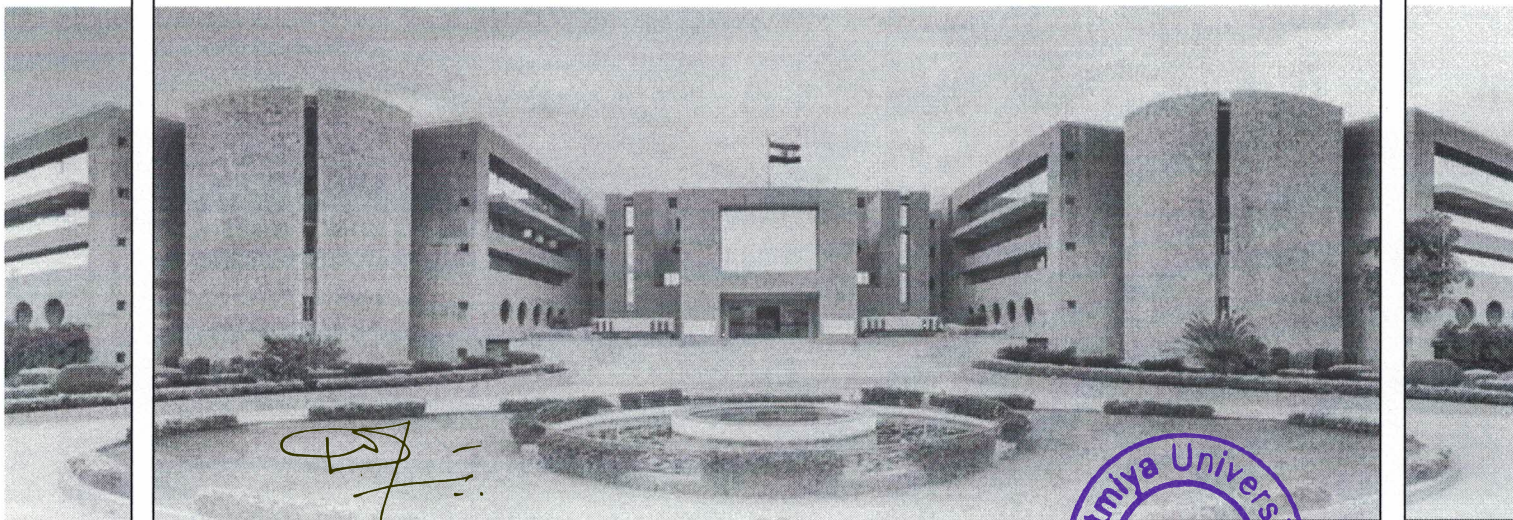




**Action Taken Report for
Academic & Administrative Audit (AAA)**




**Registrar
Atmiya University
Rajkot**





ATMIYA UNIVERSITY

(Established under the Gujarat Private University Act 11, 2018)

Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

Academic Year 2021-22 (Even Semester)

Registrar
Atmiya University
Rajkot





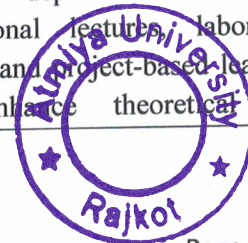
Action Taken Report based on remarks by the Auditors

Academic Year: 2021-22 (Even)

Sr.	Department	Remarks by Auditors	Action Taken
1	Science & Humanities	<ul style="list-style-type: none"> The curriculum is in line with university requirements and is regularly updated to reflect application based study 	<ul style="list-style-type: none"> The curriculum is regularly reviewed and updated to incorporate application-based learning, ensuring alignment with university requirements.
		<ul style="list-style-type: none"> Student feedback indicates a positive perception of the department's academic offerings, with particular praise for the clarity of lectures and the availability of faculty 	<ul style="list-style-type: none"> Regular feedback sessions are conducted to sustain teaching quality, and faculty availability is ensured through scheduled office hours and mentorship programs.
		<ul style="list-style-type: none"> Organize periodic FDPs to strengthen pedagogical and technical requirements 	<ul style="list-style-type: none"> Department will plan FDP to strengthen pedagogical and technical requirements and also depute faculty members in related FDPs.
2	Civil Engineering	<ul style="list-style-type: none"> The maintenance of documents is carried out on a regular basis 	<ul style="list-style-type: none"> A systematic schedule for document audit has been implemented, to ensure accuracy and compliance.
		<ul style="list-style-type: none"> Parents' communication logs are regularly updated and well-maintained 	<ul style="list-style-type: none"> A structured system is in place to update and maintain parents' communication logs regularly, ensuring effective and transparent communication.
		<ul style="list-style-type: none"> Remedial Coaching Document is maintained as per university format 	<ul style="list-style-type: none"> Remedial coaching documents are systematically maintained and reviewed periodically to adhere to the university's prescribed format.
3	Computer Engineering	<ul style="list-style-type: none"> Establish periodic faculty workshops to improve instructional approaches and technical skills 	<ul style="list-style-type: none"> Periodic faculty workshops are organized to enhance instructional strategies and technical skills, which leads to continuous professional development.
4	Electrical Engineering	<ul style="list-style-type: none"> The department employs a mix of traditional lectures, laboratory work and project-based learning 	<ul style="list-style-type: none"> The department employs traditional lectures, laboratory work, and project-based learning to enhance theoretical and

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Rajkot





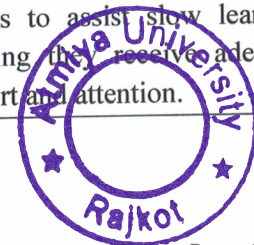
ATMIYA UNIVERSITY

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Sr.	Department	Remarks by Auditors	Action Taken
			practical understanding.
		<ul style="list-style-type: none"> The feedback indicates that most students are satisfied with the quality of instruction and the clarity of course materials 	<ul style="list-style-type: none"> Feedback reveals that most students are satisfied with the quality of instruction and the clarity of course materials, ensuring effective learning outcomes.
5	Information Technology	<ul style="list-style-type: none"> Provided additional support such as extra tutorials, mentoring programs for students struggling with advanced courses 	<ul style="list-style-type: none"> The department provided additional support, including extra tutorials and mentoring programs, for students struggling with advanced courses to improve their performance.
		<ul style="list-style-type: none"> Records of communication with students' parents are thoroughly documented and kept. 	<ul style="list-style-type: none"> The department ensures that records of communication with students' parents are thoroughly documented and properly maintained.
6	Mechanical Engineering	<ul style="list-style-type: none"> Student performance is good with most students meeting the expected academic standards. 	<ul style="list-style-type: none"> The department reported good student performance which meets the expected academic standards.
7	Pharmacy	<ul style="list-style-type: none"> Suggested to conduct more and more industry based workshops. 	<ul style="list-style-type: none"> Department will plan to conduct more industry based workshops & knowledge sharing from Industry personnel.
		<ul style="list-style-type: none"> Effective use of innovative teaching methods like flipped classrooms, project-based learning and experiential learning 	<ul style="list-style-type: none"> Department will use effective teaching- learning methods.
		<ul style="list-style-type: none"> The department is exhibiting dynamic and effective performance 	<ul style="list-style-type: none"> The department is demonstrating dynamic and effective performance through continuous improvement and achievement of key goals.
8	Commerce	<ul style="list-style-type: none"> Offered additional classes to support slow learners. 	<ul style="list-style-type: none"> The department provided extra classes to assist slow learners, ensuring they receive adequate support and attention.

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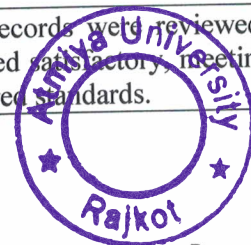
ATMIYA UNIVERSITY

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Sr.	Department	Remarks by Auditors	Action Taken
		<ul style="list-style-type: none">The documents were audited and found to be meticulously maintained	<ul style="list-style-type: none">The documents were audited and confirmed to be meticulously maintained, ensuring accuracy and compliance.
9	Management	<ul style="list-style-type: none">Systematically managed all critical documentation to ensure completeness and accuracyInclude skill-based and interdisciplinary courses to improve employability and encourage innovation.Teaching sessions conducted for remedial coaching were properly recorded.	<ul style="list-style-type: none">All critical documentation was systematically managed to ensure completeness and accuracy.Department will add related courses in next curriculum revision.Teaching sessions for remedial coaching were systematically recorded and documented for future reference and analysis.
10	Biotechnology	<ul style="list-style-type: none">The auditor reported no discrepancies or concerns	<ul style="list-style-type: none">The auditor reported no discrepancies or concerns, confirming the accuracy and integrity of the records.
11	Microbiology	<ul style="list-style-type: none">The documents were assessed and found to be maintained to a high standard.	<ul style="list-style-type: none">The documents were assessed and confirmed to be maintained to a high standard, ensuring organization and accuracy.
12	Chemistry	<ul style="list-style-type: none">The department has been distinguished by exceptional academic performance	<ul style="list-style-type: none">The department has been recognized for its exceptional academic performance, reflecting its commitment to excellence.
13	Industrial Chemistry	<ul style="list-style-type: none">Department is working efficiently & all documents are well maintainedImplement courses with a focus on skills and interdisciplinary to support employability and creativity.	<ul style="list-style-type: none">The department is working efficiently, with all documents meticulously maintained and organized.Department will add related courses in next curriculum revision.
14	Mathematics	<ul style="list-style-type: none">Remedial coaching needs to be documented in the correct manner	<ul style="list-style-type: none">Department has compiled remedial coaching documentation.
15	Physics	<ul style="list-style-type: none">The records were reviewed and found to be satisfactory.	<ul style="list-style-type: none">The records were reviewed and deemed satisfactory, meeting the required standards.

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Sr.	Department	Remarks by Auditors	Action Taken
		<ul style="list-style-type: none">The student monitoring is executed with great care and attention to detail	<ul style="list-style-type: none">Student monitoring is executed with great care and attention to detail, ensuring accurate tracking of academic progress and well-being.
16	CS & IT	<ul style="list-style-type: none">Students with scores under 40% are closely monitored for improvement.Offer skill-based and interdisciplinary courses to enhance employability and promote innovation.	<ul style="list-style-type: none">Effective mechanism for slow learner will be established.Department will add related courses in next curriculum revision.
17	Computer Applications	<ul style="list-style-type: none">Maintain action plans for academic progress and attendanceSupport is offered through follow-up actions for students scoring less marksThe department has shown satisfactory performance overall.	<ul style="list-style-type: none">Action plans for academic progress and attendance will be maintained to ensure consistent monitoring and improvement.Support is offered through follow-up actions for students scoring lower marks to improve their performance.The department demonstrates satisfactory performance overall, meeting established goals and standards.



[Handwritten Signature]

Associate Director

Centre for Total Quality Management

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Academic Year

2022-23

(Odd Semester)



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Rajkot



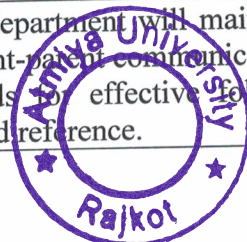


Action Taken Report based on remarks by the Auditors

Academic Year: 2022-23 (Odd)

Sr.	Department	Remarks by Auditors	Action Taken
1	Science & Humanities	<ul style="list-style-type: none"> Documents are maintained at regular Interval 	<ul style="list-style-type: none"> The department maintains documents at regular intervals to ensure accuracy and up-to-date information.
2	Civil Engineering	<ul style="list-style-type: none"> Co-curricular Extra-curricular activities performed in well manner 	<ul style="list-style-type: none"> Co-curricular and extra-curricular activities are performed in a well-organized manner, ensuring effective participation and engagement.
		<ul style="list-style-type: none"> Timely collect the feedback from central coordinator 	<ul style="list-style-type: none"> The department will collect feedback timely from the central coordinator to ensure continuous improvement and alignment with objectives.
		<ul style="list-style-type: none"> Motivate faculties to publish research papers in SCOPUS indexed journals and publish book if possible 	<ul style="list-style-type: none"> The department will sensitize faculties to publish research papers in SCOPUS-indexed journals and pursue book publications when feasible.
3	Computer Engineering	<ul style="list-style-type: none"> No Comments / Discrepancy found by auditor 	<ul style="list-style-type: none"> The audit confirmed that there were no discrepancies or remarks, indicating full compliance and accuracy.
4	Electrical Engineering	<ul style="list-style-type: none"> Records have been reviewed periodically and found satisfactory. 	<ul style="list-style-type: none"> The department periodically reviews records and ensures they are satisfactory, maintaining proper documentation and compliance with standards.
5	Information Technology	<ul style="list-style-type: none"> Remedial Coaching Document should be maintained as per university format 	<ul style="list-style-type: none"> Department has compiled remedial coaching documentation.
		<ul style="list-style-type: none"> Students Parents communication record should be maintained 	<ul style="list-style-type: none"> The department will maintain student-parent communication records for effective follow-up and reference.


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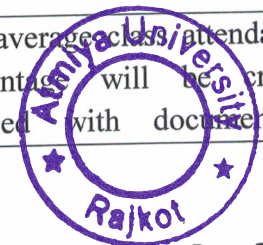
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Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

Sr.	Department	Remarks by Auditors	Action Taken
		<ul style="list-style-type: none"> Form-1 is not available for semester-1 due to department is not offering any core course in the said semester 	<ul style="list-style-type: none"> Not Applicable.
6	Mechanical Engineering	<ul style="list-style-type: none"> Result and attendance of student sent to parents by post 	<ul style="list-style-type: none"> The department sends students' results and attendance to parents by post for proper communication and record-keeping.
		<ul style="list-style-type: none"> If required conduct more extra classes for the slow learners 	<ul style="list-style-type: none"> Department will comply for the same from next semester.
		<ul style="list-style-type: none"> Kindly conduct extra classes for improving result of CIA 	<ul style="list-style-type: none"> Department will comply for the same from next semester.
		<ul style="list-style-type: none"> Utilize varied methods of evaluation, such as practical and project assignments 	<ul style="list-style-type: none"> A variety of evaluation methods, such as practical and project assignments, will be used to assess student performance comprehensively.
		<ul style="list-style-type: none"> Motivate faculty to write a book 	<ul style="list-style-type: none"> Department will sensitize faculty members for the same.
7	Pharmacy	<ul style="list-style-type: none"> No Comments / Discrepancy found by auditor 	<ul style="list-style-type: none"> The audit confirmed that there were no discrepancies or remarks, indicating full compliance and accuracy.
8	Commerce	<ul style="list-style-type: none"> The course has to be designed with a base of 15 weeks/semester 	<ul style="list-style-type: none"> The course will be structured to a 15-week semester to ensure comprehensive coverage and effective learning.
		<ul style="list-style-type: none"> The lecture planned record & lecture conducted record does not match with document evidences. 	<ul style="list-style-type: none"> Department will comply for the same from next semester.
		<ul style="list-style-type: none"> Average % of class attendance in the course 90.22 does not match with 	<ul style="list-style-type: none"> The average class attendance percentage will be cross-verified with documentary

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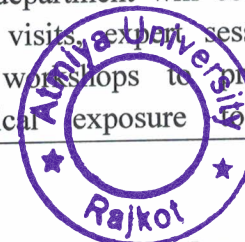
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Sr.	Department	Remarks by Auditors	Action Taken
		documentary evidence.	evidence to ensure it aligns accurately.
		<ul style="list-style-type: none"> • Question bank not maintained 	<ul style="list-style-type: none"> • The department will ensure the maintenance of a question bank to support consistent assessment and exam preparation.
		<ul style="list-style-type: none"> • Syllabus must be completed 100% 	<ul style="list-style-type: none"> • Department will comply for the same from next semester.
		<ul style="list-style-type: none"> • Physical attendance record must be kept in course file. 	<ul style="list-style-type: none"> • The physical attendance record will be maintained in the course file for proper documentation and reference.
9	Management	<ul style="list-style-type: none"> • Remedial Coaching as peer teaching session need to be recorded • We appreciate for the arrangement of co-curricular and extra-curricular activity organized by the department 	<ul style="list-style-type: none"> • Department has compiled remedial coaching documentation. • The department is appreciated for organizing co-curricular and extra-curricular activities that foster student engagement and contribute to their overall development.
		<ul style="list-style-type: none"> • Included case studies as part of a comprehensive evaluation approach 	<ul style="list-style-type: none"> • Case studies are included as part of a comprehensive evaluation approach to enhance critical thinking and practical application.
10	Biotechnology	<ul style="list-style-type: none"> • No Comments / Discrepancy found by auditor 	<ul style="list-style-type: none"> • The audit confirmed that there were no discrepancies or remarks, indicating full compliance and accuracy.
11	Microbiology	<ul style="list-style-type: none"> • No Comments / Discrepancy found by auditor 	<ul style="list-style-type: none"> • The audit confirmed that there were no discrepancies or remarks, indicating full compliance and accuracy.
12	Chemistry	<ul style="list-style-type: none"> • Department is requested to conduct field visit, expert session & workshop to provide practical exposure to 	<ul style="list-style-type: none"> • The department will conduct field visits, expert sessions, and workshops to provide practical exposure to the

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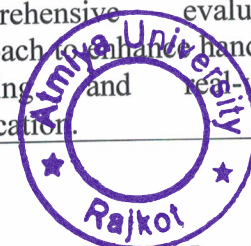
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Sr.	Department	Remarks by Auditors	Action Taken
		the students.	students from next semester.
		<ul style="list-style-type: none"> If faculty members are taking extra sessions then they must apply it at CMS for accurate record keepings 	<ul style="list-style-type: none"> Faculty members will be required to apply for extra sessions at CMS to ensure accurate record-keeping.
13	Industrial Chemistry	<ul style="list-style-type: none"> IC Department is working efficiently & all documents are well maintained 	<ul style="list-style-type: none"> The department is working efficiently, with all documents well-maintained and organized.
		<ul style="list-style-type: none"> Please focus on the co-curricular & extra-curricular activities 	<ul style="list-style-type: none"> The department will focus on enhancing co-curricular and extra-curricular activities to ensure holistic student development.
		<ul style="list-style-type: none"> IC Department is requested to schedule 1 field visit or expert session during a semester 	<ul style="list-style-type: none"> The department will schedule one field visit and expert session during each semester to provide practical exposure to students.
		<ul style="list-style-type: none"> Department is actively emphasizing students for MOOCs & STC courses 	<ul style="list-style-type: none"> The department is actively encouraging students to participate in MOOCs and STC courses to enhance their learning and skills.
		<ul style="list-style-type: none"> Department must conduct field visit & workshop to provide practical exposure to the students. 	<ul style="list-style-type: none"> The department will organize field visits and workshops to ensure students receive practical exposure.
		<ul style="list-style-type: none"> Coordination & presentation of team IC is appreciable. 	<ul style="list-style-type: none"> The coordination and presentation of the IC team are highly appreciated for their effectiveness and teamwork.
		<ul style="list-style-type: none"> Included practical and projects as part of a comprehensive evaluation approach. 	<ul style="list-style-type: none"> Practical sessions and projects will be included as part of a comprehensive evaluation approach to enhance hands-on learning and real-world application.

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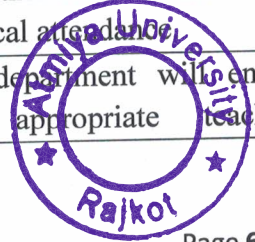
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Sr.	Department	Remarks by Auditors	Action Taken
		<ul style="list-style-type: none"> Arrange some extensional activities. 	<ul style="list-style-type: none"> Extensional activities will be arranged to provide additional learning opportunities and broaden students' experiences.
14	Mathematics	<ul style="list-style-type: none"> Documents are maintained at regular basis. Records are checked & found ok 	<ul style="list-style-type: none"> Documents are maintained on a regular basis to ensure accuracy and easy access. To be followed as regular practice.
15	Physics	<ul style="list-style-type: none"> Course wise separate file should be maintained. Feedback & Result analysis should be prepared as per the university format Student monitoring format should be used as per the standard format. 	<ul style="list-style-type: none"> Department has submitted the separate course files. Department has compiled related documentation. Department will adhere to specific format of student monitoring and mentoring.
16	CS & IT	<ul style="list-style-type: none"> Prepare feedback and result analysis in accordance with the University's prescribed format. Use the standard format for student monitoring. 	<ul style="list-style-type: none"> Department has submitted the feedback and result analysis in prescribed format. Department has compiled related documentation.
17	Computer Applications	<ul style="list-style-type: none"> Department is advised to keep action plan for academic progress and attendance Also advised to keep records of ATR Physical mode of attendance sheet is to be retained. 	<ul style="list-style-type: none"> The department is advised to maintain an action plan for academic progress and attendance to ensure systematic monitoring and improvement The department will maintain records of ATR to ensure proper documentation and accountability, enabling effective tracking and review of actions. Department has submitted the physical attendance sheet.
18	English	<ul style="list-style-type: none"> In lesson plan report teaching methods needs to be selected 	<ul style="list-style-type: none"> The department will ensure that appropriate teaching

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		properly.	methods are selected in the lesson plan report to enhance effective learning outcomes.
		<ul style="list-style-type: none">• Verification of syllabi with CRC, CoE & IQAC	<ul style="list-style-type: none">• The department will verify the syllabi with CRC, CoE, and IQAC to ensure alignment with academic standards and institutional requirements.
		<ul style="list-style-type: none">• Department is advised to apply for funded projects and to organize Seminar/workshop/conference	<ul style="list-style-type: none">• Department will sensitize faculty members for the same.



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Academic Year

2022-23

(Even Semester)

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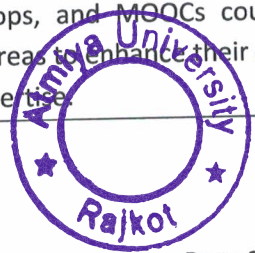


Action Taken Report based on remarks by the Auditors

Academic Year: 2022-23 (Even)

Sr.	Department	Remarks by Auditors	Action Taken
1	Science & Humanities	<ul style="list-style-type: none"> Documents are systematically updated at regular intervals 	<ul style="list-style-type: none"> The department systematically updates documents at regular intervals to ensure accuracy, relevance, and easy access to information.
		<ul style="list-style-type: none"> Research related work to be encouraged 	<ul style="list-style-type: none"> The department encourages research-related work to promote academic growth and contribute to the development of knowledge.
2	Civil Engineering	<ul style="list-style-type: none"> Faculty members employ effective teaching methodologies, with a balance of theory and practical sessions 	<ul style="list-style-type: none"> Faculty members employ effective teaching methodologies, balancing theory and practical sessions to enhance student learning and engagement.
		<ul style="list-style-type: none"> Introduced more remedial classes and peer mentoring for students struggling in specific subjects 	<ul style="list-style-type: none"> The department introduces more remedial classes and peer mentoring for students struggling in specific subjects to provide targeted support and improve academic performance.
		<ul style="list-style-type: none"> Students Parents communication record should be maintained 	<ul style="list-style-type: none"> The department will maintain student-parent communication records to ensure effective follow-up and transparent communication.
3	Computer Engineering	<ul style="list-style-type: none"> Department is performing well in terms of academic quality, curriculum delivery, and student progress. 	<ul style="list-style-type: none"> To The department is performing well in terms of academic quality, curriculum delivery, and student progress, ensuring consistent improvement and effective learning outcomes.
		<ul style="list-style-type: none"> Fast learners are identified and they are encouraged to attend many competitions, workshops and also motivated to do MOOCs courses in thrust areas. 	<ul style="list-style-type: none"> Identifying fast learners, the department encourages them to participate in competitions, workshops, and MOOCs courses in key areas to enhance their skills and expertise.

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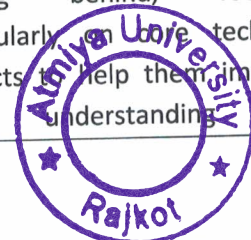
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Sr.	Department	Remarks by Auditors	Action Taken
		<ul style="list-style-type: none"> Suggested to motivate faculty to write a book 	<ul style="list-style-type: none"> The department will motivate faculty members to write books to contribute to academic knowledge and enhance their professional development.
4	Electrical Engineering	<ul style="list-style-type: none"> Overall, student performance is satisfactory, with most students meeting the academic standards The department follows the prescribed curriculum and regularly updates the course content to stay current with industry trends 	<ul style="list-style-type: none"> Overall, student performance remains satisfactory, with most students meeting the academic standards and demonstrating steady progress. The department adheres to the prescribed curriculum while continually revising the course content to incorporate the latest industry trends and advancements, ensuring students receive up-to-date knowledge.
5	Information Technology	<ul style="list-style-type: none"> Organized extracurricular activities such as seminars, guest lectures and industry visits to further engage students and provide real-world exposure Strengthening the monitoring of students attendance and academic progress particularly in underperforming areas 	<ul style="list-style-type: none"> The department organizes seminars, guest lectures, and industry visits to engage students and provide practical insights. The department is strengthening the monitoring of student attendance and academic progress, particularly in areas of underperformance.
6	Mechanical Engineering	<ul style="list-style-type: none"> All required documents, including syllabi, attendance records, lesson plans and student performance evaluations are well-maintained Provided additional remedial classes for students who are lagging behind particularly in core technical subjects 	<ul style="list-style-type: none"> The department ensures that all essential documents, including syllabi, attendance records, lesson plans, and student performance evaluations, are consistently and accurately maintained. The department offers targeted remedial classes for students lagging behind, focusing particularly on technical subjects to help them improve their understanding and

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			performance.
		<ul style="list-style-type: none">The department's ability to coordinate and implement is highly commendable	<ul style="list-style-type: none">The department excels in coordination and implementation, demonstrating effective management of academic and operational processes.
7	Pharmacy	<ul style="list-style-type: none">The audit revealed no discrepancies or remarks	<ul style="list-style-type: none">Not Applicable.
8	Commerce	<ul style="list-style-type: none">More remedial classes and additional academic support was provided to slow learners.	<ul style="list-style-type: none">The department provided additional remedial classes and academic support to slow learners to help them improve their understanding and performance.
		<ul style="list-style-type: none">Ensured that all records including student feedback and performance analysis are completed in a timely and consistent manner.	<ul style="list-style-type: none">The department ensures that all records, including student feedback and performance analysis, are completed promptly and consistently for effective tracking and improvement.
		<ul style="list-style-type: none">Department is not offering any course to other department at PG level	<ul style="list-style-type: none">The department will explore the possibility of offering courses to other departments at the PG level to encourage interdepartmental collaboration and enhance academic opportunities.
9	Management	<ul style="list-style-type: none">The records were assessed and found to meet the required standards	<ul style="list-style-type: none">The records have been assessed and are found to meet the required standards, ensuring proper documentation and adherence to guidelines.
		<ul style="list-style-type: none">Case studies, guest lectures and group discussions are regularly incorporated though the department could expand its use of technology-enhanced learning.	<ul style="list-style-type: none">While case studies, guest lectures, and group discussions are regularly incorporated, the department plans to expand the use of technology-enhanced learning for improved engagement.

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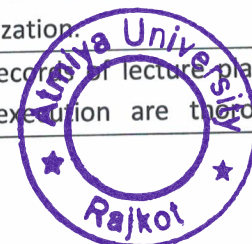
ATMIYA UNIVERSITY

(Established under the Gujarat Private University Act 11, 2018)

Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

Sr.	Department	Remarks by Auditors	Action Taken
10	Biotechnology	<ul style="list-style-type: none">No discrepancies were raised by the auditor during the review	<ul style="list-style-type: none">Not Applicable.
11	Microbiology	<ul style="list-style-type: none">The audit concluded with no discrepancies or feedback	<ul style="list-style-type: none">Not Applicable.
12	Chemistry	<ul style="list-style-type: none">Department is practicing students monitoring in a self-designed format which is appreciable.	<ul style="list-style-type: none">The department practices student monitoring through a self-designed format, which is commendable for its tailored approach and effectiveness.
		<ul style="list-style-type: none">Attendance rates are generally good and additional support is provided for students who are falling behind	<ul style="list-style-type: none">Attendance rates are generally high, and additional support is provided to students who are falling behind to ensure they stay on track with their studies.
13	Industrial Chemistry	<ul style="list-style-type: none">Teaching is found effective with a balance of lectures, practical experiments and demonstrations	<ul style="list-style-type: none">The teaching approach is effective, blending lectures, hands-on experiments, and demonstrations to foster a comprehensive learning experience.
		<ul style="list-style-type: none">Department is advised to apply for extra-mutual funded projects and to organize seminar/workshop/conference	<ul style="list-style-type: none">Department will sensitize faculty members & students for the same.
14	Mathematics	<ul style="list-style-type: none">Implemented remedial classes and tutoring sessions for students who required extra help	<ul style="list-style-type: none">Remedial classes and tutoring sessions have been implemented to support students who need additional help in their studies.
15	Physics	<ul style="list-style-type: none">Proper and detailed documentation of remedial coaching is maintained	<ul style="list-style-type: none">The department ensures proper and thorough documentation of remedial coaching, maintaining detailed records for effective tracking and assessment.
16	CS & IT	<ul style="list-style-type: none">After review, the records were found to be in proper condition	<ul style="list-style-type: none">Upon review, the records were found to be well-maintained and in excellent condition, reflecting accurate documentation and organization.
17	Computer Applications	<ul style="list-style-type: none">The lecture planning and execution records are verified by	<ul style="list-style-type: none">The records of lecture planning and execution are thoroughly

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		the document evidence	verified through documented evidence, ensuring transparency and accountability.
		<ul style="list-style-type: none">Inspire faculty and students to undertake research work and disseminate outcomes through reputable journals	<ul style="list-style-type: none">The department will inspire faculty and students to undertake research work and encourage the dissemination of outcomes through reputable journals for wider academic recognition.
18	English	<ul style="list-style-type: none">A well-planned approach ensured the timely completion of the syllabus	<ul style="list-style-type: none">A well-organized approach will be followed to ensure the timely completion of the syllabus in future semesters.
		<ul style="list-style-type: none">Created a structured action plan for monitoring academic progress and attendance	<ul style="list-style-type: none">A structured action plan has been created for monitoring academic progress and attendance, ensuring effective tracking and timely interventions.



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Academic Year 2023-24 (Odd Semester)

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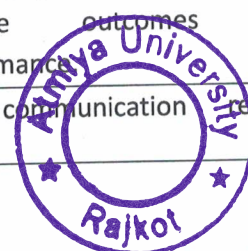


Action Taken Report based on remarks by the Auditors

Academic Year: 2023-24 (Odd)

Sr.	Department	Remarks by Auditors	Action Taken
1	Science & Humanities	<ul style="list-style-type: none">The records were examined and confirmed to be correct	<ul style="list-style-type: none">The records will be regularly examined and confirmed to be accurate, ensuring proper documentation and compliance.
		<ul style="list-style-type: none">Students expressed great satisfaction in their feedback	<ul style="list-style-type: none">Reviewed and acted upon student feedback to enhance the overall learning experience
2	Civil Engineering	<ul style="list-style-type: none">Systematically managed all critical documentation to ensure completeness and accuracy	<ul style="list-style-type: none">Implemented a structured approach to manage all critical documentation, ensuring completeness and accuracy.
		<ul style="list-style-type: none">Students provided highly favorable feedback	<ul style="list-style-type: none">Reviewed and acted upon student feedback to enhance the overall learning experience.
3	Computer Engineering	<ul style="list-style-type: none">The syllabus was completed according to a well-structured plan	<ul style="list-style-type: none">The syllabus was effectively completed following a meticulously structured plan, ensuring comprehensive coverage of all topics.
4	Electrical Engineering	<ul style="list-style-type: none">The audit revealed no discrepancies or remarks	<ul style="list-style-type: none">The audit confirmed that there were no discrepancies or remarks, indicating full compliance and accuracy.
		<ul style="list-style-type: none">Adopt diverse assessment strategies like field work, simulations, etc.	<ul style="list-style-type: none">The department plans to implement a variety of assessment methods, including field work and simulations, to enrich the evaluation process and student learning.
5	Information Technology	<ul style="list-style-type: none">Secured feedback from the central coordinator promptly and were highly favorable	<ul style="list-style-type: none">Feedback was promptly secured from the central coordinator and was highly favorable, reflecting positive outcomes and performance.
		<ul style="list-style-type: none">Students Parents communication	<ul style="list-style-type: none">The communication records


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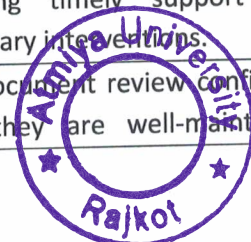
(Established under the Gujarat Private University Act 11, 2018)

Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

Sr.	Department	Remarks by Auditors	Action Taken
		record is recorded effectively	between students and parents are maintained effectively, ensuring clear and consistent documentation.
6	Mechanical Engineering	<ul style="list-style-type: none"> Result and attendance of student sent to parents by post 	<ul style="list-style-type: none"> To be adhered to as standard procedure.
		<ul style="list-style-type: none"> Offered additional classes to support slow learners 	<ul style="list-style-type: none"> Extra classes are organized to provide targeted support for slow learners, helping them grasp the course content and improve their academic performance.
		<ul style="list-style-type: none"> Students gave excellent feedback overall 	<ul style="list-style-type: none"> The overall feedback from students has been excellent, indicating high levels of satisfaction with the course and teaching methods.
7	Pharmacy	<ul style="list-style-type: none"> Kept all required records up to date and organized 	<ul style="list-style-type: none"> All necessary records are regularly updated and systematically organized for efficient management and retrieval.
		<ul style="list-style-type: none"> The department is performing with remarkable agility and innovation 	<ul style="list-style-type: none"> The department is consistently demonstrating exceptional agility and innovation in its operations and initiatives.
8	Commerce	<ul style="list-style-type: none"> Overviewed the maintenance and organization of essential documents 	<ul style="list-style-type: none"> The maintenance and organization of essential documents are regularly reviewed to ensure accuracy and efficiency.
		<ul style="list-style-type: none"> Proper documentation of remedial coaching is recorded 	<ul style="list-style-type: none"> Detailed and accurate documentation of remedial coaching is consistently maintained for future reference and accountability.
9	Management	<ul style="list-style-type: none"> Student monitoring is carried out efficiently and effectively 	<ul style="list-style-type: none"> The monitoring of students is done efficiently and effectively, ensuring timely support and necessary interventions.
		<ul style="list-style-type: none"> The review of the documents showed them to be well- 	<ul style="list-style-type: none"> The document review confirmed that they are well-maintained

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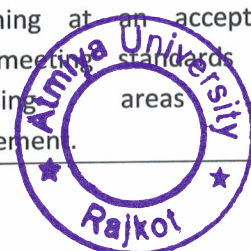
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Yogidham Gurukul, Kalawad Road, Rajkot - 360005, Gujarat (INDIA)

Sr.	Department	Remarks by Auditors	Action Taken
		<ul style="list-style-type: none"> maintained Employ a comprehensive evaluation framework including projects and case studies. 	<ul style="list-style-type: none"> and organized. The department will implement process improvements, enhance training, and optimize resource allocation to drive increased productivity and operational efficiency.
10	Life Sciences	<ul style="list-style-type: none"> The department is functioning with impressive drive and efficiency They appreciated the arrangement of co-curricular and extra-curricular activity organized by the department 	<ul style="list-style-type: none"> The department is continuously optimizing processes, fostering team collaboration, and leveraging technology to maintain impressive drive and operational efficiency. The department is praised for successfully organizing co-curricular and extra-curricular activities, contributing to enhanced engagement and overall development.
11	Chemical Sciences	<ul style="list-style-type: none"> The records were assessed and found to meet the required standards The department is exhibiting dynamic and effective performance If faculty members are taking extra sessions then they must apply it at CMS for accurate record keepings 	<ul style="list-style-type: none"> The records were thoroughly reviewed and deemed to fully comply with the established standards. The department is consistently demonstrating dynamic and effective performance through innovative strategies and efficient execution. Faculty members will be required to apply through CMS for any extra sessions taken, ensuring accurate record-keeping.
12	Mathematics	<ul style="list-style-type: none"> The documents are maintained consistently and on time 	<ul style="list-style-type: none"> The documents will be consistently maintained and updated on time to ensure proper record-keeping.
13	Physics	<ul style="list-style-type: none"> Overall, the department is performing at an acceptable level 	<ul style="list-style-type: none"> Overall, the department is performing at an acceptable level, meeting standards and addressing areas for improvement.

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Sr.	Department	Remarks by Auditors	Action Taken
		<ul style="list-style-type: none">Feedback and result analysis are compiled following the university's prescribed format	<ul style="list-style-type: none">Feedback and result analysis are consistently compiled according to the university's prescribed format.
		<ul style="list-style-type: none">Student monitoring is handled in a thorough and systematic way	<ul style="list-style-type: none">The monitoring of students is executed with precision, employing a systematic and organized method to track their progress and performance.
14	Computer Science	<ul style="list-style-type: none">The records were examined and confirmed to be satisfactoryOverall, the department is performing adequately	<ul style="list-style-type: none">To be adhered to as standard procedure.The department is functioning satisfactorily, meeting the expected standards.
15	English	<ul style="list-style-type: none">Department executed the plan to monitor academic progress and attendance	<ul style="list-style-type: none">The department effectively carried out the plan to track both academic progress and attendance.



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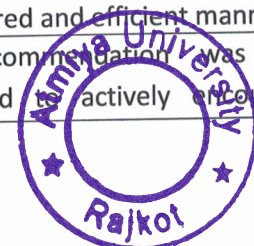


Action Taken Report based on remarks by the Auditors

Academic Year: 2023-24 (Even)

Sr.	Department	Remarks by Auditors	Action Taken
1	Science & Humanities	<ul style="list-style-type: none"> Motivate faculties to publish research papers in SCOPUS indexed journals and publish book if possible 	<ul style="list-style-type: none"> Department will sensitize faculty members for the same.
2	Civil Engineering	<ul style="list-style-type: none"> The feedback gathered from students was outstanding 	<ul style="list-style-type: none"> The feedback received from students was remarkably favorable and insightful.
		<ul style="list-style-type: none"> Enhance experiential learning by promoting live projects and fieldwork 	<ul style="list-style-type: none"> The department will enhance experiential learning by actively promoting live projects and incorporating fieldwork opportunities.
3	Computer Engineering	<ul style="list-style-type: none"> Systematically maintained all required files, ensuring timely and proper storage 	<ul style="list-style-type: none"> All required files were systematically maintained, ensuring timely organization and proper storage.
		<ul style="list-style-type: none"> Ensured prompt collection of feedback from the central coordinator and Student evaluations were excellent 	<ul style="list-style-type: none"> Feedback was efficiently gathered from the central coordinator, and student evaluations reflected excellent results.
		<ul style="list-style-type: none"> Co-curricular and extracurricular activities were conducted efficiently 	<ul style="list-style-type: none"> The execution of co-curricular and extracurricular activities was carried out efficiently.
4	Electrical Engineering	<ul style="list-style-type: none"> Handled and maintained all essential paperwork in compliance with requirements 	<ul style="list-style-type: none"> All essential paperwork was managed and maintained in full compliance with the required standards.
		<ul style="list-style-type: none"> Students Parents communication record is maintained effectively 	<ul style="list-style-type: none"> The records of communication with students' parents are carefully maintained and well-organized.
5	Information Technology	<ul style="list-style-type: none"> Maintained all required documents systematically. 	<ul style="list-style-type: none"> The necessary documents were organized and preserved in a structured and efficient manner.
		<ul style="list-style-type: none"> Suggested to motivate faculty to write a book 	<ul style="list-style-type: none"> A recommendation was put forward to actively encourage

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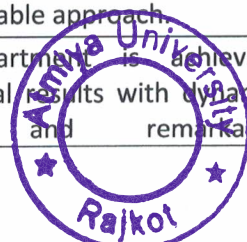
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Sr.	Department	Remarks by Auditors	Action Taken
			and inspire faculty members to undertake the process of writing and publishing books, fostering academic contributions and enhancing their professional growth.
		<ul style="list-style-type: none"> Motivate faculties to publish research papers in SCOPUS indexed journals and publish book if possible 	<ul style="list-style-type: none"> The department will encourage faculty members to publish research papers in SCOPUS-indexed journals and, if possible, pursue the publication of books.
6	Mechanical Engineering	<ul style="list-style-type: none"> Result and attendance of student sent to parents by post Conducted supplementary classes for students who need additional support 	<ul style="list-style-type: none"> The department will send students' results and attendance records to parents by post. The department conducts supplementary classes for students requiring additional support.
7	Pharmacy	<ul style="list-style-type: none"> The department has demonstrated outstanding academic performance 	<ul style="list-style-type: none"> The department continues to showcase exceptional academic performance and achievement.
8	Commerce	<ul style="list-style-type: none"> Arrangement for extra tutoring of slow learners Physical attendance record must be kept in course file. 	<ul style="list-style-type: none"> Department will comply for the same from next semester. The course file will include a dedicated section for keeping the physical attendance record.
9	Management	<ul style="list-style-type: none"> The records of planned and conducted lectures align with the documented evidence Remedial Coaching is recorded systematically 	<ul style="list-style-type: none"> The documentation of planned and conducted lectures matches accurately with the recorded evidence. All remedial coaching sessions are meticulously recorded in a systematic manner.
10	Life Sciences	<ul style="list-style-type: none"> Kept all required records up to date and organized. The department is showing excellent performance with a proactive and adaptive approach. 	<ul style="list-style-type: none"> All required records have been consistently kept up to date and well-organized. The department is consistently demonstrating excellent performance through a proactive and adaptable approach.
11	Chemical Sciences	<ul style="list-style-type: none"> The department is excelling with great energy and effectiveness 	<ul style="list-style-type: none"> The department is achieving exceptional results with dynamic energy and remarkable

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Sr.	Department	Remarks by Auditors	Action Taken
			effectiveness.
		<ul style="list-style-type: none"> Offered additional classes to support slow learners 	<ul style="list-style-type: none"> Extra classes were organized to offer focused support for slow learners, ensuring their progress.
		<ul style="list-style-type: none"> Cultivate a focus on practical education by engaging in project work and field-based activities 	<ul style="list-style-type: none"> The department will emphasize practical education by involving students in project work and field-based activities.
12	Mathematics	<ul style="list-style-type: none"> The department is exhibiting dynamic and effective performance 	<ul style="list-style-type: none"> The department is demonstrating a high level of performance. Their work is both dynamic and effective, contributing significantly to the organization's success.
13	Physics	<ul style="list-style-type: none"> Maintained all essential paperwork in compliance with requirements 	<ul style="list-style-type: none"> All essential paperwork is maintained in compliance with all applicable requirements.
14	Computer Science	<ul style="list-style-type: none"> Remedial coaching is logged accurately and consistently 	<ul style="list-style-type: none"> Continue to maintain accurate and consistent logging of all remedial coaching sessions.
15	English	<ul style="list-style-type: none"> The department is achieving outstanding results through dynamic performance. 	<ul style="list-style-type: none"> Through dynamic and innovative performance, the department achieves remarkable and unmatched results



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