

देवी अहिल्या विश्वविद्यालय, इंदौर
DEVI AHILYA VISHWAVIDYALAYA, INDORE
आंतरिक गुणवत्ता आश्वासन प्रकोष्ठ
Internal Quality Assurance Cell
Format for Internal Academic Audit Phase - I

Department/Centre/School of Studies: in Physical Education

Academic Year: 2015-16 Date(s) of conducting audit: _____

I. CURRICULUM DEVELOPMENT

S No	Parameters	Yes	No	Not Known
1.	Learning objectives are clearly defined and measurable	✓		
2.	Learning objectives are in line with student needs	✓		
3.	Learning objectives are in line with industry needs	✓		
4.	Content development is in line with the learning objectives	✓		
5.	Content revision and updating is done regularly	✓		
6.	Curriculum is flexible enough to incorporate changes	✓		
7.	Choice Based Credit System is followed	✓		
8.	Courses are in line with mission and vision of Department & University	✓		
9.	New Course Started in Last One Year		✓	

II. TEACHING AND LEARNING PROCESS

S No	Parameters	Yes	No	Not Known
1.	Academic calendar is prepared and communicated to the students	✓		
2.	Learning objectives are communicated to the students	✓		
3.	Syllabi and session plan/lecture plan is clearly communicated to the students	✓		
4.	Syllabi is completed as per the session plan/lecture plan	✓		
5.	Adequate amount of teaching material is provided	✓		
6.	Teaching pedagogy is in line with the learning objectives	✓		

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7.	Faculty makes use of ICT in teaching	✓		
8.	Syllabi is completed within the stipulated period of time	✓		
9.	Tutorials/Extra sessions/Remedial classes are conducted as per requirement	✓		
10.	Guest lecturers /workshops are organized on a regular basis	✓		
11.	Innovative teaching methods are adopted by the faculty members	✓		
12.	Teachers also perform the work of mentoring students	✓		

III. EVALUATION PROCESS

S No	Parameters	Yes	No	Not Known
1.	Evaluation criteria and process is clearly defined and communicated to the students	✓		
2.	Transparency in examination is ensured	✓		
3.	Students are communicated the examination schedule well in advance	✓		
4.	Student is assessed on a continuous basis through various instruments	✓		
5.	Transparency in evaluation is ensured	✓		
6.	Grievance handling mechanism exists in the institute/department	✓		

IV. RESEARCH ACTIVITIES

S No	Parameters	Yes	No	Not Known
1.	Funds for research are provided by the institute/department to faculty members		✓	
2.	Research facilities like library, laboratory, databases etc. are made available	✓		
3.	Monetary/non-monetary incentives given to faculty members to promote research culture	✓		
4.	Research cell exists in the institute/department	✓		
5.	Research papers in national referred journals are published by faculty members in last year as per UGC list	✓		

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6.	Research paper in international refereed journals published by faculty members in last year as per UGC list	✓		
7.	Ph.D. awarded to students of faculty members in the last one year	✓		
8.	Faculty members completed their Ph.D. in the last one year	—	—	
9.	Books are published by the faculty members	—	—	
10.	Papers are presented in national conferences by faculty members	✓		
11.	Papers are presented in International conferences by faculty members	✓		
12.	Consultancy projects are undertaken by the faculty members		✓	
13.	Funded projects are taken up by the faculty members		✓	
14.	Award/recognitions are achieved by the faculty members		✓	
15.	Collaborative Research activities are under taken by the department		✓	
16.	Consultancy projects which lead to solution of specific social/business problems		✓	
17.	Patents are taken by faculty members	NA	✓	
18.	Workshops, Seminars conducted by the Dept.			
19.	Workshops, Seminars conducted at International level		✓	
20.	MOU/ Collaboration exists		✓	

V. INFRASTRUCTURE AND LEARNING RESOURCES

S No	Parameters	Yes	No	Not Known
1.	Institution provides necessary facilities for teaching such as class room, furniture etc.	✓		
2.	Washrooms, common rooms are available for boys and girls separately	✓		
3.	Classrooms are ICT enabled	✓		
4.	Computer lab is equipped with state-of-the-art facilities		✓	

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5.	Library is equipped with digital and non- digital learning resources		✓	
6.	Library and computers are continuously upgraded	✓		
7.	Facilities for sports and extracurricular activities are provided	✓		
8.	The Institute/department is equipped with multimedia theatre/auditorium		✓	
9.	Proper maintenance of infrastructure is done from time to time	✓		
10.	Facility of clean drinking water is available	✓		
11.	The institute/department has refreshment centre for students and facilities	NA	—	—
12.	Divyang friendly Infrastructure is available	NA	—	—
13.	Divyang friendly wash room facility is available	NA	—	—

VI. COCURRICULAR ACTIVITIES

S No	Parameters	Yes	No	Not Known
1.	Adequate resources are available for sports, cultural and other activities	✓		
2.	Co-curricular activities are encouraged	✓		
3.	Co-curricular activities are designed to ensure overall development of the Institute/department	✓		

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VII. OTHER ACTIVITIES CONDUCIVE FOR ACADEMIC ENVIRONMENT

SNo	Parameters	Yes	No	Not Known
1.	Departmental Website Exists	✓		
2.	Departmental Website updated regularly	✓		
3.	Suggestion Box is placed in prominent places	✓		
4.	Arrangements have been made to display achievements of the students in academics, sports and extracurricular activities	✓		
5.	Efforts made for Psychological Counselling of the Students	✓		
6.	Heath Report Card of each Student is prepared		✓	
7.	Heath Report Card of each faculty member is prepared		✓	
8.	Heath Report Card of each staff member is prepared		✓	
9.	Faculty welfare activities carried out in last one year		✓	
10.	Faculty motivational activities carried out in last one year		✓	
11.	Non-Teaching Staff welfare activities carried out in last one year		✓	
12.	Non-Teaching Staff motivational activities carried out in last one year		✓	
13.	Formal Alumni Cell Exists	✓		
14.	Activities of Alumni Interaction carried out in last one year			
15.	Activities for the training of Non-Teaching Staff conducted in last one year		✓	
16.	Efforts on Energy Saving made in last one year	✓		
17.	Energy Audit conducted in last one year	✓		
18.	Environment Audit conducted in last one year		✓	
19.	Extension activities carried out in last one year	✓		
20.	Use of Data Capturing System (IQAC) Started	✓		

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VIII. High Lights: Any special thing which the department would like to mention

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