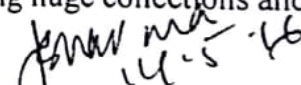
Readers' services include library hours, library use statistics – over 2,94,463 library users availed reading facility during this period, circulation transactions is about 2,33,498, which additionally proved vast use of library knowledge resources. In addition, 3,70,762 volumes were consulted within the library premises. User awareness programme, author workshop, videoconferencing facility along with orientation programmes for the new users, displayed the large-use of library resources and services.

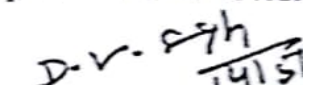
The use of ICT applications in the library is found to be very satisfactory. RFID technology is in consistent use and modern facilities with the help of this technology: check-in & check-out are unique in the state.

Physical infrastructure with massive areas of carpet, reading and lighting space is also outstanding in many respects.

The Committee felt that the Vivekananda Library is performing an incredible job in facilitating the services to M.D. University in quality improvement in higher education. A strong feeling of vacant posts of Officers' rank (at least at the level of Assistant Librarians) is a concern, which hinders further services to the university fraternity. The panelists additional observed the space constraints to accommodate growing number students and collections. Some kind of provisions should be made to have options, either in extension in a possible way or to erect new reading halls. The members also showed apprehension to the five vacant posts of Assistant Librarian level. It was in addition, felt that para-professionals, assistants (attendant level) can enhance services in terms of to managing huge collections and provide back up to staff and users.


(Promila Batra)


(Jaideep Sharma)


(D.V. Singh)