



## **CONSOLIDATED AAA (ACADEMIC AND ADMINISTRATIVE AUDIT)**

### **FOR THE YEAR 2022-23**

**About IQAC:** The Internal Quality Assurance Cell (IQAC) undertakes pivotal initiatives, gathering data from stakeholders and crafting Annual Quality Assurance Reports for NAAC. Key endeavors encompass participation in NIRF, NAAC, and NBA, aligning with ISO benchmarks and akin certifying bodies, and overseeing Academic and Administrative Audit (AAA) alongside subsequent actions. This includes induction programs for new staff, quality-focused sessions, self-appraisal forms collation and analysis, and surveys gauging quality parameters across students, alumni, parents, employers, and educators.

**Introduction:** The AAA is an annual assessment probing into the existing system, appraising departmental strengths, weaknesses, opportunities, challenges, and accomplishments. While the University has long conducted academic audits for its colleges, the AAA for University departments commenced in 2018. Its goal is to enhance quality and operational efficiency, serving stakeholders promptly and effectively. Implementing recommendations from the audit committee demands methodical efforts from top management.

**Process and Proforma:** The AAA employs a standardized proforma, mirroring NAAC's quality assessment format. It captures departmental data on various aspects including faculty, infrastructure, teaching methodologies, research, social engagement, challenges, future plans, and best practices. Simultaneously, the administrative audit delves into departmental culture, performance, infrastructure, and other aspects to enhance service delivery. The assessment parameters revolve around administrative sections' functions such as General Administration, Library, Security, Coordination, Admission, Examination, Finance, among others.

#### **Execution:**

Annual completion of the proforma by Academic Institutes and Administrative sections via self-appraisal.

Formation of audit teams sanctioned by the IQAC, comprising experts and coordinators to assess different sections and Institutes, whether internal or external to the University.

Pre-announced audit schedules followed by on-site visits.

Compilation of reports by the teams, shared on-site with respective institute and submitted to the IQAC Cell.

**Registrar**  
Gokul Global University, Sidhpur







### Internal Audit Panel:

Following members are the members in the Academic and Administrative Audit Panel:

Sr.No.	Name	Designation
1	Dr. Kalpesh Wandra	Pro VC
2	Dr. Himmatsinh Rajput	Registrar
3	Dr. Dhaval Vyas	Dy. Director – Research
4	Dr. Ravindra Rajput	Director – Academics
5	Dr. Pallavi Dubey	Head – IQAC

### Action and Impact:

IIQAC collates reports, deliberates on observations and recommendations, presenting summaries to all members.

### Commendations:

- Commendable commitment to transparency and continuous improvement by actively addressing common issues through discussions within the Internal Quality Assurance Cell (IIQAC). This collaborative approach ensures that the institution is responsive to challenges and committed to enhancing overall quality.
- Commend the encouragement of faculty participation in Faculty Development Programs (FDPs) and workshops. This initiative underscores a commitment to the professional growth of the faculty, fostering an environment of continuous learning and innovation.
- Praise the institution's dedication to expanding value-added programs in specific domains. This demonstrates a proactive effort to align academic offerings with industry needs, enhancing the practical skills and employability of students.
- Applaud the decision to appoint a full-time Training and Placement Officer (TPO) to facilitate placements. This strategic move reflects a commitment to supporting students in their transition from education to the professional world.
- Recognize the importance of career guidance sessions and coaching classes for students from diverse backgrounds. This initiative demonstrates a commitment to inclusivity and recognizes the unique challenges faced by students in their career journeys.
- Commend the institution's efforts in facilitating personality development workshops for students. This initiative contributes to the holistic development of students, preparing them not just academically but also socially and professionally.
- Applaud the establishment of an Incubation Centre, showcasing a forward-thinking approach in fostering entrepreneurship and innovation among students. This initiative provides a platform for translating academic knowledge into real-world applications.
- Acknowledge the commitment to the professional development of administrative staff through Staff Development Programs and the provision of laptop grants. This







demonstrates recognition of the valuable contributions made by the administrative team.

- Commend the initiative to enhance medical allowances for staff, prioritizing the well-being of the workforce. This gesture reflects a people-centric approach to employee welfare.
- Applaud the introduction of departmental promotions for staff and Career Advancement Schemes for teachers. These initiatives recognize and reward the dedication and contributions of the faculty and staff.
- Praise the commitment to improving digital infrastructure, which is crucial for enhancing the overall efficiency of academic and administrative processes.
- Commend the proactive approach to revising courses in alignment with the National Education Policy (NEP) 2020. This initiative ensures that academic offerings are contemporary and in line with evolving educational standards.
- Recognize the forward-thinking approach in introducing courses focusing on Employability skills, aligning education with the practical needs of the job market.
- Applaud the active engagement with professional societies, which enriches the academic environment by fostering collaborations, knowledge exchange, and exposure to industry trends.
- Commend the implementation of a Code of Ethics policy and the efforts to raise awareness among students and faculty. This initiative sets a standard for ethical conduct and fosters a culture of integrity.
- Recognize the diverse range of activities such as Days celebration, expert talks, and workshops, showcasing a vibrant and engaging academic community.
- Commend the establishment of Memorandums of Understanding (MOUs) with industry, academia, and NGOs, fostering valuable partnerships for collaborative projects, research, and knowledge exchange.
- Acknowledge the institution's commitment to recognizing faculty and students at state, national, and international levels. This recognition reflects the institution's dedication to excellence and achievement.
- Praise the emphasis on promoting research endeavors, highlighting a commitment to advancing knowledge and contributing to academic scholarship.

### **Recommendation:**

- Common issues are taken up as agenda items for discussion within the IIQAC.
- Recommending faculty participation in FDPs/workshops,
- Expanding value-added programs in specific domains,
- Appointing a full-time Training and Placement Officer (TPO) to aid placements,
- Arranging career guidance sessions,
- Conducting coaching classes for students from diverse backgrounds,
- Facilitating personality development workshops for students,
- Establishing an Incubation Centre,

**Registrar**

Gokul Global University, Sidhpur



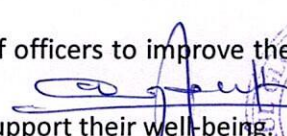




- Organizing Staff Development Programs for administrative staff,
- Providing laptop grants to administrative staff officers,
- Enhancing medical allowances,
- Offering departmental promotions for staff,
- Launching Career Advancement Schemes for teachers,
- Improving digital infrastructure,
- Revising courses in alignment with NEP 2020,
- Introducing courses focusing on Employability skills,
- Engaging in activities with professional societies,
- Implementing a Code of Ethics policy and raising awareness among students and faculty,
- Conducting Days celebration/Expert talk/FDP/workshops,
- Mous with industry, academia, and ngos, and recognizing faculty and students at state/national/international levels, and promoting research endeavours.

**Action Taken Reports: The AAA's impact and actions taken are delineated annually:**

- The recommendation to address common issues as agenda items for discussion within the IQAC has been implemented. Regular meetings are scheduled to identify and discuss prevalent issues affecting the institution.
- Faculty members have been encouraged to participate in Faculty Development Programs (FDPs) and workshops. A systematic approach is in place to identify relevant programs, and faculty are actively engaged in continuous professional development.
- Value-added programs in targeted domains have been expanded, enriching the academic experience for students. The curriculum now includes additional modules to enhance practical skills and industry relevance.
- A full-time Training and Placement Officer has been appointed to strengthen the placement process. The officer is responsible for establishing connections with potential employers and facilitating placement activities.
- Regular career guidance sessions are organized to assist students in making informed decisions about their academic and professional paths.
- Coaching classes tailored to the needs of students from diverse backgrounds are being conducted to provide additional support and ensure equal opportunities for academic success.
- Personality development workshops have been integrated into the curriculum to enhance students' interpersonal skills, communication, and overall personality.
- An Incubation Centre has been established to foster entrepreneurial spirit and support students and faculty in translating innovative ideas into viable projects.
- Regular Staff Development Programs are conducted to enhance the skills and efficiency of administrative staff.
- Laptop allowance have been provided to administrative staff officers to improve their work efficiency and facilitate remote work capabilities.
- Medical allowances for staff have been enhanced to better support their well-being.

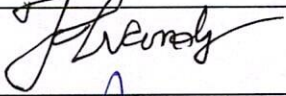
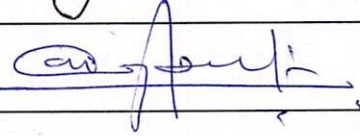
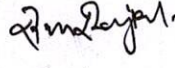
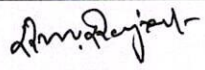

  
Registrar  
Gokul Global University, Sidhpur







- Departmental promotions are now offered based on merit and achievements, recognizing the contributions of staff members.
- Career Advancement Schemes have been introduced for teachers, providing opportunities for professional growth and recognition.
- Investments have been made to improve digital infrastructure, ensuring a seamless and technologically advanced learning environment.
- Courses have been revised to align with the National Education Policy (NEP) 2020, incorporating relevant changes to meet the evolving educational landscape.
- Courses emphasizing employability skills have been introduced to better prepare students for the demands of the job market.
- Collaborations with professional societies have been established, providing students and faculty opportunities for networking and exposure to industry trends.
- A Code of Ethics policy has been implemented, and awareness campaigns have been conducted to ensure adherence among students and faculty members.
- Celebration of special days, expert talks, and workshops are regularly organized to enhance the academic and cultural environment of the institution.
- Memorandums of Understanding (MoUs) have been established with industry partners, academic institutions, and NGOs to foster collaboration and create mutually beneficial initiatives.
- Faculty and students are recognized at various levels, and efforts are made to promote and support research endeavors through grants and collaboration.

Pro VC	
Registrar	
Associate Director – Research	9/12 
Director – Academics	
Head – IQAC	

  
Registrar  
Gokul Global University, Sidhpur







## **CONSOLIDATED AAA (ACADEMIC AND ADMINISTRATIVE AUDIT)**

### **FOR THE YEAR 2021-22**

**About IQAC:** The Internal Quality Assurance Cell (IQAC) undertakes pivotal initiatives, gathering data from stakeholders and crafting Annual Quality Assurance Reports for NAAC. Key endeavors encompass participation in NIRF, NAAC, and NBA, aligning with ISO benchmarks and akin certifying bodies, and overseeing Academic and Administrative Audit (AAA) alongside subsequent actions. This includes induction programs for new staff, quality-focused sessions, self-appraisal forms collation and analysis, and surveys gauging quality parameters across students, alumni, parents, employers, and educators.

**Introduction:** The AAA is an annual assessment probing into the existing system, appraising departmental strengths, weaknesses, opportunities, challenges, and accomplishments. While the University has long conducted academic audits for its colleges, the AAA for University departments commenced in 2018. Its goal is to enhance quality and operational efficiency, serving stakeholders promptly and effectively. Implementing recommendations from the audit committee demands methodical efforts from top management.

**Process and Proforma:** The AAA employs a standardized proforma, mirroring NAAC's quality assessment format. It captures departmental data on various aspects including faculty, infrastructure, teaching methodologies, research, social engagement, challenges, future plans, and best practices. Simultaneously, the administrative audit delves into departmental culture, performance, infrastructure, and other aspects to enhance service delivery. The assessment parameters revolve around administrative sections' functions such as General Administration, Library, Security, Coordination, Admission, Examination, Finance, among others.

#### **Execution:**

Annual completion of the proforma by Academic Institutes and Administrative sections via self-appraisal.

Formation of audit teams sanctioned by the IIQAC, comprising experts and coordinators to assess different sections and Institutes, whether internal or external to the University.

Pre-announced audit schedules followed by on-site visits.

Compilation of reports by the teams, shared on-site with respective institute and submitted to the IIQAC Cell.

  
  
Registrar  
Gokul Global University, Sidhpur





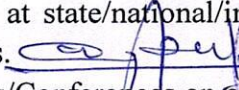
### Internal Audit Panel:


Following members are the members in the Academic and Administrative Audit Panel:

Sr.No.	Name	Designation
1	Dr. Sunil Joshi	Provost
2	Dr. Himmatsinh Rajput	Registrar
3	Dr. Jyotindra Mayavanshi	Associate Director – Research
4	Dr. Ravindra Rajput	Director – Academics
5	Dr. Pallavi Dubey	Head – IQAC

### Commendation:

- Commended for implementing a Code of Ethics policy, fostering a culture of integrity and ethical conduct among students and faculty.
- Commendable effort in enhancing document quality and research integrity by introducing plagiarism detection tools like Urkund and Grammarly.
- Commended for enabling electronic access to library resources, promoting convenient and up-to-date learning materials for students and faculty.
- Applauded for establishing an Alumni Committee, strengthening connections between the institution and its alumni for mutual benefit.
- Commended for setting up a University Learning Management System (LMS), providing a modern platform for efficient course delivery and collaboration.
- Applauded for offering workshops and value-added courses on contemporary subjects, ensuring students gain practical insights into emerging fields.
- Commended for introducing a Motivational Award scheme, recognizing and celebrating achievements of staff, students, and faculty.
- Applauded for engaging in activities with professional societies, fostering industry connections and enriching the learning experience.
- Commendable effort in developing MOOCs courses and seeking financial support from CEC, expanding educational outreach and accessibility.
- Applauded for launching skill-based programs such as the PG program in Engineering Management, aligning education with industry demands.
- Commended for the proactive step of revising courses, ensuring alignment with current industry trends and advancements.
- Applauded for organizing workshops on managing mental stress and coaching classes, addressing the holistic well-being of students.
- Commended for conducting sessions on resume building and mock interviews, preparing students for successful entry into the professional world.
- Applauded for the recognition of faculty and students at state/national/international levels, showcasing excellence in academic achievements.
- Commended for hosting Faculty Development Programs/Conferences on cutting-edge topics, contributing to continuous professional growth.

  
Registrar  
Gokul Global University, Sidhpur







- Applauded for forming Memorandums of Understanding (MOUs) with industry partners, fostering collaboration and bridging academia-industry gaps.
- Commended for introducing new academic programs, demonstrating adaptability to evolving educational needs and industry requirements.

### **Recommendation:**

- Instituting a Code of Ethics policy and educating both students and faculty about it
- Introducing plagiarism detection tools like Urkund and Grammarly for improved document quality & Research activity,
- Enabling electronic access to library resources, establishing Alumni committee,
- Setting up a University Learning Management System (LMS),
- Offering workshops and Value-Added courses on contemporary subjects such as Research Methodology, Nanotechnology, Blockchain Technology, and Professional Services,
- Introducing a Motivational Award scheme for staff, students, and faculty,
- Engaging in activities with professional societies,
- Developing moocs courses for undergraduate and postgraduate levels with proposals submitted to CEC for financial support, conducting IT tools workshops,
- Launching skill-based programs such as PG program in Engineering Management,
- Revising courses like Science college,
- Organizing workshops on managing mental stress and coaching classes for students from marginalized communities,
- Conducting sessions on resume building and mock interviews,
- Honoring faculty and students at state/national/international levels,
- Hosting Faculty Development Programs (fdps)/Conference, Computer Vision, iot, Deep Learning, and more, forming mous with industry partners, and introducing new academic programs.

### **Action Taken**

- Develop a comprehensive Code of Ethics policy for students and faculty.
- Conduct orientation sessions to educate both students and faculty about the importance of ethical behavior and adherence to the code.
- Integrate plagiarism detection tools into the academic workflow.
- Provide training sessions for faculty and students on how to use these tools effectively.
- Emphasize the significance of maintaining academic integrity.
- Upgrade the library infrastructure to provide electronic access to resources.
- Train library staff and users on navigating and utilizing electronic databases.
- Ensure continuous updates and expansion of electronic resources.







- Form an alumni committee to facilitate engagement and communication.
- Organize regular alumni events, networking sessions, and mentorship programs.
- Leverage alumni networks for career guidance and support.
- Select and implement a suitable Learning Management System.
- Train faculty and students on using the LMS for course delivery, assessments, and collaborative activities.
- Regularly assess the effectiveness of the LMS and make improvements as needed.
- Develop and conduct workshops on contemporary subjects like Research Methodology, Nanotechnology, Blockchain Technology, and Professional Services.
- Introduce value-added courses to enhance students' skills and knowledge in emerging fields.
- Seek industry experts and faculty members to lead these sessions.
- Establish clear criteria for the Motivational Award scheme for staff, students, and faculty.
- Publicize the scheme and encourage nominations and applications.
- Host an annual award ceremony to recognize and celebrate achievements.
- Identify relevant professional societies and encourage participation.
- Facilitate guest lectures, workshops, and collaborative projects with these societies.
- Promote networking opportunities for students and faculty.
- Create MOOCs courses for undergraduate and postgraduate levels.
- Submit proposals to the CEC for financial support.
- Promote the MOOCs courses to a wider audience for increased participation.
- Introduce skill-based programs such as a PG program in Engineering Management.
- Collaborate with industry partners to align the curriculum with industry needs.
- Promote these programs through targeted marketing and outreach.
- Form a curriculum revision committee to analyze and update courses in Science.
- Align courses with current industry trends and advancements in science.
- Seek feedback from students and faculty during the revision process.
- Conduct workshops addressing mental stress management for students and faculty.
- Organize coaching classes for students from marginalized communities to provide additional support.
- Establish counseling services for mental health and stress-related concerns.
- Schedule sessions on resume building and conduct mock interviews.
- Engage industry professionals to provide feedback and guidance.
- Provide resources and guidance on job search strategies and interview preparation.
- Establish a recognition program to honor faculty and students for achievements at different levels.
- Publicize these achievements through university channels and external media.
- Encourage participation in state, national, and international competitions and conferences.
- Plan and organize Faculty Development Programs (FDPs) and conferences on topics like Computer Vision, IoT, Deep Learning, etc.

Registrar

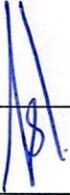




Gokul Global University, Sidhpur







- Invite renowned speakers and experts to facilitate these programs.
- Foster collaboration and knowledge exchange among faculty members
- Identify potential industry partners and areas of collaboration.
- Draft and formalize Memorandums of Understanding (MOUs) outlining the terms and goals of the partnerships.
- Facilitate joint projects, internships, and knowledge exchange.
- Conduct a thorough analysis of market demand and academic trends.
- Propose and introduce new academic programs aligned with industry needs.
- Seek necessary approvals and accreditations for the new programs.

Pro VC	
Registrar	
Associate Director – Research	
Director – Academics	
Head – IQAC	

  
Registrar  
Gokul Global University, Sidhpu







**CONSOLIDATED AAA (ACADEMIC AND ADMINISTRATIVE AUDIT)**  
**FOR THE YEAR 2020-21**

**About IQAC:** The Internal Quality Assurance Cell (IQAC) undertakes pivotal initiatives, gathering data from stakeholders and crafting Annual Quality Assurance Reports for NAAC. Key endeavors encompass participation in NIRF, NAAC, and NBA, aligning with ISO benchmarks and akin certifying bodies, and overseeing Academic and Administrative Audit (AAA) alongside subsequent actions. This includes induction programs for new staff, quality-focused sessions, self-appraisal forms collation and analysis, and surveys gauging quality parameters across students, alumni, parents, employers, and educators.

**Introduction:** The AAA is an annual assessment probing into the existing system, appraising departmental strengths, weaknesses, opportunities, challenges, and accomplishments. While the University has long conducted academic audits for its colleges, the AAA for University departments commenced in 2018. Its goal is to enhance quality and operational efficiency, serving stakeholders promptly and effectively. Implementing recommendations from the audit committee demands methodical efforts from top management.

**Process and Proforma:** The AAA employs a standardized proforma, mirroring NAAC's quality assessment format. It captures departmental data on various aspects including faculty, infrastructure, teaching methodologies, research, social engagement, challenges, future plans, and best practices. Simultaneously, the administrative audit delves into departmental culture, performance, infrastructure, and other aspects to enhance service delivery. The assessment parameters revolve around administrative sections' functions such as General Administration, Library, Security, Coordination, Admission, Examination, Finance, among others.

**Execution:**

Annual completion of the proforma by Academic Institutes and Administrative sections via self-appraisal.

Formation of audit teams sanctioned by the IQAC, comprising experts and coordinators to assess different sections and Institutes, whether internal or external to the University.

Pre-announced audit schedules followed by on-site visits.

Compilation of reports by the teams, shared on-site with respective institute and submitted to the IQAC Cell.

Registrar  
Gokul Global University, Sidhpur







### Internal Audit Panel:

Following members are the members in the Academic and Administrative Audit Panel:

Sr.No.	Name	Designation
1	Dr. Vedvyas J. Dwivedi	Hon'ble Provost
2	Dr. Sunil Joshi	Registrar
3	Dr. Ritesh Vaidya	Director – Research
4	Dr. Rugvendra Vyas	Dean , Faculty of Law
5	Dr. Ravi Barot	Dean – Faculty of Nursing

### Commendation:

- Commended for creating MOOCs platforms, enhancing accessibility to quality education for both undergraduate and postgraduate students.
- Applauded for conducting career guidance and counseling sessions, providing invaluable support for students in shaping their educational and professional paths.
- Commended for organizing workshops on mental well-being, demonstrating a commitment to the holistic development and welfare of students and faculty.
- Applauded for facilitating resume building and mock interviews, equipping students with practical skills for a successful transition to the professional arena.
- Commended for instituting a research excellence award, encouraging and recognizing outstanding contributions to research within the academic community.
- Applauded for providing AICTE short-term training on cyber threats and computer security, enhancing the digital literacy and security awareness of students and faculty.
- Commended for forming partnerships with industry through MOUs, fostering collaboration and bridging the gap between academia and the corporate sector.
- Applauded for the proactive step of revising courses in Operations and Analytics, ensuring alignment with industry demands and technological advancements.
- Commended for establishing policies promoting inclusiveness, intellectual property rights (IPR), research, and consultancy, fostering a conducive and innovative academic environment.

### Recommendation:

- Several initiatives were undertaken: creating moocs platforms for undergraduate and postgraduate education,
- Conducting career guidance and counseling sessions,
- Organizing workshops addressing mental well-being and personal stress,
- Facilitating resume building and mock interviews,
- Instituting a research excellence award,
- Providing AICTE short-term training on cyber threats and computer security, forming partnerships with industry through mous,

Gokul Global University, Sidhpur







- Revising courses in Operations and Analytics, and establishing policies promoting inclusiveness, IPR, research, and consultancy.

### Action Taken

- Develop and launch MOOCs (Massive Open Online Courses) platforms for various academic disciplines.
- Collaborate with faculty to design high-quality course content and interactive learning materials.
- Promote awareness and encourage student participation through marketing and outreach efforts.
- Schedule regular career guidance and counseling sessions for students at different academic levels.
- Invite career counselors and industry professionals to provide insights into various career paths.
- Incorporate one-on-one counseling sessions to address individual concerns and aspirations.
- Plan and execute workshops focusing on mental health, stress management, and well-being.
- Invite mental health experts to lead discussions and provide coping strategies.
- Establish ongoing support mechanisms, such as counseling services or mental health awareness campaigns.
- Arrange workshops on resume building, covering effective formatting, content, and highlighting relevant skills.
- Conduct mock interview sessions with feedback from industry professionals.
- Provide resources and guidance on job search strategies and interview preparation.
- Establish clear criteria for the Research Excellence Award, considering factors like publications, grants, and contributions to the field.
- Encourage faculty and students to actively participate in research activities.
- Host an annual award ceremony to recognize and celebrate research excellence.
- Coordinate and conduct AICTE-approved short-term training programs on cyber threats and computer security.
- Engage experienced professionals to deliver training sessions and practical demonstrations.
- Encourage participants to apply the acquired knowledge in real-world.
- Identify potential industry partners and areas of collaboration.
- Draft and formalize Memorandums of Understanding (MOUs) outlining the terms and objectives of the partnerships.
- Foster regular communication and collaboration through joint projects, internships, and knowledge exchange.
- Form a curriculum revision committee to analyze and update courses in Operations and Analytics.
- Incorporate industry-relevant content, case studies, and emerging trends.







- Seek feedback from students, faculty, and industry experts to ensure course relevance.
- Develop and communicate policies that promote inclusiveness, intellectual property rights (IPR), research, and consultancy.
- Conduct training sessions to educate faculty and students on the importance of these policies.
- Establish mechanisms for monitoring and evaluating the implementation of these policies.

Pro VC	
Registrar	
Associate Director – Research	
Director – Academics	
Head – IQAC	

Registrar  
Gokul Global University, Sidhpur





## **CONSOLIDATED AAA (ACADEMIC AND ADMINISTRATIVE AUDIT)**

### **FOR THE YEAR 2019-20**

**About IQAC:** The Internal Quality Assurance Cell (IQAC) undertakes pivotal initiatives, gathering data from stakeholders and crafting Annual Quality Assurance Reports for NAAC. Key endeavors encompass participation in NIRF, NAAC, and NBA, aligning with ISO benchmarks and akin certifying bodies, and overseeing Academic and Administrative Audit (AAA) alongside subsequent actions. This includes induction programs for new staff, quality-focused sessions, self-appraisal forms collation and analysis, and surveys gauging quality parameters across students, alumni, parents, employers, and educators.

**Introduction:** The AAA is an annual assessment probing into the existing system, appraising departmental strengths, weaknesses, opportunities, challenges, and accomplishments. While the University has long conducted academic audits for its colleges, the AAA for University departments commenced in 2018. Its goal is to enhance quality and operational efficiency, serving stakeholders promptly and effectively. Implementing recommendations from the audit committee demands methodical efforts from top management.

**Process and Proforma:** The AAA employs a standardized proforma, mirroring NAAC's quality assessment format. It captures departmental data on various aspects including faculty, infrastructure, teaching methodologies, research, social engagement, challenges, future plans, and best practices. Simultaneously, the administrative audit delves into departmental culture, performance, infrastructure, and other aspects to enhance service delivery. The assessment parameters revolve around administrative sections' functions such as General Administration, Library, Security, Coordination, Admission, Examination, Finance, among others.

#### **Execution:**

Annual completion of the proforma by Academic Institutes and Administrative sections via self-appraisal.

Formation of audit teams sanctioned by the IIQAC, comprising experts and coordinators to assess different sections and Institutes, whether internal or external to the University.

Pre-announced audit schedules followed by on-site visits.

Compilation of reports by the teams, shared on-site with respective institute and submitted to the IIQAC Cell.

  
Registrar  
Gokul Global University, Sidhpur  


#### **Internal Audit Panel:**

Following members are the members in the Academic and Administrative Audit Panel:

Sr.No.	Name	Designation
1	Dr. H.N. Kher	Hon'ble Provost





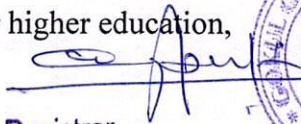
2	Dr. Ramsinh Rajput	Registrar
3	Dr. G. B. Shukla	Director – Research
4	Dr. Vishwajit Thaker	Dean – Faculty of Engineering
5	Dr. J.P. Mishra	Dean – Faculty of Commerce and Management


### Commendations:

- Commendable efforts in initiating a variety of programs, including stress management and mental health workshops, career guidance sessions, mock interviews, and personality development workshops, showcasing a holistic approach to student development.
- The institution's commitment to excellence is evident through the implementation of Best Teacher Awards, highlighting a proactive approach to acknowledging and promoting teaching quality.
- The establishment of Swayam/CEC/e-PG Pathshala portals for undergraduate and postgraduate students reflects the institution's forward-thinking approach to leveraging technology for enhanced learning experiences.
- Commendable efforts in fostering partnerships with industry through Memorandums of Understanding, demonstrating a commitment to aligning education with real-world demands and opportunities.
- The formulation of an IT policy showcases a proactive stance towards adapting to technological advancements, ensuring the institution remains at the forefront of educational innovation.

### Recommendation:

- Several initiatives were undertaken,
- Including workshops on stress management and mental health,
- Career guidance and counseling sessions tailored for higher education,
- Mock interview sessions,
- Personality development workshops,
- Best Teacher Awards,
- The creation of Swayam/CEC/e-PG Pathshala portals for undergraduate and postgraduate students,
- The establishment of Memorandums of Understanding with industry partners, and the formulation of an IT policy.

  
Registrar  
Gokul Global University, Sidhpu.





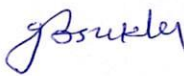

### Action Taken

- Invite mental health professionals to conduct interactive sessions addressing stressors and coping mechanisms.





- Establish a support system for students and staff, such as counseling services and helplines.
- Arrange specialized career guidance sessions tailored to different academic disciplines. Organize mock interview sessions for students to practice and enhance their interview skills.
- Engage professionals from various industries to conduct realistic and constructive mock interviews.
- Provide feedback and guidance to students based on their performance.
- Encourage participation in extracurricular activities and group projects to foster personal growth.
- Evaluate the impact of these workshops through feedback and self-assessment tools.
- Establish transparent criteria for Best Teacher Awards, considering factors like teaching innovation, student engagement, and contributions to the institution.
- Facilitate a nomination and evaluation process involving students, faculty, and administrators.
- Promote awareness and utilization of the created portals among undergraduate and postgraduate students.
- Provide training sessions for faculty and students on navigating and utilizing these online educational resources.
- Identify key industry partners and potential areas of collaboration.
- Draft and formalize Memorandums of Understanding (MOUs) outlining the terms and goals of the partnerships.
- Foster regular communication and collaboration between the academic institution and industry partners.
- Develop a comprehensive IT policy addressing issues such as data security, privacy, and responsible use of technology.
- Regularly review and update the IT policy to adapt to evolving technological trends and challenges.

Pro VC	
Registrar	
Associate Director – Research	
Director – Academics	
Head – IQAC	-

  
Registrar  
Gokul Global University, Sidhpur  






## **CONSOLIDATED AAA (ACADEMIC AND ADMINISTRATIVE AUDIT)**

### **FOR THE YEAR 2018-19**

**About IQAC:** The Internal Quality Assurance Cell (IQAC) undertakes pivotal initiatives, gathering data from stakeholders and crafting Annual Quality Assurance Reports for NAAC. Key endeavors encompass participation in NIRF, NAAC, and NBA, aligning with ISO benchmarks and akin certifying bodies, and overseeing Academic and Administrative Audit (AAA) alongside subsequent actions. This includes induction programs for new staff, quality-focused sessions, self-appraisal forms collation and analysis, and surveys gauging quality parameters across students, alumni, parents, employers, and educators.

**Introduction:** The AAA is an annual assessment probing into the existing system, appraising departmental strengths, weaknesses, opportunities, challenges, and accomplishments. While the University has long conducted academic audits for its colleges, the AAA for University departments commenced in 2018. Its goal is to enhance quality and operational efficiency, serving stakeholders promptly and effectively. Implementing recommendations from the audit committee demands methodical efforts from top management.

**Process and Proforma:** The AAA employs a standardized proforma, mirroring NAAC's quality assessment format. It captures departmental data on various aspects including faculty, infrastructure, teaching methodologies, research, social engagement, challenges, future plans, and best practices. Simultaneously, the administrative audit delves into departmental culture, performance, infrastructure, and other aspects to enhance service delivery. The assessment parameters revolve around administrative sections' functions such as General Administration, Library, Security, Coordination, Admission, Examination, Finance, among others.

#### **Execution:**

Annual completion of the proforma by Academic Institutes and Administrative sections via self-appraisal.

Formation of audit teams sanctioned by the IIQAC, comprising experts and coordinators to assess different sections and Institutes, whether internal or external to the University.

Pre-announced audit schedules followed by on-site visits.

Compilation of reports by the teams, shared on-site with respective institute and submitted to the IIQAC Cell.

  
Registrar  
Gokul Global University, Sidhpur







---

### Internal Audit Panel:

Following members are the members in the Academic and Administrative Audit Panel:

Sr.No.	Name	Designation
1	Dr. H.N. Kher	Hon.'ble Provost
2	Dr. Ramsinh Rajput	Registrar
3	Dr. J. B. Shukla	Director – Research
4	Dr. Sunil Joshi	Dean – Faculty of Ayurveda
5	Dr. Rekha Patel	Dean – Faculty of Law

### Action and Impact:

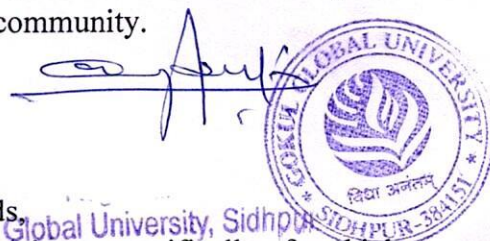
IIQAC collates reports, deliberates on observations and recommendations, presenting summaries to all members.

### Commendation:

- The initiation of Best Teacher Awards is a commendable practice that recognizes and celebrates excellence in teaching. This initiative not only acknowledges the dedication of educators but also motivates them to continually strive for the highest standards in education.
- The commitment to conducting career guidance and counselling sessions specifically tailored for higher education demonstrates a proactive approach to supporting students in their academic and professional journeys. This initiative provides valuable insights and guidance for informed decision-making.
- The emphasis on promoting research endeavours is highly commendable, signalling a commitment to advancing knowledge and fostering a research-oriented culture. This initiative encourages faculty and students to engage in meaningful research activities, contributing to the intellectual growth of the academic community.
- The focus on increasing students' regularity reflects a dedication to creating a disciplined and conducive learning environment. This initiative recognizes the importance of consistent attendance in academic success and aims to instil a sense of responsibility among students.
- The active promotion of research activities underscores the institution's commitment to academic excellence and innovation. By encouraging and facilitating research endeavors, this initiative contributes to the generation of new knowledge and enhances the institution's reputation in the academic community.

### Recommendation:(Year 2018-19)

- The activities include conferring Best Teacher Awards,
- Conducting career guidance and counselling sessions specifically for higher education,
- Promoting research endeavours.







- Increase students regularity.
- Promote research activities

**Action Taken Reports: The AAA's impact and actions taken are delineated annually:**

- Establish a committee to oversee the selection process for Best Teacher Awards.
- Create clear criteria for evaluating teachers, including factors such as innovation in teaching, student engagement, and contributions to the academic community.
- Announce the awards annually and organize a ceremony to honor the recipients.
- Collaborate with professionals from various industries to conduct career guidance sessions.
- Schedule regular counseling sessions for students focusing on higher education options, career paths, and skill development.
- Provide resources and information about different fields of study and job opportunities.
- Develop a dedicated research committee to oversee and facilitate research activities.
- Encourage faculty to engage in research by providing incentives such as grants, resources, and recognition.
- Organize research workshops, seminars, and conferences to foster a culture of research within the academic community.
- Implement an attendance monitoring system to track students' regularity.
- Introduce rewards and recognition for students with consistent attendance records.
- Analyze the reasons for absenteeism and implement strategies to address them, such as mentorship programs or support services.
- Establish research clubs or groups for students interested in pursuing research.
- Provide access to research databases, journals, and other resources.
- Facilitate collaboration between students and faculty on research projects.

Pro VC	
Registrar	
Associate Director – Research	
Director – Academics	
Head – IQAC	



Registrar

Gokul Global University, Sidhpur