A.1.General Information

DRAFT SURVEY INSTRUMENT FOR INTERNAL ACADEMIC AUDIT
A. INTEGRATING ACADEMIC PROGRAMS, FACULTY DEVELOPMENT & TEACHING QUALITY (Marks :105)

Name of the Department/Centre: Department of Geography & Disaster Management

Address   Naseem Bagh Main Campus, University of Kashmir , Hazratbal

Year of Establishment   1979

Telephone   **STD Code**   **Ext No**

Email   91-194-2415078,   2415405, 2272229,2272230

Web Site (Url)   https://geogrd.uok.edu.in/Main/Default.aspx

Head/Director/ Incharge/ Coordinator   Prof. Pervez Ahmed

Email   geord@kashmiruniversity.ac.in

Details of Internal Audit Committee members of the Department:

Prof. Pervez Ahmed	Chairman
Dr. G.M. Rather	Member
Dr. Javeed Ahmad Rather	Member
Dr.Akthar Alam	Member
Dr. Zahoor Ul Islam	Member
Dr. Shahnawaz Ahmad Baba	Member

A.1.1 Academic Programs/ curriculum design

Sr.No	Program Level	Name of the Program/Course	Duration	Entry Qualification	Sanctioned/approved Student strength	No. of students admitted
1.	Under-Graduate	NA				
2	Post-Graduate	M.A./M.Sc. Geography	2 years	Graduation with Geography as one of the subjects	41	41
3.	Integrated PG Programs	NA				
4.	Ph.D.	Ph.D. in Geography	3 years	M.A./M.Sc. Geography	42	42
5.	PG Diploma	NA				
6.	Skill Development Courses	NA				
7.	Any other	NA				

A.1.1. Academic Programs/ curriculum design

Sr.No	Program Level	Name of the Program/Course	Duration	Entry Qualification	Sanctioned/approved Student strength	No. of students admitted
1.	Under-Graduate	NA				
2	Post-Graduate	M.A./M.Sc. Disaster Management	2 yeras	Graduation in any Discipline	41	41
3.	Integrated PG Programs	NA				
4.	Ph.D.	Ph.D. in Disaster Management	3 years	M.A./MS.c. Disaster Management	6	6
5.	PG Diploma	NA				
6.	Skill Development Courses	NA				
7.	Any other	NA				

A1.1.2 Students admitted to the Department during the last two academic years (05 marks) M.A./M.Sc. Geography

Categories	PG/UG/Diploma/Any other course (Mention total number of students in case multiple courses are being offered by the department)			
	2022		2023	
	M	F	M	F
Scheduled Caste (SC)				
Scheduled Tribe (ST)			2	1
Residents of Backward Areas (RBA)	2	1	2	1
Line of Actual Control (ALC)		1		
Weak & Under Privileged Classes [Social Caste] (WUP)	1			1
Children of Defense Personnel/ State Police Personnel/Children of Ex-Defense & Police Personnel/Children of Paramilitary Forces serving in the State (CDP)		1	1	
Candidates possessing outstanding proficiency in Sports (SPT)				
Differently–abled [not less than 40% disability] (DA)			1	
Economically Weaker Sections (EWS)				
Pahari Speaking People (PSP) CGB				1

Persons from outside the Kashmir Division, but excluding those who have passed qualifying examination from University/Board of Kashmir Division (OSJ)*	1		1	
Persons residing outside India (Foreign Nationals) but excluding those who have passed qualifying examination from Jammu & Kashmir Universities/ Boards (FNO)				
Children of Permanent Employees of the University of Kashmir (Serving/Retired) (SN)		1		
CGB	1			
NCC	1		1	
Self Finance	4	6		6
General/Open Category	14	8	10	15
Total No. of Aspirants (Applicants)	459		382	
Total No. of Students Admitted	42		43	
Percentage of students who passed in the final year	above 95%			

No. of students who passed in first class and above in final year (last year).= 31 · 71% to 100%-05Marks · 51% to 70%-03Marks · 26% to-50%-02Marks · 25% & Below-01Marks		Marks Allotted: 71% to 100%	Marks Obtained: 5	

Students admitted to the Department during the last two academic years (05 marks) M.A./M.Sc. Disaster Management

Categories	PG/UG/Diploma/Any other course (Mention total number of students in case multiple courses are being offered by the department)			
	2023		2024	
	M	F	M	F
Scheduled Caste (SC)				
Scheduled Tribe (ST)	1		1	2
Residents of Backward Areas (RBA)	1	3	1	1
Line of Actual Control (ALC)			1	
Weak & Under Privileged Classes [Social Caste] (WUP)	1			
Children of Defense Personnel/ State Police Personnel/Children of Ex-Defense & Police Personnel/Children of Paramilitary Forces serving in the State (CDP)				
Candidates possessing outstanding proficiency in Sports (SPT)				

Differently–abled [not less than 40% disability] (DA)				1
Economically Weaker Sections (EWS)		1		1
Pahari Speaking People (PSP)	1			1
Persons from outside the Kashmir Division, but excluding those who have passed qualifying examination from University/Board of Kashmir Division (OSJ)*	1			
Persons residing outside India (Foreign Nationals) but excluding those who have passed qualifying examination from Jammu & Kashmir Universities/ Boards (FNO)				
Children of Permanent Employees of the University of Kashmir (Serving/Retired) (SN)		1		
NCC	1			
Self Finance	4	5	3	7
General/Open Category	12	11	11	12
Total No. of Aspirants (Applicants)	426		361	
Total No. of Students Admitted	43		42	
Percentage of students who passed in the final year	above 95%			

		Marks Allotted: 71% to 100%	Marks Obtained:5	
No. of students who passed in first class and above in final year (last year).28 · **71% to 100%-05Marks** · **51% to 70%-03Marks** · **26% to-50%-02Marks** · **25% & Below-01Marks**				

A.1.3 Alignment of the curriculum with industry needs and societal demands (15 Marks)

S.No.	Criteria	MA	OB (Compliance Level)	MO	RE (if any)
1.	Curriculum adequately reflects changes in industry/ society, technologies or regulations. Is the curriculum accurate, and aligned with industry needs, standards and best practices?Marks (0-5)	5	5	5	
2	Development of transferable skills that are valued across multiple fields, such as critical thinking, creativity, adaptability, Communication skills, and digital literacy. Marks (0-5)	5	5	5	
3.	Rate the multidisciplinary courses (GE/OE) offered by your Department. · 5 or more courses – 05 Marks · <5 courses – 01 Mark for each course; No courses – 0 Marks	5	5 or more courses	5	

(Note : MA =Marks Allotted; OB = Observation (compliance level); MO = Marks Obtained; RE=Remarks)

A.1.4 Student Enrollment in the Department during the current academic year (Geography)

Type of students	UG	PG	Ph.D.	Total
Students from the UT of Jammu and Kashmir		43		
Students from other states and Union Territories of India				
NRI/Foreign students				
Total		43		

A.1.4 Student Enrollment in the Department during the current academic year (Disaster Management)

Type of students	UG	PG	Ph.D.	Total
Students from the UT of Jammu and Kashmir		40		
Students from other states and Union Territories of India		2		
NRI/Foreign students				
Total		42		

A.1.5 . Curriculum Design/ review & updation (40 Marks)

S.No.	Criteria	MA	OB (Compliance Level)	MO	RE
1.	Whether the curriculum is up-to-date, and aligned with current standards and best practices in the field · Marks (0-10)	10	10	10	
2.	Involvement of relevant stakeholders in the review and updation process· Marks (0-10)	10	10	10	
3.	No. of Pre-Board of Studies meetings held since the last Board of Studies to review the curriculum ● 1 meeting – 3 Marks ● 2 meetings – 6 Marks ● 3 meetings – 10 Marks	10	3-meetings	10	
4.	Review process (As per statutes) · Every 3 years Marks 10 · Every 4 years Marks 6 · Every 5 years Marks 1 · Every 6 years Marks 0	10	every 3 years	10	

(Note : MA =Marks Allotted; OB = Observation; MO= Marks Obtained; RE=Remarks)

A.2 Faculty & Teaching (55 Marks)
2.1: Number of Full-time Faculty Members (20 Marks)

S.No.	Criteria	MA	OB (Compliance Level)	MO	RE
1	No.of required Teaching Faculty– A. 100% Regular/ Substantive Appointment-15Marks B. 76% to 99% Regular/ Substantive Appointment -10 Marks C. 51% to 75% Regular/ Substantive Appointment -05 Marks D. Below 50% Regular/ Substantive Appointment -02 Marks	15	C	5	
2	Subject expert faculty: Faculties possess deep expertise and experience in their respective fields/ subjects/ research offered by the department · (0 - 5Marks)	5	5	5	

S. No.	Name of Faculty Member	Male/Female	Designation	Qualification	Specialization	Permanent/ Contractual
1	Prof. M. Sultan Bhat	Male	Professor	Ph.D.	Envrinmental Geography and Urban Geography	Permanent
2	Prof. Shamim Ahmad Shah	Male	Professor	Ph.D.	Tourism Geography	Permanent
3	Prof. Pervez Ahmed	Male	Professor	Ph.D.	Glaciology	Permanent
4	Dr. G. M. Rather	Male	Associate Professor	Ph.D.	Medical Geography	Permanent
5	Dr. Javeed Ahmad Rather	Male	Assistant Professor	Ph.D.	Social Geography	Permanent
6	Dr. Mohd Shafi Bhat	Male	Assistant Professor	Ph.D.	Climatology	Permanent
7	Dr. Akhtar Alam	Male	Professor	Ph.D.	Applied Geomorphology	Permanent
8	Dr. Farooq Ahmad Dar	Male	Assistant	Ph.D.	Hydrogeology	Permanent

			Professor			
9	Dr. Zahoor Ul Islam	Male	Lecturer	Ph.D.	Environmental Geology	Contractual
10	Dr. Shanawaz Ahmad Baba	Male	Lecturer	Ph.D.	Environment and Health Geography	Contractual
11	Dr. Hakim Farooq Ahmad Shah	Male	Lecturer	Ph.D.	Hydrology	Contractual
12	Dr. Imran Khan	Male	Lecturer	Ph.D.	Remote Sensing and GIS	Contractual
13	Dr. Mohd Waseem Naikoo	Male	Lecturer	Ph.D.	Urban and Economic Development	Contractual
14	Dr. Atiqullah Malik	Male	Lecturer	Ph.D.	Agriculture Economics	Contractual

A.2.1.1 Student-faculty Ratio (10 Marks)

S.No.	Criteria	MA	OB (Compliance Level)	MO	RE
1	Teacher/ Student ratio: · 1:25– 10 Marks · 1:26 to 50 – 07 Marks · 1:51 to 60 – 03 Marks · 1:61 and above – 0 Marks	10	01:12	10	

(Note : MA =Marks Allotted; OB = Observation; MO= Marks Obtained; RE=Remarks)

A.2.2 Teaching learning resources (Lecture-based, Practical, Project-based, etc.).20 Marks

S.No	Criteria	MA	OB (Compliance Level)	MO	RE
1.	Adequate well furnished classrooms as per Regulatory body norms. Required No.:--4-- Available No. : --2---- · Adequate – 10 Marks · Inadequate-05 Marks (01 Mark for every 10% compliance with regulatory body norms)	10	Inadequate	5	
2.	Smart Classroom availability and utilization. · Yes- 05 Marks · No-0 Marks	5	Yes	5	
3.	Number of classrooms with ICT facilities. · Above 50% facilities-05 Marks · 25% to 50% facilities-03 Marks · 10% to 25% facilities- 02 Marks	5	Above 50% facilities	5	

(Note : MA =Marks Allotted; OB = Observation; MO= Marks Obtained; RE=Remarks)

A.2.3 Student Support Services (5 Marks)

S.No.	Criteria	MA	OB (Compliance Level)	MO	RE
1.	*Student Support Services: a. Academic Counseling b. Mental health services c. Tutoring/ academic assistance programs for slow learners. d. career counselling and job placement services e. Disability support services f. Financial aid and scholarship assistance g. Sports and physical education h. Transport and hostel, i. health care/first-aid services j. canteen facility [0.5 Mark may be allotted for each of the activities mentioned above]	5	4	4	

*Note: The internal academic audit committee may seek responses from all the teachers and may according form an opinion for marks to be assigned)

A.3 Faculty Development Programs and Initiatives(15 Marks)

S.No.	Criteria	MA	OB (Compliance Level)	MO	RE
1	Percentage of teachers deputed/sponsored for the improvement of academic qualification during the last 2 years. · 51 to 100%- 5 marks · 26 to 50%- 3 marks · 10 to 25% - 2 marks	5	26 to 50%	3	
2	Targeted Workshops and Training: Workshops, seminars, Conferences and training sessions organized by the department during the last 2 years, focused on topics such as pedagogy, instructional design, assessment techniques, technology integration, and Diversity, Equity, and Inclusion (DEI) in education. (01 Mark for each event organized)	5	5	5	
3	Extent to which feedback received by faculty members is used to improve their performance by departmental management. (0-5 Marks) · 51 to 100%- 5 marks · 26 to 50%- 3 marks · 10 to 25% - 2 marks	5	51 to 100%	5	
1.	How often do you think teachers should receive feedback on their performance? (e.g., after each class, at the end of each semester)		at the end of each semester		
2.	Any suggestions for improving the feedback mechanism for faculty .				

**(Note: The internal audit committee may seek responses from all the teachers and may accordingly form an opinion for marks to be assigned)*

Summary of Total Marks:

Integrating Academic Programs, Faculty Development & Teaching Quality

	Marks Obtained by the Department
A.1 = 60	60
A.2 = 55	39
A.3 = 15	13
Total Marks =130	**112**

SURVEY INSTRUMENT FOR INTERNAL ACADEMIC AUDIT

B. CULTIVATING RESEARCH, SUPPORTIVE GUIDANCE, & ENRICHED LEARNING ENVIRONMENT(Marks :200)

B.1: Research and Innovation (145 Marks)

B.1.1: Research Output (Publications, Patents, Projects, etc.) (130 to 140 Marks)

(Note : MA =Marks Allotted; OB = Observation; MO= Marks Obtained; RE=Remarks)

.No.	Criteria	MA	OB	MO	RE
1	**Research Publications:** **Publications since last 2 years** **0 – 0 Marks** · **1-5 -02 Marks** · **6-10 -03 Marks** · **11-20 -04 Marks** · **20+ -06 Marks**	15	15	15	
2	**Citation Metrics:** **Average Number of Citations received per faculty member for all your publications over the last 2 years (April 2022 to March 2024)** **Av. No. of Citations for Science and Tech. streams: > 100 (5 marks); 75-99 (4 Marks); 50-74 (3 Marks); 25-49 (2 marks); 01 - 24 (1 mark); 0 (0 marks)** **Av. No. of Citations for Social Sc., languages and other streams – >50 (5 Marks); 40-49 (4 marks); 30-39 (3 marks); 20-29 (2 marks); 01-19 (1 mark); 0 (0 marks)**	5	Av. No. of Citations for Science and Tech. streams: > 100	5	
3	**Have you collaborated with other researchers or institutions from outside University on research projects?** · **Yes -05 Marks** · **No –0 Marks**	5	yes	5	

4	**Patents and Intellectual Property Rights:** **Have you been involved in any research projects or innovation that resulted in grant of patents or any other intellectual property right? (In case of Science and Technology departments only)** · **Yes -10 Marks** · **No –0 Marks**	10*	No	0	
5	***Percentage of students progressing to higher education (from previous graduating batch)** A. **(A) UG to PG** B. **(B) PG to Ph.D.** C. **(C) Ph.D. to Post-doctoral Studies** *(Note: The audit committee shall calculate the percentage of students progressing to next higher category in each level i.e., A, B, C and average out the aggregate percentage and assign marks as per following stratification): · 61 to 100% - 05 Marks · 41 to 60% - 04 Marks · 21 to 40% - 03 Marks · 20% & Less- 02 Marks	5	20% & Less- 02 Marks	2	
6	*Percentage of students qualifying in state/national/ international level examinations during the year (e.g., NET/SLET/GATE/GPAT/GMAT/UGAT/CAT/GRE/TOEFL/Civil Services/State government examinations)* · *More than 2% of appeared students- 10 Marks* · *1% to 2% of appeared students-05 Marks* · *Less than 1% of appeared students- 02 Marks*	10	More than 2% of appeared students	10	

7	Percentage of placements of outgoing students during the last 2 years (April 2022 to March 2024) · 25 to 100%-10 Marks · 15 to 24%-7 Marks · 1 to 14%-5 Marks		10	1 to 14%-5 Marks	5	
8	Number of research papers published in the indexed Journals (UGC care /scopus /web of science) during the last 2 years (April 2022 to March 2024) (ISSN Only) · Per teacher 5 or more Papers- 20 Marks · Per teacher 4 Papers- 16 Marks · Per teacher 3 Papers- 12 Marks · Per teacher 2 papers – 8 marks · Per teacher 1 paper – 4 marks · Per teacher less than 1 Paper (joint/co- authorship with other authors)-2 Marks		20	Per teacher 5 or more Papers	20	
9	Books and book chapters in edited volumes / books published, and papers in national / international conference-proceedings during the last 2 years (April 2022 to March 2024) (ISBN / ISSN Only) • Number of conference papers Published in past 2 Years • Number of Books Published in past 2 years • Chapters in books Published during last 2 Years (1 Mark for each of above, Max.- 5 Marks)		5	Chapters in books Published during last 2 Years	5	
10	No. of faculty members who presented papers in symposia/workshops/conferences/seminars during the last 2 years. · (1 Mark per Paper, Max.- 5 Marks)	5	5		5	

11	No. of permanent faculty members who contributed as resource persons/invited speakers/session chair at FIP/symposia/workshops/conferences/seminars during the last 2 years. (1 Mark per Resource Person/session, Max. - 5 Marks)	5	5	5	
12	No. of Scholars who completed Ph.D. under the guidance of faculty Members in the department during the last 3 years (April 2021 to March 2024) · (2 Marks per Student, Max. -10 Marks)	10	more than 5	10	
13	No. of Major/Minor Research Projects undertaken by the faculty · (5 Marks per major project and 2.5 marks per minor project, Max. -20 Marks)• As per guidelines of UGC/ICSSR	20	more than 3 major projects and more than 3 minor projects	20	
14	Number of awards, honours and recognitions received by the faculty from Government/recognized bodies/professional bodies and Associations during the last 2 years (April 2022 to March 2024). (1 Mark per Award/Honour/Recognition) Max. - 5 Marks	5	NA	0	
15	JRF/ SRF/Postdoctoral fellowships/ Inspire Scholarships received by the Department during the last 2 years (April 2022 to March 2024). · (1 Mark for each Fellowship/Scholarship received) Max. - 5 Marks	5	more than 5	5	

| 16 | Percentage of students benefitted by Vocational Education and Training (VET)/Skill development/industrial training/internship/apprenticeship during the last one year 2023-2024.
 ·   51 to 100%- 05 Marks
 ·   26 to 50%- 03 Marks
 ·   Less than 25 %- 02 Marks | 5 | Less than 25 % | 2 | |

*For Science and Technology Departments only

(Note : MA =Marks Allotted; OB = Observation; MO= Marks Obtained; RE=Remarks)

B.1.2Collaboration with Industry and Research Institutions (05 Marks)

S.No.	Criteria	MA	OB	MO	RE
1.	Current Collaboration Experience: Collaboration with industry or research institutions in the past · Yes- 05 Marks · No- 0 Marks The nature of your collaboration (e.g., joint research projects, MOUs, industry partnerships, consultation services).	05	Yes	5	

(Note : MA =Marks Allotted; OB = Observation; MO= Marks Obtained; RE=Remarks)

B.2: Counselling and Guidance Services (50 Marks)

B.2.1: Career Development Programs (05 Marks)

S.No.	Criteria	MA	OB	MO	RE
1	Which of the following career development programmes have been offered by the department ·Career counseling and guidance ·Resume writing workshops ·Mock interviews and interview preparation ·Job search strategies and networking events ·Internship programs ·Career fairs and employer presentations ·Professional development workshops (e.g., leadership skills, communication skills) ·Other (please specify) At least 2 programs : 05 Marks Less than 2 : 3 Marks No programme : 0	5	At least 2 programs	5	

(Note : MA =Marks Allotted; OB = Observation; MO= Marks Obtained; RE=Remarks)

B.2.2 Accessibility and Effectiveness of Library Services (30 Marks)

S.No.	Criteria	MA	OB	MO	RE
1	**Books in the library (Students:Books)** o Reference/Text Books · 1: 5 – 5 Marks · 1: 3 – 3 Marks · Less than 1:3 - 1 Mark **(For Professional Courses, as mandated by the apex/regulatory bodies)**	5	greater than 1:5	5	
2	**WiFi facility for students**	5	5	5	
3	**Computer to student ratio** 1:5 – 5 Marks 1:10 - 3 Marks >1:10 - 0 Marks	5	01:05	5	
4	**Is Library system automated** · **Fully automated -05 Marks** · **Partially automated–03 Marks . Not automated - 0 Marks**	5	Partially automated	3	
5	**Common Room for female students and scholars** · Yes – 5 · No – 0	5	yes	5	

S.No.	Criteria	MA	OB	MO	RE
6	Budget allocated for purchase of books and journals during the year 2023-2024 · 2% or more than 2% of total budget excluding salary-05 Marks · Up to 2% of total budget excluding salary-01 Marks	5	2% or more than 2% of total budget excluding salary	5	

B.2.3 Support for Extra-curricular Activities and Student Organizations (15 Marks)

S.No.	Criteria	MA	OB	MO	RE
1	Sufficient sporting gear and equipments available for students · Yes-(05 Marks) · No-(0 Marks)	5	yes	5	
2	Participation of students in sports/ debates/ symposia/art/cultural/other extra curricular activities · Yes Participating – 5 · Not participating - 0	5	Yes Participating	5	

| 3 | Availability of and access to funds for extra curricular activities
·   Adequate (81-100 %) - 05 Marks
·   Less than Adequate (50-80%)-   03 Marks
·   Not Adequate (49%or less)   00 Marks
(Note : The adequacy or other wise shall be decided by the audit committee as per the proportion or percentage of the availability of required funds) | 5 | yes | | 5 | |

B.3: Laboratory and Classroom Facilities (20 Marks)

Laboratories and Equipments Available (20 Marks)

S.No.	Criteria	MA	OB	MO	RE
1	Laboratories: No.and size of Laboratories as per Regulatory/Apex body norms Required No: Available No: · Adequate (81-100%) - 05 Marks · Less than Adequate (50-80%) - 03 Marks · Not Adequate (49% or less) 0 Marks –	5	Less than Adequate	3	
2.	Are the laboratory equipments and resources sufficient to meet the needs of students and faculty (as per regulatory/apex body norms)? · Adequate (81-100 %) - 05 Marks · Less than Adequate (50-80%) - 03 Marks · Not Adequate (49% or less) 0 Marks –	5	Adequate	5	

3.	How would you rate the overall quality of laboratory facilities in terms of cleanliness, organization/ maintenance, and safety? · **Excellent – 05 Marks** · **Good – 03 Marks** · **Poor – 00 Marks**	5	Good	**3**	
4.	Availability of adequate technical staff in the Laboratories as per regulatory body/Apex body norms: Required No:4 Available No:0 · **Adequate- 05 Marks (80 to 100 %)** · **Less than Adequate- 03 Marks (50 to 79%)** · **Not Adequate – 0 Marks (less than 50%)**	5	Not Adequate	**0**	

Note: Laboratory facilities include Scientific equipment, Science labs, Art labs, Practical equipment, Computer labs, studios, workshops, or specialized equipment for activities like visual arts, performing arts, or textual analysis.museums

Summary of Total Marks

"CULTIVATING RESEARCH, SUPPORTIVE GUIDANCE, & ENRICHED LEARNING ENVIRONMENT

Marks break up :	**B.1 = 130 or 140 in case of Science & Technology**	119
	B.2= 50;	48
	B.3 = 20	11
	Total Marks =200 or 210 in case of Science & Technology	**178**

SURVEY INSTRUMENT FOR INTERNAL ACADEMIC AUDIT

C:ENHANCING GOVERNANCE, ENSURING COMPLIANCE, VALUING STAKEHOLDER FEEDBACK

C.1: Governance and Administration (30 Marks)

C.1.1: Decision-making Processes (10 Marks)

No.	Criteria	MA	OB	MO	RE
1.	***Are DRC/DC members involved in decision-making processes within the department and/or area of responsibility?** *(Note: The internal academic audit committee may seek responses from all the teachers and shall according form an opinion for marks to be assigned) · **Actively involved – 05 Marks** · **Consulted for input – 03 Marks** · **Not involved – 00 Marks**	5	**Actively involved**	5	
2.	**Involvement of students, research scholars, and Alumni in the decision-making process** · **Adequate- 05 Marks** · **Not Adequate-0 Marks**	5	**Adequate**	5	

(Note : MA =Marks Allotted; OB = Observation; MO= Marks Obtained; RE=Remarks)

C.1.2 Financial Management and Transparency (10 Marks)

.No.	Criteria	MA	OB	MO	RE
1.	Do you believe that the financial resources/funds that are allocated and left at the disposal of Head/department/departmental committee are spent and utilized effectively. • Excellent – 05 Marks • Good – 04 Marks • Fair – 03 Marks • Poor – 02 Marks • Very poor – 01 Marks	5	Excellent	5	
2.	Are there adequate mechanisms in place to ensure accountability and appropriateness of financial management practices vis-a-vis financial codal procedures and applicable norms and rules? • Yes - 05 Marks • Not sure – 02 Marks • No - 00 Marks	5	Yes	5	

(Note : MA =Marks Allotted; OB = Observation; MO= Marks Obtained; RE=Remarks)

C.1.3 Measures for Academic Integrity and Ethical Practices (10 Marks)

No.	Criteria	MA	OB	MO	RE
1.	Are you familiar with the academic integrity policies and procedures (Plagiarism prevention policy, Financial codes, Procurement and purchase rules) at your institution? · Very clear and accessible – 05 Marks · Clear but could be more accessible – 04 Marks · Somewhat clear – 03 Marks · Unclear and difficult to access – 02 Marks	5	Very clear and accessible	5	
2	How confident are you about the mechanisms for detecting and reporting instances of academic dishonesty or ethical misconduct? · Very confident – 05 Marks · Somewhat confident – 04 Marks · Neutral – 03 Marks · Not very confident – 02 Marks · Not confident at all – 01 Marks	5	Very confident	5	

(Note : MA =Marks Allotted; OB = Observation; MO= Marks Obtained; RE=Remarks)

C.2 Accreditation and Compliance (10 Marks)

C.2.1: Previous Audit/Accreditation Results (if applicable) (10 Marks)

.No.	Criteria	MA	OB	MO	RE
.	*1-To what extent do you believe your department has complied with the recommendations of the phase of accreditation/audit? 1*(Note: The internal audit committee shall match the previous accreditation/audit remarks with the action taken by the department along with documentary evidence to that effect for evaluation) • Fully complied – 05 Marks • Partially complied – 03 Marks • Not complied at all – 0 Marks	5	Fully complied	5	
.	*Describe the overall outcome of the previous accreditation/audit process. *(Note: The internal audit committee shall match the previous accreditation/audit committee remarks with the action taken by the department along with documentary evidence to that effect for evaluation) • Positive • Neutral • Negative		Positive	Positive	
.	Are NAAC/NIRF findings/observations being communicated to the department? • Yes…… • No………	5	yes	yes	
.	Compliance with observations and gaps identified in the last NAAC/Audit report: • Fully complied – 05 Marks • Partially compiled – 03 Marks • Not complied at all – 00 Marks	5	Fully complied	5	

(Note : MA =Marks Allotted; OB = Observation; MO= Marks Obtained; RE=Remarks)

C.3 Stakeholder Feedback (20 Marks)

C.3.1:Student Satisfaction Surveys (20 Marks)

S.No.	Criteria	MA	OB	MO	RE
1	*Satisfaction level of students with regard to : Sanctity and secrecy of examination cum result related procedures: • Scope of students' voice, in case they are not satisfied with evaluation (rechecking, cross check, re-evaluation) • Time taken for evaluation and declaration of results • Overall justice in evaluation • Involvement of project reports/practicals, internships in examiation	5	5	5	
2	*Overall experience as a student in the Department: • Highly satisfied – 5 Marks • Satisfied – 4 Marks • Neutral – 3 Marks • Dissatisfied – 0 Marks	5	Highly satisfied	5	
3	*Rate the quality of teaching students have received: • Excellent – 5 Marks • Good – 4 Marks • Fair – 3 Marks • Poor – 2 Marks	5	Excellent	5	

4	*What factors contribute most to your overall satisfaction as a student? (Check all that apply): o Quality of teaching o Course offerings and curriculum o Academic support services (e.g., tutoring, advising) o Campus facilities and resources o Extracurricular activities and student life o Administrative support (e.g., registration, financial aid) o Other (please specify): *(Note:As an option, the academic audit committee shall select group of students from all possible categories to measure these variables based on responses to questions and calculate the responses into percentages using likert scale and the percentages be aggregated and averaged out. The averaged percentage shall be interpreted as per following. • 51 to 100% - 05 Marks • 26 to 50% - 03 Marks • 1% to 25 % - 02 Marks	5	51 to 100%	5	

(Note:The internal audit committee of the department shall seek inputs from the students, frame an opinion about the above and assign marks)

Alumni Feedback on Education Quality and Employability (10 Marks)

S. No.	Criteria	MA	OB	MO	RE
1.	*How relevant were the skills and knowledge you acquired during your studies to your current job or career? · Highly relevant – 5 Marks · Relevant – 4 Marks · Somewhat relevant – 3 Marks · Not relevant – 2 Marks · Not applicable – 1 Marks	5	Highly relevant	5	
2.	*Which aspects of your education do you feel were particularly strong? *(Note: The internal audit committee of the department shall calculate the responses of the pass out students vis-a-vis these variables and convert the same into percentages by using Likert scale. Thereafter, they shall calculate the average percentage and assign marks as shown below:) o Quality of instruction o Relevance of curriculum to real-world applications o Opportunities for hands-on learning (e.g., internships, research projects) o Access to resources (e.g., libraries, laboratories) o Support from faculty and staff o Networking opportunities o Other (please specify): • 51 to 100% - 05 Marks • 26 to 50% - 03 Marks • 1 to 25 % - 02 Marks	5	51 to 100%	5	

(Note:The internal audit committee of the department shall seek inputs from the alumni, frame an opinion about the above and assign marks)

Summary of total marks for "ENHANCING GOVERNANCE, ENSURING COMPLIANCE, VALUING STAKEHOLDER FEEDBACK"

<div align="center">

C.1 = 30

C.2 = 10

C.3 = 30

Total Marks =70

</div>

Total Marks obtained by the department upon self-assessment by the Internal Audit Committee:

	Marks allotted	Marks obtained
Component A =	130	112
Component B =	210	178
Component C=	70	70
TOTAL =	410	**360**

Signatures of Internal Audit Committee Members
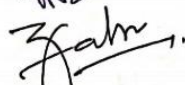
Prof. Pervez Ahmed	(Chairman)	
Dr. G.M. Rather	Member	
Dr. Javeed Ahmad Rather	Member	
Dr. Akhtar Alam	Member	
Dr. Zahoor Ul Islam	Member	
Dr. Shanawaz Ahmad Baba	Member	

04/07/24

Prof. Pervez Ahmed
Head of the Department