FORMAT FOR

ACADEMIC AND ADMINISTRATIVE AUDIT

Academic Year: 2016-17

01	Name ofthe Department	:					
02	Year of Establishment	:					
03	Programmes Offered	:	UG				
			1				
			2				
			3				
			4				
			5				
			PG				
			1				
			2				
			3				
			4				
			PhD				
			1				
			2				

04	Number of students admittedin programmes offered	:	Programme	Intake	2014-15	2015-16	2016-17
			UG Prog. 1				
			UG Prog. 2				
			UG Prog. 3				
			UG Prog. 4				

			PG Prog. 1				
			PG Prog. 2				
			PG Prog. 3				
			PG Prog. 4				
			PhD Prog. 1				
			PhD Prog. 2				

05	Number of Teachers	:	Category	Male	Female	Total
			Permanent			
			Temporary			
			Guest Faculty			
			Visiting Faculty			

06	Teacher:Student Ratio	:	

07	Number of PhDs awarded during the year	:	

08	Number of recognized research supervisors	:	Main Department	
			Constituent Colleges	
			Research Centre	

09	Number of PhD scholars working at present	:	Main Department	
			Constituent Colleges	
			Research Centre	

10	Other programmes offered by the department	:	Bridge Course	
			Certificate Course	
			Diploma Course	
			Skill Development Course	

11	Number of supporting staff	:	Category	Male	Female	Total
			Regular			
			Technical Staff			
			NGO Staff			
			Class IV			
			Temporary			
			Clerical Staff			
			Class IV			

12	Total no. of research projects (on-going)	:	Numbers	Total Grant Amount	Funding Agencies

13	Total no. of research projects (awarded during the year)	:	Numbers	Total Grant Amount	Funding Agencies

14	Number of books in Department Library	:	
	Number of books added in the year		

15	Number of computers available in Departmental Computer Facility / Laboratory / Office	:	Computer Facility	Classrooms & Laboratories	Office

16	Number of equipment available in the Department	:	S.No.	Equipment —Existing worth > Rs. 1.00 Lakhs	Numbers
			1		
			2		
			3		
			4		
			5		
			6		
			9		
			10		
			11		
			12		
			13		
			14		

S.No.	Equipment - added during the last year	Numbers
1		
2		
3		
4		
5		
6		

17	Pass percentage of Students in last year (details of students passing the course)	:	Course	Male	Female	Total
			UG			
			PG			
			Others			

18	Infrastructure	:	Particulars	Numbers
			Classrooms	
			Teaching Labs / Laboratories	
			Research Laboratories	
			Museum/or any such repository	
			Library	
			Ladies Lounge/Room	

19	Number of Seminars/Conferences/workshops, etc.conducted during the year	:	Particulars	Numbers
			Seminars	
			Conferences	
			Workshops	
			Others(specify _____)	

20	Number of Seminars/Conferences/workshops, etc. attended by the faculty during the year	:	Particulars	Numbers
			Seminars	
			Conferences	
			Workshops	
			Others (specify _____)	

21	Number of Awards/Recognition/ Patents during the year	:	Particulars	Numbers
			Awards	
			Recognition	
			Patents	
			Others (specify _____)	

22	Number of publications during the year	:	Particulars	Numbers
			Papers presented	
			Peer-reviewed papers (International)	
			Peer-reviewed papers (National)	
			Books – Authored	
			Books – Edited	
			Chapters in Edited Books/Volumes	
			Others	

23	H-index of individual faculty (add separate sheet, if necessary)	:	Name of the Faculty	H-index

24	Any best practice followed by the department	:	

25	Issues of concern, if any	:	

26	Commendations by AAA Committee:

27	Recommendation by AAA Committee:
Grade obtained by the Department: _____	
(A= Excellent, B = Good, C = Fair, D = Poor)	

Signature of the Members of the AAA Committee

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____

Signature of the Head of the Department   Signature of the Principal

Signature of the Vice Chancellor