



# DAV UNIVERSITY

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Telephone

[naac@davuniversity.org](mailto:naac@davuniversity.org)

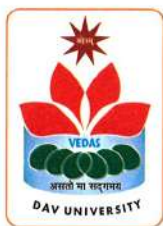
E-mail

[www.davuniversity.org](http://www.davuniversity.org)

Website

## ***Academic Administrative Audit (AAA) and follow up action taken 2021-2022***

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# DAV UNIVERSITY

Jalandhar-Pathankot Highway (NH-44), SARMASTPUR-144 012, Jalandhar, Punjab, INDIA  
Tel: +91-181-2708845, Email: registrar@davuniversity.org  
www.davuniversity.org

Date: 12/08/2022

## Notice

The Department coordinators are assigned duty as auditors for academic and administrative audit (Term 2021-22) and advised to submit the report by August 5, 2022 positively.

The assigned Departments are advised to perform the audit of the department mentioned as per the attached proformas and submit the reports in the office of IQAC.

| Sr. No. | Department                   | Audit By (Department Coordinator) |
|---------|------------------------------|-----------------------------------|
| 1       | Computer Science & Engg.     | Physics                           |
| 2       | Education                    | English & Human Values            |
| 3       | Physical Education           | Biotechnology                     |
| 4       | Mechanical Engineering       | Botany & Microbiology             |
| 5       | CBM&E                        | Zoology                           |
| 6       | CSA                          | Chemistry                         |
| 7       | JMC                          | Civil Engineering                 |
| 8       | English & Human Values       | Electrical Engineering & ECE      |
| 9.      | Mathematics                  | Mechanical Engineering            |
| 10      | Physics                      | Computer Science & Engg.          |
| 11      | Zoology                      | JMC                               |
| 12      | Chemistry                    | Law & Legal Studies               |
| 13      | Biotechnology                | Physical Education                |
| 14      | Botany & Microbiology        | Education                         |
| 15      | Civil Engineering            | CSA                               |
| 16      | Agriculture                  | CBM&E                             |
| 17      | Law & Legal Studies          | Agriculture                       |
| 18      | Electrical Engineering & ECE | Mathematics                       |

  
Registrar (Officiating)

Copy to

All Concerned Auditors

# DAV University, Jalandhar

## Academic and Administrative Audit

Department- *B.Tech (CIVIL)*

Year- 2021-22

| Sno.                  | Criteria                                       | Yes/No                         | Good | Satisfactory | Unsatisfactory |
|-----------------------|------------------------------------------------|--------------------------------|------|--------------|----------------|
| 1                     | Student attendance maintained by faculty       | Y                              | ✓    |              |                |
| 2                     | Pass Percentage                                |                                | ✓    |              |                |
| 3                     | Lab Record                                     | Y                              | ✓    |              |                |
| 4                     | Lab Manual                                     | Y                              | ✓    |              |                |
| 5                     | BOS meeting conducted/ Syllabus updated        | N                              |      |              |                |
| 6                     | Percentage of Syllabus Covered                 | 100%                           | ✓    |              |                |
| 7                     | Assignments and quiz conducted                 | Y                              | ✓    |              |                |
| 8                     | Expert Lectures                                | N                              |      |              |                |
| 9                     | Industrial and field visits                    | Y                              | ✓    |              |                |
| 10                    | New Program introduced in the departments      | N                              |      |              |                |
| 11                    | Any extra classes conducted for students       | N                              |      |              |                |
| 12                    | Any system to address student issues           | Y                              | ✓    |              |                |
| 13                    | Conferences/Seminars/Workshops organized       | Yes                            | ✓    |              |                |
| 14                    | Research articles Published reputed journals   | Y                              | ✓    |              |                |
| 15                    | Patents Published                              | X                              | ✓    |              |                |
| 16                    | Student Events conducted                       | Y                              | ✓    |              |                |
| 17                    | Students Placements                            | Y                              | ✓    |              |                |
| 18                    | Use of ICT                                     | Y                              | ✓    |              |                |
| 19                    | Recommneded NPTEL/MOOCs/Swayam Courses/Videos  | N                              |      |              |                |
| 20                    | Gaps in Curriculum                             | N                              |      |              |                |
| 21                    | Books Referred                                 | Y                              | ✓    |              |                |
| 22                    | Faculty Participation in Conferences/Workshops | Y                              | ✓    |              |                |
| Signature of Auditors |                                                | <i>[Handwritten Signature]</i> |      |              |                |

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# DAV University, Jalandhar

## Academic and Administrative Audit

Department- *Law & Legal Studies*

Year- 2021-22

| Sno.                  | Criteria                                       | Yes/No | Good | Satisfactory | Unsatisfactory |
|-----------------------|------------------------------------------------|--------|------|--------------|----------------|
| 1                     | Student attendance maintained by faculty       | yes    | ✓    |              |                |
| 2                     | Pass Percentage                                | yes    | ✓    |              |                |
| 3                     | Lab Record                                     | N/A    | -    |              |                |
| 4                     | Lab Manual                                     | N/A    | -    |              |                |
| 5                     | BOS meeting conducted/ Syllabus updated        | yes    | ✓    |              |                |
| 6                     | Percentage of Syllabus Covered                 | yes    | ✓    |              |                |
| 7                     | Assignments and quiz conducted                 | yes    | ✓    |              |                |
| 8                     | Expert Lectures                                | yes    | ✓    |              |                |
| 9                     | Industrial and field visits                    | yes    | ✓    |              |                |
| 10                    | New Program introduced in the departments      | No     | -    |              |                |
| 11                    | Any extra classes conducted for students       | yes    | ✓    |              |                |
| 12                    | Any system to address student issues           | yes    | ✓    |              |                |
| 13                    | Conferences/Seminars/Workshops organized       | yes    | ✓    |              |                |
| 14                    | Research articles Published reputed journals   | No     | -    |              |                |
| 15                    | Patents Published                              | No     | -    |              |                |
| 16                    | Student Events conducted                       | yes    | ✓    |              |                |
| 17                    | Students Placements                            | No     | -    |              |                |
| 18                    | Use of ICT                                     | yes    | ✓    |              |                |
| 19                    | Recommended NPTEL/MOOCs/Swayam Courses/Videos  | No     | -    |              |                |
| 20                    | Gaps in Curriculum                             | No     | -    |              |                |
| 21                    | Books Referred                                 | yes    | ✓    |              |                |
| 22                    | Faculty Participation in Conferences/Workshops | yes    | ✓    |              |                |
| Signature of Auditors |                                                |        |      |              |                |

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# DAV University, Jalandhar

## Academic and Administrative Audit

Department- *English & Human Values*

Year- 2021-22

| Sno.                  | Criteria                                       | Yes/No           | Good | Satisfactory | Unsatisfactory |
|-----------------------|------------------------------------------------|------------------|------|--------------|----------------|
| 1                     | Student attendance maintained by faculty       | Yes              | ✓    |              |                |
| 2                     | Pass Percentage                                | 100%             | ✓    |              |                |
| 3                     | Lab Record                                     | Yes              | ✓    |              |                |
| 4                     | Lab Manual                                     | No               |      |              |                |
| 5                     | BOS meeting conducted/ Syllabus updated        | Yes              | ✓    |              |                |
| 6                     | Percentage of Syllabus Covered                 | 100%             |      |              |                |
| 7                     | Assignments and quiz conducted                 | Yes              |      | ✓            |                |
| 8                     | Expert Lectures                                | Yes              | ✓    |              |                |
| 9                     | Industrial and field visits                    | Yes              |      | ✓            |                |
| 10                    | New Program introduced in the departments      | No               |      |              |                |
| 11                    | Any extra classes conducted for students       | Yes              |      | ✓            |                |
| 12                    | Any system to address student issues           | Yes              | ✓    |              |                |
| 13                    | Conferences/Seminars/Workshops organized       | Yes              | ✓    |              |                |
| 14                    | Research articles Published reputed journals   | Yes              | ✓    |              |                |
| 15                    | Patents Published                              | No               |      |              |                |
| 16                    | Student Events conducted                       | Yes              | ✓    |              |                |
| 17                    | Students Placements                            | No               |      |              |                |
| 18                    | Use of ICT                                     | Yes              | ✓    |              |                |
| 19                    | Recommended NPTEL/MOOCs/Swayam Courses/Videos  | Yes              |      | ✓            |                |
| 20                    | Gaps in Curriculum                             | No               |      |              |                |
| 21                    | Books Referred                                 | Yes              | ✓    |              |                |
| 22                    | Faculty Participation in Conferences/Workshops | Yes              | ✓    |              |                |
| Signature of Auditors |                                                | <i>A. Khadka</i> |      |              |                |

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## Academic and Administrative Audit

Department- *Botany*  
Year- 2021-22

| Sno.                  | Criteria                                       | Yes/No                   | Good | Satisfactory | Unsatisfactory |
|-----------------------|------------------------------------------------|--------------------------|------|--------------|----------------|
| 1                     | Student attendance maintained by faculty       | Yes                      | ✓    |              |                |
| 2                     | Pass Percentage                                | Yes                      | ✓    |              |                |
| 3                     | Lab Record                                     | Yes                      | ✓    |              |                |
| 4                     | Lab Manual                                     | Yes                      | ✓    |              |                |
| 5                     | BOS meeting conducted/ Syllabus updated        | Yes                      | ✓    |              |                |
| 6                     | Percentage of Syllabus Covered                 | Yes                      | ✓    |              |                |
| 7                     | Assignments and quiz conducted                 | Yes                      | ✓    |              |                |
| 8                     | Expert Lectures                                | Yes                      | ✓    |              |                |
| 9                     | Industrial and field visits                    | Yes                      | ✓    |              |                |
| 10                    | New Program introduced in the departments      | No                       |      |              |                |
| 11                    | Any extra classes conducted for students       | Yes                      | ✓    |              |                |
| 12                    | Any system to address student issues           | Yes                      |      | ✓            |                |
| 13                    | Conferences/Seminars/Workshops organized       | Yes                      | ✓    |              |                |
| 14                    | Research articles Published reputed journals   | Yes                      |      | ✓            |                |
| 15                    | Patents Published                              | No                       |      |              |                |
| 16                    | Student Events conducted                       | Yes                      | ✓    |              |                |
| 17                    | Students Placements                            |                          |      |              |                |
| 18                    | Use of ICT                                     | Yes                      | ✓    |              |                |
| 19                    | Recommended NPTEL/MOOCs/Swayam Courses/Videos  | Nil                      |      |              |                |
| 20                    | Gaps in Curriculum                             | Nil                      |      |              |                |
| 21                    | Books Referred                                 | Yes                      | ✓    |              |                |
| 22                    | Faculty Participation in Conferences/Workshops | Yes                      | ✓    |              |                |
| Signature of Auditors |                                                | <i>Shyama</i><br>17/2/22 |      |              |                |

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# DAV University, Jalandhar

## Academic and Administrative Audit

Department- *Mathematics*

Year- 2021-22

| Sno. | Criteria                                       | Yes/No                          | Good | Satisfactory | Unsatisfactory |
|------|------------------------------------------------|---------------------------------|------|--------------|----------------|
| 1    | Student attendance maintained by faculty       | Yes                             | ✓    |              |                |
| 2    | Pass Percentage                                |                                 | ✓    |              |                |
| 3    | Lab Record                                     | No                              |      |              |                |
| 4    | Lab Manual                                     | No                              |      |              |                |
| 5    | BOS meeting conducted/ Syllabus updated        | Yes                             | ✓    |              |                |
| 6    | Percentage of Syllabus Covered                 | 100%                            |      |              |                |
| 7    | Assignments and quiz conducted                 | Yes                             | ✓    |              |                |
| 8    | Expert Lectures                                | Yes                             | ✓    |              |                |
| 9    | Industrial and field visits                    | No                              |      |              |                |
| 10   | New Program introduced in the departments      | No                              |      |              |                |
| 11   | Any extra classes conducted for students       | Yes                             | ✓    |              |                |
| 12   | Any system to address student issues           | Yes                             |      |              |                |
| 13   | Conferences/Seminars/Workshops organized       | Yes                             |      |              |                |
| 14   | Research articles Published reputed journals   | Yes                             |      |              |                |
| 15   | Patents Published                              | No                              |      |              |                |
| 16   | Student Events conducted                       | Yes                             |      |              |                |
| 17   | Students Placements                            | Yes                             |      | ✓            |                |
| 18   | Use of ICT                                     | Yes                             |      |              |                |
| 19   | Recommended NPTEL/MOOCs/Swayam Courses/Videos  | Yes                             |      |              |                |
| 20   | Gaps in Curriculum                             | No                              |      |              |                |
| 21   | Books Referred                                 | Yes                             | ✓    |              |                |
| 22   | Faculty Participation in Conferences/Workshops | Yes                             | ✓    |              |                |
|      | Signature of Auditors                          | <i>[Handwritten Signatures]</i> |      |              |                |

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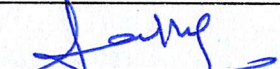
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 DAV University, Jalandhar



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## Academic and Administrative Audit

Department- *Physical Education*  
 Year- 2021-22

| Sno.                  | Criteria                                       | Yes/No                                                                              | Good | Satisfactory | Unsatisfactory |
|-----------------------|------------------------------------------------|-------------------------------------------------------------------------------------|------|--------------|----------------|
| 1                     | Student attendance maintained by faculty       | Yes                                                                                 | ✓    |              |                |
| 2                     | Pass Percentage                                | Yes                                                                                 | ✓    |              |                |
| 3                     | Lab Record                                     | Yes                                                                                 | ✓    |              |                |
| 4                     | Lab Manual                                     | No                                                                                  |      |              |                |
| 5                     | BOS meeting conducted/ Syllabus updated        | Yes                                                                                 | ✓    |              |                |
| 6                     | Percentage of Syllabus Covered                 | Yes                                                                                 | ✓    |              |                |
| 7                     | Assignments and quiz conducted                 | Yes                                                                                 | ✓    |              |                |
| 8                     | Expert Lectures                                | Yes                                                                                 | ✓    |              |                |
| 9                     | Industrial and field visits                    | Yes                                                                                 | ✓    |              |                |
| 10                    | New Program introduced in the departments      | No                                                                                  |      |              |                |
| 11                    | Any extra classes conducted for students       | Yes                                                                                 | ✓    |              |                |
| 12                    | Any system to address student issues           | Yes                                                                                 | ✓    |              |                |
| 13                    | Conferences/Seminars/Workshops organized       | Yes                                                                                 | ✓    |              |                |
| 14                    | Research articles Published reputed journals   | No                                                                                  |      |              |                |
| 15                    | Patents Published                              | No                                                                                  |      |              |                |
| 16                    | Student Events conducted                       | Yes                                                                                 |      | ✓            |                |
| 17                    | Students Placements                            | Yes                                                                                 |      | ✓            |                |
| 18                    | Use of ICT                                     | Yes                                                                                 |      | ✓            |                |
| 19                    | Recommended NPTEL/MOOCs/Swayam Courses/Videos  | Yes                                                                                 | ✓    |              |                |
| 20                    | Gaps in Curriculum                             | Yes                                                                                 |      | ✓            |                |
| 21                    | Books Referred                                 | Yes                                                                                 |      | ✓            |                |
| 22                    | Faculty Participation in Conferences/Workshops | Yes                                                                                 |      | ✓            |                |
| Signature of Auditors |                                                |  |      |              |                |

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## Academic and Administrative Audit

Department- *Zoology*

Year- 2021-22

| Sno.                  | Criteria                                       | Yes/No                  | Good | Satisfactory | Unsatisfactory |
|-----------------------|------------------------------------------------|-------------------------|------|--------------|----------------|
| 1                     | Student attendance maintained by faculty       | Yes                     | ✓    |              |                |
| 2                     | Pass Percentage                                | Yes                     | ✓    |              |                |
| 3                     | Lab Record                                     | Yes                     | ✓    |              |                |
| 4                     | Lab Manual                                     | Yes                     | ✓    |              |                |
| 5                     | BOS meeting conducted/ Syllabus updated        | Yes                     | ✓    |              |                |
| 6                     | Percentage of Syllabus Covered                 | Yes                     | ✓    |              |                |
| 7                     | Assignments and quiz conducted                 | Yes                     | ✓    |              |                |
| 8                     | Expert Lectures                                | Yes                     |      | ✓            |                |
| 9                     | Industrial and field visits                    | Yes                     |      | ✓            |                |
| 10                    | New Program introduced in the departments      | <del>No</del>           |      |              | —              |
| 11                    | Any extra classes conducted for students       | Yes                     | →    |              |                |
| 12                    | Any system to address student issues           | Yes                     |      | ✓            |                |
| 13                    | Conferences/Seminars/Workshops organized       | Yes                     |      |              |                |
| 14                    | Research articles Published reputed journals   | Yes                     |      |              |                |
| 15                    | Patents Published                              | NO                      | ⊗    |              |                |
| 16                    | Student Events conducted                       | Yes                     | ✓    |              |                |
| 17                    | Students Placements                            | Yes                     |      | ✓            |                |
| 18                    | Use of ICT                                     | Yes                     |      |              |                |
| 19                    | Recommended NPTEL/MOOCs/Swayam Courses/Videos  | Yes                     |      |              |                |
| 20                    | Gaps in Curriculum                             | NO                      |      |              |                |
| 21                    | Books Referred                                 | Yes                     | ✓    |              |                |
| 22                    | Faculty Participation in Conferences/Workshops | Yes                     | ✓    |              |                |
| Signature of Auditors |                                                | <i>F.S.J.</i><br>10469. |      |              |                |

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# DAV University, Jalandhar

## Academic and Administrative Audit

Department- *Mechanical Engg.*

Year- 2021-22

| Sno.                  | Criteria                                       | Yes/No             | Good     | Satisfactory | Unsatisfactory |
|-----------------------|------------------------------------------------|--------------------|----------|--------------|----------------|
| 1                     | Student attendance maintained by faculty       | <i>Yes</i>         |          |              |                |
| 2                     | Pass Percentage                                |                    | <i>✓</i> |              |                |
| 3                     | Lab Record                                     | <i>Yes</i>         |          |              |                |
| 4                     | Lab Manual                                     | <i>Yes</i>         |          |              |                |
| 5                     | BOS meeting conducted/ Syllabus updated        | <i>Yes</i>         |          |              |                |
| 6                     | Percentage of Syllabus Covered                 |                    | <i>✓</i> |              |                |
| 7                     | Assignments and quiz conducted                 | <i>Yes</i>         |          |              |                |
| 8                     | Expert Lectures                                | <i>No</i>          |          |              |                |
| 9                     | Industrial and field visits                    | <i>Yes</i>         |          |              |                |
| 10                    | New Program introduced in the departments      | <i>NO</i>          |          |              |                |
| 11                    | Any extra classes conducted for students       | <i>Yes</i>         |          |              |                |
| 12                    | Any system to address student issues           | <i>Yes</i>         |          |              |                |
| 13                    | Conferences/Seminars/Workshops organized       | <i>Yes</i>         |          |              |                |
| 14                    | Research articles Published reputed journals   | <i>Yes</i>         |          |              |                |
| 15                    | Patents Published                              | <i>No</i>          |          |              |                |
| 16                    | Student Events conducted                       | <i>Yes</i>         |          |              |                |
| 17                    | Students Placements                            | <i>Yes</i>         |          |              |                |
| 18                    | Use of ICT                                     | <i>No</i>          |          |              |                |
| 19                    | Recommneded NPTEL/MOOCs/Swayam Courses/Videos  | <i>No</i>          |          |              |                |
| 20                    | Gaps in Curriculum                             | <i>No</i>          |          |              |                |
| 21                    | Books Referred                                 | <i>Yes</i>         |          |              |                |
| 22                    | Faculty Participation in Conferences/Workshops | <i>Yes</i>         |          |              |                |
| Signature of Auditors |                                                | <i>[Signature]</i> |          |              |                |

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# DAV University, Jalandhar


## Academic and Administrative Audit

Department- CSA

Year- 2021-22

| Sno.                  | Criteria                                       | Yes/No                                                                               | Good | Satisfactory | Unsatisfactory |
|-----------------------|------------------------------------------------|--------------------------------------------------------------------------------------|------|--------------|----------------|
| 1                     | Student attendance maintained by faculty       | Yes                                                                                  |      |              |                |
| 2                     | Pass Percentage                                |                                                                                      | ✓    |              |                |
| 3                     | Lab Record                                     | Yes                                                                                  |      |              |                |
| 4                     | Lab Manual                                     | Yes                                                                                  |      |              |                |
| 5                     | BOS meeting conducted/ Syllabus updated        | Yes                                                                                  |      |              |                |
| 6                     | Percentage of Syllabus Covered                 |                                                                                      | ✓    |              |                |
| 7                     | Assignments and quiz conducted                 | Yes                                                                                  |      |              |                |
| 8                     | Expert Lectures                                | Yes                                                                                  |      |              |                |
| 9                     | Industrial and field visits                    | Yes                                                                                  |      |              |                |
| 10                    | New Program introduced in the departments      | Yes                                                                                  |      |              |                |
| 11                    | Any extra classes conducted for students       | Yes                                                                                  |      |              |                |
| 12                    | Any system to address student issues           | Yes                                                                                  |      |              |                |
| 13                    | Conferences/Seminars/Workshops organized       | Yes                                                                                  |      |              |                |
| 14                    | Research articles Published reputed journals   | Yes                                                                                  |      |              |                |
| 15                    | Patents Published                              | Yes                                                                                  |      |              |                |
| 16                    | Student Events conducted                       | Yes                                                                                  |      |              |                |
| 17                    | Students Placements                            | Yes                                                                                  |      |              |                |
| 18                    | Use of ICT                                     | Yes                                                                                  |      |              |                |
| 19                    | Recommended NPTEL/MOOCs/Swayam Courses/Videos  | Yes                                                                                  |      |              |                |
| 20                    | Gaps in Curriculum                             | Yes                                                                                  |      |              |                |
| 21                    | Books Referred                                 | Yes                                                                                  |      |              |                |
| 22                    | Faculty Participation in Conferences/Workshops | Yes                                                                                  |      |              |                |
| Signature of Auditors |                                                |  |      |              |                |

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## Academic and Administrative Audit

Department- *CBM&E*

Year- 2021-22

| Sno.                  | Criteria                                       | Yes/No                | Good     | Satisfactory | Unsatisfactory |
|-----------------------|------------------------------------------------|-----------------------|----------|--------------|----------------|
| 1                     | Student attendance maintained by faculty       | <i>Yes</i>            |          |              |                |
| 2                     | Pass Percentage                                | <i>Yes</i>            |          |              |                |
| 3                     | Lab Record                                     | <i>NO</i>             |          |              |                |
| 4                     | Lab Manual                                     | <i>NO</i>             |          |              |                |
| 5                     | BOS meeting conducted/ Syllabus updated        | <i>Yes</i>            |          |              |                |
| 6                     | Percentage of Syllabus Covered                 | <i>Yes</i>            |          |              |                |
| 7                     | Assignments and quiz conducted                 | <i>Yes</i>            |          |              |                |
| 8                     | Expert Lectures                                | <i>Yes</i>            |          |              |                |
| 9                     | Industrial and field visits                    | <i>Yes</i>            |          |              |                |
| 10                    | New Program introduced in the departments      | <i>Yes</i>            |          |              |                |
| 11                    | Any extra classes conducted for students       | <i>Yes</i>            |          |              |                |
| 12                    | Any system to address student issues           | <i>Yes</i>            |          |              |                |
| 13                    | Conferences/Seminars/Workshops organized       |                       |          |              |                |
| 14                    | Research articles Published reputed journals   | <i>Yes</i>            |          |              |                |
| 15                    | Patents Published                              | <i>NO</i>             |          |              |                |
| 16                    | Student Events conducted                       | <i>Yes</i>            |          | <i>✓</i>     |                |
| 17                    | Students Placements                            | <i>Yes</i>            | <i>✓</i> |              |                |
| 18                    | Use of ICT                                     |                       |          |              |                |
| 19                    | Recommended NPTEL/MOOCs/Swayam Courses/Videos  |                       |          |              |                |
| 20                    | Gaps in Curriculum                             |                       |          |              |                |
| 21                    | Books Referred                                 |                       |          |              |                |
| 22                    | Faculty Participation in Conferences/Workshops |                       |          |              |                |
| Signature of Auditors |                                                | <i>Tejinder Kumar</i> |          |              |                |

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DAV University, Jalandhar

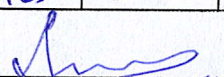


# DAV University, Jalandhar

## Academic and Administrative Audit

Department- *Education*

Year- 2021-22

| Sno.                  | Criteria                                       | Yes/No                                                                               | Good | Satisfactory | Unsatisfactory |
|-----------------------|------------------------------------------------|--------------------------------------------------------------------------------------|------|--------------|----------------|
| 1                     | Student attendance maintained by faculty       | Yes                                                                                  | ✓    |              |                |
| 2                     | Pass Percentage                                | Yes                                                                                  | ✓    |              |                |
| 3                     | Lab Record                                     | Yes                                                                                  | ✓    |              |                |
| 4                     | Lab Manual                                     | Yes                                                                                  | ✓    |              |                |
| 5                     | BOS meeting conducted/ Syllabus updated        | Yes                                                                                  | ✓    |              |                |
| 6                     | Percentage of Syllabus Covered                 | Yes                                                                                  | ✓    |              |                |
| 7                     | Assignments and quiz conducted                 | Yes                                                                                  | ✓    |              |                |
| 8                     | Expert Lectures                                | No                                                                                   |      |              | ✓              |
| 9                     | Industrial and field visits                    | Yes                                                                                  | ✓    |              |                |
| 10                    | New Program introduced in the departments      | No                                                                                   |      | ✓            |                |
| 11                    | Any extra classes conducted for students       | Yes                                                                                  | ✓    |              |                |
| 12                    | Any system to address student issues           | Yes                                                                                  | ✓    |              |                |
| 13                    | Conferences/Seminars/Workshops organized       | Yes                                                                                  | ✓    |              |                |
| 14                    | Research articles Published reputed journals   | Yes                                                                                  | ✓    |              |                |
| 15                    | Patents Published                              | No                                                                                   |      | ✓            |                |
| 16                    | Student Events conducted                       | Yes                                                                                  | ✓    |              |                |
| 17                    | Students Placements                            | Yes                                                                                  |      |              | ✓              |
| 18                    | Use of ICT                                     | Yes                                                                                  | ✓    |              |                |
| 19                    | Recommended NPTEL/MOOCs/Swayam Courses/Videos  | Yes                                                                                  | ✓    |              |                |
| 20                    | Gaps in Curriculum                             | Yes                                                                                  | ✓    |              |                |
| 21                    | Books Referred                                 | Yes                                                                                  | ✓    |              |                |
| 22                    | Faculty Participation in Conferences/Workshops | Yes                                                                                  | ✓    |              |                |
| Signature of Auditors |                                                |  |      |              |                |

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Registrar

DAV University, Jalandhar



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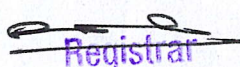
## Academic and Administrative Audit

Department- *Computer Sci. & Tech.*

Year- 2021-22

| Sno. | Criteria                                                   | Yes/No | Good | Satisfactory | Unsatisfactory |
|------|------------------------------------------------------------|--------|------|--------------|----------------|
| 1    | Student attendance maintained by faculty                   | Yes    | ✓    |              |                |
| 2    | Pass Percentage                                            | Yes    | ✓    |              |                |
| 3    | Lab Record                                                 | Yes    | ✓    |              |                |
| 4    | Lab Manual                                                 | Yes    | ✓    |              |                |
| 5    | BOS meeting conducted/ Syllabus updated                    | Yes    | ✓    |              |                |
| 6    | Percentage of Syllabus Covered                             | Yes    | ✓    |              |                |
| 7    | Assignments and quiz conducted                             | Yes    | ✓    |              |                |
| 8    | Expert Lectures                                            | Yes    |      | ✓            |                |
| 9    | Industrial and field visits                                | No     |      |              |                |
| 10   | New Program introduced in the departments                  | No     |      |              |                |
| 11   | Any extra classes conducted for students                   | Yes    |      | ✓            |                |
| 12   | Any system to address student issues                       | Yes    |      | ✓            |                |
| 13   | Conferences/Seminars/Workshops organized                   | No     |      |              |                |
| 14   | Research articles Published reputed journals               | Yes    | ✓    |              |                |
| 15   | Patents Published                                          | No     |      |              |                |
| 16   | Student Events conducted                                   | Yes    | ✓    |              |                |
| 17   | Students Placements                                        | Yes    | ✓    |              |                |
| 18   | Use of ICT                                                 | Yes    | ✓    |              |                |
| 19   | Recommended NPTEL/MOOCs/Swayam Courses/Videos              | Yes    |      | ✓            |                |
| 20   | Gaps in Curriculum                                         | Yes    |      | ✓            |                |
| 21   | Books Referred                                             | Yes    |      |              |                |
| 22   | Faculty Participation in Conferences/Workshops             | Yes    |      | ✓            |                |
|      | <b>Signature of Auditors</b> <i>Keshav</i><br><i>10/30</i> |        |      |              |                |

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**Registrar**  
DAV University, Jalandhar

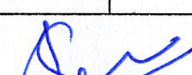


# DAV University, Jalandhar

## Academic and Administrative Audit

Department- *Microbiology*

Year- 2021-22

| Sno.                  | Criteria                                       | Yes/No                                                                               | Good | Satisfactory | Unsatisfactory |
|-----------------------|------------------------------------------------|--------------------------------------------------------------------------------------|------|--------------|----------------|
| 1                     | Student attendance maintained by faculty       | Yes                                                                                  | ✓    |              |                |
| 2                     | Pass Percentage                                | Yes                                                                                  | ✓    |              |                |
| 3                     | Lab Record                                     | Yes                                                                                  | ✓    |              |                |
| 4                     | Lab Manual                                     | Yes                                                                                  | ✓    |              |                |
| 5                     | BOS meeting conducted/ Syllabus updated        | Yes                                                                                  | ✓    |              |                |
| 6                     | Percentage of Syllabus Covered                 | Yes                                                                                  | ✓    |              |                |
| 7                     | Assignments and quiz conducted                 | Yes                                                                                  | ✓    |              |                |
| 8                     | Expert Lectures                                | No                                                                                   | —    |              |                |
| 9                     | Industrial and field visits                    | Yes                                                                                  | ✓    |              |                |
| 10                    | New Program introduced in the departments      | No                                                                                   | —    |              |                |
| 11                    | Any extra classes conducted for students       | Yes                                                                                  | ✓    |              |                |
| 12                    | Any system to address student issues           | Yes                                                                                  | ✓    |              |                |
| 13                    | Conferences/Seminars/Workshops organized       | Yes                                                                                  | ✓    |              |                |
| 14                    | Research articles Published reputed journals   | Yes                                                                                  | ✓    |              |                |
| 15                    | Patents Published                              | No                                                                                   | —    |              |                |
| 16                    | Student Events conducted                       | Yes                                                                                  | ✓    |              |                |
| 17                    | Students Placements                            | Yes                                                                                  | ✓    |              |                |
| 18                    | Use of ICT                                     | Yes                                                                                  | ✓    |              |                |
| 19                    | Recommended NPTEL/MOOCs/Swayam Courses/Videos  | Yes                                                                                  | ✓    |              |                |
| 20                    | Gaps in Curriculum                             | No                                                                                   | —    |              |                |
| 21                    | Books Referred                                 | Yes                                                                                  | ✓    |              |                |
| 22                    | Faculty Participation in Conferences/Workshops | Yes                                                                                  | ✓    |              |                |
| Signature of Auditors |                                                |  |      |              |                |

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# DAV University, Jalandhar

## Academic and Administrative Audit

Department- *Bio-Technology*

Year- 2021-22

| Sno.                  | Criteria                                       | Yes/No     | Good                                | Satisfactory                        | Unsatisfactory |
|-----------------------|------------------------------------------------|------------|-------------------------------------|-------------------------------------|----------------|
| 1                     | Student attendance maintained by faculty       | <i>Yes</i> | <input checked="" type="checkbox"/> |                                     |                |
| 2                     | Pass Percentage                                | <i>yes</i> | <input checked="" type="checkbox"/> |                                     |                |
| 3                     | Lab Record                                     | <i>yes</i> | <input checked="" type="checkbox"/> |                                     |                |
| 4                     | Lab Manual                                     | <i>Yes</i> | <input checked="" type="checkbox"/> |                                     |                |
| 5                     | BOS meeting conducted/ Syllabus updated        | <i>Yes</i> | <input checked="" type="checkbox"/> |                                     |                |
| 6                     | Percentage of Syllabus Covered                 | <i>yes</i> | <input checked="" type="checkbox"/> |                                     |                |
| 7                     | Assignments and quiz conducted                 | <i>yes</i> | <input checked="" type="checkbox"/> |                                     |                |
| 8                     | Expert Lectures                                | <i>yes</i> | <input checked="" type="checkbox"/> |                                     |                |
| 9                     | Industrial and field visits                    | <i>yes</i> | <input checked="" type="checkbox"/> |                                     |                |
| 10                    | New Program introduced in the departments      | <i>No</i>  |                                     |                                     |                |
| 11                    | Any extra classes conducted for students       | <i>yes</i> | <input checked="" type="checkbox"/> |                                     |                |
| 12                    | Any system to address student issues           | <i>yes</i> | <input checked="" type="checkbox"/> |                                     |                |
| 13                    | Conferences/Seminars/Workshops organized       | <i>yes</i> | <input checked="" type="checkbox"/> |                                     |                |
| 14                    | Research articles Published reputed journals   | <i>yes</i> | <input checked="" type="checkbox"/> |                                     |                |
| 15                    | Patents Published                              | <i>No</i>  |                                     |                                     |                |
| 16                    | Student Events conducted                       | <i>yes</i> | <input checked="" type="checkbox"/> |                                     |                |
| 17                    | Students Placements                            | <i>yes</i> | <input checked="" type="checkbox"/> |                                     |                |
| 18                    | Use of ICT                                     | <i>yes</i> |                                     |                                     |                |
| 19                    | Recommended NPTEL/MOOCs/Swayam Courses/Videos  | <i>Yes</i> |                                     | <input checked="" type="checkbox"/> |                |
| 20                    | Gaps in Curriculum                             | <i>yes</i> | <input checked="" type="checkbox"/> |                                     |                |
| 21                    | Books Referred                                 | <i>yes</i> | <input checked="" type="checkbox"/> |                                     |                |
| 22                    | Faculty Participation in Conferences/Workshops | <i>yes</i> | <input checked="" type="checkbox"/> |                                     |                |
| Signature of Auditors |                                                |            |                                     |                                     |                |

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# DAV University, Jalandhar

## Academic and Administrative Audit

Department- *Electrical Engg.*

Year- 2021-22

| Sno.                  | Criteria                                       | Yes/No                                                                               | Good | Satisfactory | Unsatisfactory |
|-----------------------|------------------------------------------------|--------------------------------------------------------------------------------------|------|--------------|----------------|
| 1                     | Student attendance maintained by faculty       | Yes                                                                                  | ✓    |              |                |
| 2                     | Pass Percentage                                | Yes                                                                                  | ✓    |              |                |
| 3                     | Lab Record                                     | Yes                                                                                  | ✓    |              |                |
| 4                     | Lab Manual                                     | Yes                                                                                  |      | ✓            |                |
| 5                     | BOS meeting conducted/ Syllabus updated        | Yes                                                                                  | ✓    |              |                |
| 6                     | Percentage of Syllabus Covered                 | Yes                                                                                  |      |              |                |
| 7                     | Assignments and quiz conducted                 | Yes                                                                                  |      | ✓            |                |
| 8                     | Expert Lectures                                | Yes No                                                                               |      |              |                |
| 9                     | Industrial and field visits                    | Yes                                                                                  | ✓    |              |                |
| 10                    | New Program introduced in the departments      | No                                                                                   |      |              |                |
| 11                    | Any extra classes conducted for students       | Yes                                                                                  | ✓    |              |                |
| 12                    | Any system to address student issues           | Yes                                                                                  | ✓    |              |                |
| 13                    | Conferences/Seminars/Workshops organized       | No                                                                                   |      | ✓            |                |
| 14                    | Research articles Published reputed journals   | Yes                                                                                  | ✓    |              |                |
| 15                    | Patents Published                              | No                                                                                   |      |              |                |
| 16                    | Student Events conducted                       | Yes                                                                                  |      | ✓            |                |
| 17                    | Students Placements                            | Yes                                                                                  |      | ✓            |                |
| 18                    | Use of ICT                                     | Yes                                                                                  |      | ✓            |                |
| 19                    | Recommnded NPTEL/MOOCs/Swayam Courses/Videos   | Yes                                                                                  | ✓    |              |                |
| 20                    | Gaps in Curriculum                             | Yes                                                                                  |      | ✓            |                |
| 21                    | Books Referred                                 | Yes                                                                                  |      | ✓            |                |
| 22                    | Faculty Participation in Conferences/Workshops | Yes                                                                                  |      | ✓            |                |
| Signature of Auditors |                                                |  |      |              |                |

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# DAV University, Jalandhar

## Academic and Administrative Audit

Department- *Chemistry*

Year- 2021-22

| Sno.                  | Criteria                                       | Yes/No                        | Good | Satisfactory | Unsatisfactory |
|-----------------------|------------------------------------------------|-------------------------------|------|--------------|----------------|
| 1                     | Student attendance maintained by faculty       | <i>Yes</i>                    | ✓    |              |                |
| 2                     | Pass Percentage                                | <i>Yes</i>                    | ✓    |              |                |
| 3                     | Lab Record                                     | <i>Yes</i>                    | ✓    |              |                |
| 4                     | Lab Manual                                     | <i>Yes</i>                    | ✓    |              |                |
| 5                     | BOS meeting conducted/ Syllabus updated        | <i>Yes</i>                    | ✓    |              |                |
| 6                     | Percentage of Syllabus Covered                 | <i>Yes</i>                    | ✓    |              |                |
| 7                     | Assignments and quiz conducted                 | <i>Yes</i>                    | ✓    |              |                |
| 8                     | Expert Lectures                                | <i>Yes</i>                    | ✓    |              |                |
| 9                     | Industrial and field visits                    | <i>Yes</i>                    | ✓    |              |                |
| 10                    | New Program introduced in the departments      | <i>Yes</i>                    |      | ✓            |                |
| 11                    | Any extra classes conducted for students       | <i>Yes</i>                    | ✓    |              |                |
| 12                    | Any system to address student issues           | <i>Yes</i>                    | ✓    |              |                |
| 13                    | Conferences/Seminars/Workshops organized       | <i>Yes</i>                    | ✓    |              |                |
| 14                    | Research articles Published reputed journals   | <i>Yes</i>                    | ✓    |              |                |
| 15                    | Patents Published                              |                               |      |              | ✓              |
| 16                    | Student Events conducted                       | <i>Yes</i>                    | ✓    |              |                |
| 17                    | Students Placements                            | <i>Yes</i>                    |      | ✓            |                |
| 18                    | Use of ICT                                     | <i>NO</i>                     |      |              |                |
| 19                    | Recommnded NPTEL/MOOCs/Swayam Courses/Videos   | <i>Yes</i>                    |      |              | ✓              |
| 20                    | Gaps in Curriculum                             | <i>Yes</i>                    |      | ✓            |                |
| 21                    | Books Referred                                 | <i>Yes</i>                    | ✓    |              |                |
| 22                    | Faculty Participation in Conferences/Workshops | <i>Yes</i>                    | ✓    |              |                |
| Signature of Auditors |                                                | <i>Kajhan</i><br><i>70030</i> |      |              |                |

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*[Signature]*  
Registrar  
DAV University, Jalandhar

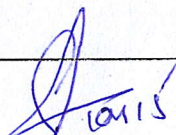


# DAV University, Jalandhar

## Academic and Administrative Audit

Department- **JMC**

Year- 2021-22

| Sno.                  | Criteria                                       | Yes/No                                                                               | Good | Satisfactory | Unsatisfactory |
|-----------------------|------------------------------------------------|--------------------------------------------------------------------------------------|------|--------------|----------------|
| 1                     | Student attendance maintained by faculty       | Yes                                                                                  | ✓    |              |                |
| 2                     | Pass Percentage                                | Yes                                                                                  | ✓    |              |                |
| 3                     | Lab Record                                     | No                                                                                   | ✓    |              |                |
| 4                     | Lab Manual                                     | NO                                                                                   |      |              |                |
| 5                     | BOS meeting conducted/ Syllabus updated        | Yes                                                                                  | ✓    |              |                |
| 6                     | Percentage of Syllabus Covered                 | Yes                                                                                  | ✓    |              |                |
| 7                     | Assignments and quiz conducted                 | Yes                                                                                  | ✓    |              |                |
| 8                     | Expert Lectures                                | Yes                                                                                  | ✓    |              |                |
| 9                     | Industrial and field visits                    | Yes                                                                                  | ✓    |              |                |
| 10                    | New Program introduced in the departments      | No                                                                                   |      |              |                |
| 11                    | Any extra classes conducted for students       | Yes                                                                                  | ✓    |              |                |
| 12                    | Any system to address student issues           | Yes                                                                                  | ✓    |              |                |
| 13                    | Conferences/Seminars/Workshops organized       | Yes                                                                                  | ✓    |              |                |
| 14                    | Research articles Published reputed journals   | NO                                                                                   |      |              |                |
| 15                    | Patents Published                              | NO                                                                                   |      |              |                |
| 16                    | Student Events conducted                       | Yes                                                                                  |      | ✓            |                |
| 17                    | Students Placements                            |                                                                                      |      |              |                |
| 18                    | Use of ICT                                     | Yes                                                                                  | ✓    |              |                |
| 19                    | Recommnded NPTEL/MOOCs/Swayam Courses/Videos   | <del>NO</del><br>Yes                                                                 | ✓    |              |                |
| 20                    | Gaps in Curriculum                             | NO                                                                                   |      |              |                |
| 21                    | Books Referred                                 | NO                                                                                   |      |              |                |
| 22                    | Faculty Participation in Conferences/Workshops | Yes                                                                                  | ✓    |              |                |
| Signature of Auditors |                                                |  |      |              |                |

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DAV University, Jalandhar



**Internal Quality Assurance Cell**  
DAV University, Jalandhar  
Academic and Administrative Audit (2021-22)

**Key Observations:**

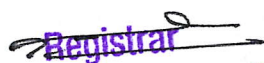
1. The academic and administrative audit was conducted on the basis of twenty-two parameters.
2. It was observed that most of the faculty members have maintained attendance registers and conducted quizzes on time.
3. It was observed that BOS meetings were conducted and syllabi were updated accordingly.
4. It was observed that most of the faculty members were using ICT tools for online classes as well as offline classes.
5. It was observed that most of the departments organized expert lectures.
6. It was found that there is a need to guide the students regarding online MOOC courses.

**Action taken:**

1. The coordinators of the departments were requested to encourage the faculty members to participate in conferences more frequently (Online/Offline mode).
2. The coordinators were requested to guide the faculty members to identify gaps in the curricula.
3. The coordinators were requested to organize more number of expert lectures online/offline mode.
4. As per the observations from the audit, coordinators were requested to guide the students regarding online NPTEL/MOOCs/Swayam courses.



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Registrar

DAV University, Jalandhar