जगद्गुरु रामानन्दाचार्य राजस्थान संस्कृत विश्वविद्यालय

मदाऊ, भांकरोटा–मुहाना लिंक रोड़, जयपुर (राज.) - 302026

■ वेबसाईट : *www.jrrsanskrituniversity.ac.in* ■ ई–मेल - *jrrsu@yahoo.com* ■ टेलीफैक्सः *0141-2850551–75*

क्रमांक : प.( )/जरारासंविवि/नि.शै.प./IQAC/IQAR मासिक प्रतिवेदन/2020/   दिनांक : /11/2020

प्रेषिती –

विभागाध्यक्ष
(साहित्य/ज्योतिष/वेद/व्याकरण/दर्शन/शिक्षा/योगा विभाग)
जरारासंविवि, जयपुर

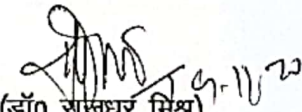विषय – INFORMATION FOR ACADEMIC AUDIT OF THE DEPARTMENT प्रारूप के संबंध में।

सन्दर्भ:– समन्वयक/निदेशक IQAC कार्यालय से प्राप्त पत्रांक प.( )/जरारासंविवि/20/2111 दिनांक 22.09.2020

उपरोक्त विषयान्तर्गत एवं सन्दर्भित पत्र के क्रम में लेख है कि समन्वयक/निदेशक IQAC कार्यालय के प्रपत्र की प्रति संलग्न आवश्यक कार्यवाही हेतु प्रेषित है।

विश्वविद्यालय के सभी विभागों के विभागाध्यक्षों को निर्देशित किया जाता है कि माननीय कुलपति महोदया के निर्देशानुसार INFORMATION FOR ACADEMIC AUDIT OF THE DEPARTMENT प्रारूप में सत्र 2020–21 हेतु सूचना संलग्न प्रारूप में भरकर एक प्रति समन्वयक/निदेशक IQAC एवं निदेशक शैक्षणिक कार्यालय में प्रस्तुत करना सुनिश्चित करें। यदि उक्त प्रपत्र की पूर्ति कर विभागाध्यक्ष समन्वयक/निदेशक IQAC एवं निदेशक शैक्षणिक परिसर कार्यालय को प्रस्तुत नहीं करता है तो उसकी समस्त जिम्मेदारी सम्बन्धित विभागाध्यक्ष की होगी।

सूचनार्थ।

संलग्न – उपरोक्तानुसार

(डॉ0 सज्जधर मिश्र)
निदेशक, शैक्षणिक–परिसर
जरारासंविवि, जयपुर

क्रमांक : प.( )/जरारासंविवि/नि.शै.प./IQAC/IQAR मासिक प्रतिवेदन/2020/422-428 दिनांक : 19/11/2020

प्रतिलिपि निम्नांकित को सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित है:–

1. निजी सचिव, माननीय कुलपति महोदया, जरारासंविवि, जयपुर।
2. निजी सहायक, कुलसचिव महोदय, जरारासंविवि, जयपुर।
3. निदेशक अनुसंधान केन्द्र, जरारासंविवि, जयपुर।
4. निदेशक राजस्थान मंत्र प्रतिष्ठान, जरारासंविवि, जयपुर।
5. डॉ0 सुभाष चन्द्र शर्मा, समन्वय/निदेशक, IQAC, जरारासंविवि, जयपुर।
6. सहायक कुलसचिव, शैक्षणिक अनुभाग, जरारासंविवि, जयपुर।
7. प्रभारी वेबसाईट, जरारासंविवि, जयपुर।

निदेशक, शैक्षणिक–परिसर
जरारासंविवि, जयपुर

D:-Coordinator/Letter

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Internal Quality Assurance Cell
JAGADGURU RAMANANDACHARYA RAJASTHAN SANSKRIT UNIVERSITY
Madau, Bhankrota, Jaipur – 302026

IQAC/   Date:

INFORMATION FOR ACADEMIC AUDIT OF THE DEPARTMENT
(Please provide information for Academic Session 2020-21)

1. Name of the Department:

2. Year of establishment:

3. Courses offered: UG, PG, Integrated Masters

Undergraduate	Post Graduate

4. Courses introduced during last year:

Undergraduate	Post Graduate	Add-on/Value Added

5. Give details of the Academic flexibility provided by the department.

S.N.	Course and Semester	Name of the Paper

6. Interdisciplinary programs offered and departments involved:

Course and Semester	Name of the Paper	Interdisciplinary paper shared with department

7. MOU Signed with other Universities and other Institutions

8. Courses conducted in collaboration with other Universities and Institutions:

9. Details of programmes discontinued, if any, with reasons:

1

10. **Examination System:** Annual/ Semester/Choice Based Credit System/ Credit and Grading system/ any other system, specify:

11. **Number of teaching posts sanctioned, filled and vacant.**

Designation	Sanctioned	Filled			Filled under CAS
		P	A	G	
Professor					
Associate Professor					
Assistant Professor					
Total					

P=Permanent, A=Contractual, G=Guest

Faculty profile with name, qualification, designation, experience, nature of appointment (confirmed) probation/Permanent/Contractual) Appointed on Sanctioned Post.

Name	Gender	Designation	Qualifications	Teaching/ Research Experience	Nature of appointment

Details of all the guest faculties during 2020-21

Name	Gender	Designation	Qualifications	Teaching/ Research Experience	Appointment From -To

12. **Highest Qualification of the teaching staff:**

Highest Qualification	Professor		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
Permanent							
Ph.D.							
M.Phil							
PG							
Any Other							

Contractual							
Ph.D.							
M.Phil							
PG							
Any Other							
	Guest						
Ph.D.							
M.Phil							
PG							
Any Other							

13. Diversity of Faculty:

Number of Actual Strength (2020-21)

Teaching faculty	Number	%
From the Same University		
From Other Universities within the State		
From Other States		
From Outside the Country		

14. Number of faculty who were awarded M.Phil., Ph.D., D.Sc. / D.Lit. in the current year:

S.N.	Name	Degree	University	Date and Year

15. List of faculty members doing post-doctoral Research or Research Associates

a) Post-doctoral Fellow

S.N.	Name of the Faculty	Institute	Research Topic

b) Research Associates

S.N.	Name of the Faculty	Institute	Research Topic

16. List of Visiting Fellows/Teachers, Adjunct and Emeritus Professors (2020-21).

S.N.	Name	Designation	Institution

17. Percentage of classes taken by Permanent/Contractual/Guest faculty (programme-wise information):

3

S.N.	Name of Course	Name of Paper	% Class Taken by

18. Programme-wise Student-Teacher Ratio:

S. No.	No. Name of the Programme / Course	Sanctioned Student Intake	Student-Teacher Ratio (Formula- Students: teachers)

19. Number of academic support staff (technical) and administrative staff sanctioned, filled and vacant:

S.N.	Posts	Sanctioned posts	Filled		Total
			Permanent	Contractual	
1	Laboratory Assistant				
2	Laboratory Attendant				
3	Other				

20. Thrust areas of research as identified by the department:

21. Information about research grants, projects completed and ongoing during last year:

a) From National funding agencies (like UGC, CSIR, DST, DBT, DST-FIST; CSIR, UGC-SAP/CAS, DAE, DBT, BRNS, ICSSR, AICTE, etc):

Sr. No.	Name of the Principle Investigator (Co-investigator)	Title of the Project	Funding Agency, Duration & date of sanction	Amount (in Lakh)	Status of Project (Submitted/ Ongoing)	Remarks if any (Publication/ Award/ Patent)

Note: Please enclose a copy of Report Summery, Utilization Certificate and relevant documents

b) From International funding agencies:

Sr. No.	Name of the Principle Investigator (Co-investigator)	Title of the Project	Funding Agency, Duration & date of sanction	Amount (in Lakh)	Status of Project (Submitted/ Ongoing)	Remarks if any (Publication/ Award/ Patent)

Note: Please enclose a copy of Report Summery, Utilization Certificate and relevant documents

22. Funds received at University level through Corpus fund:

Sr. No.	Name of the Principle Investigator (Co-investigator)	Title of the Project	Funding Agency, Duration & date of sanction	Amount (in INR)	Status of Project (Submitted/ Ongoing)	Remarks if any (Publication/ Award/ Patent)

Note: Please enclose a copy of Report Summery, Utilization Certificate and relevant documents

23. Research facilities available in the department and recognition received, if any?

24. Special research laboratories sponsored by/created by industry or corporate bodies.

25. Details of patents filed & granted and income generated:

26. Consultancy services provided, name of the teacher/s and income generated:

S.N.	Year	Name of the teacher	Nature of consultancy	Funds generated (In Rs)

27. Publications:

(a) Papers published in UGC listed journals

S.N.	Papers published in UGC listed journals (in APA format)	Citations	h-index*	Impact factor range/Average Impact factor*

Format: Author, A. A., Author, B. B., & Author, C. C. (Year). Title of article. *Title of Periodical, volume number*(issue number), pages. https://doi.org/xx.xxx/yyyy

(b) Papers published in peer reviewed journals

S.N.	Papers published in peer reviewed journals (in APA format)	Citations	h-index*	Impact factor range/ Average Impact factor*

(c) Monographs, Books, Chapters in books with ISBN number.

S.N.	Monographs, Books, Chapters in books Published with ISBN number (in APA format)	Citations	h-index*	Impact factor range/ Average Impact factor*

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(Format: Author, A. A. (Year of publication). *Title of work: Capital letter also for subtitle*. Publisher Name, ISBN No.

Author, A. A., & Author, B. B. (Year of publication). Title of chapter. In E. E. Editor & F. F. Editor (Eds.), *Title of work: Capital letter also for subtitle* (pp. pages of chapter). Publisher. ISBN No.)

(d) Monographs, Books, Chapters in books without ISBN number.

S.N.	Monographs, Books, Chapters in books Published without ISBN number (in APA format)	Citations	h-index*	Impact factor range/Average Impact factor*

* Based on Scopus/ Web of science

28. #Details of teachers invited as resource persons for Refresher courses, Orientation courses, Seminars, Workshops, Conferences at state, national and international levels.

Name of Faculty	Resource Person for (Refresher courses, Orientation courses, Seminars, Workshops, Conferences)	Levels (National/ International/ State/University/College)

#Format

Participated/Invited as Resource person and presented/Judged the topic "*(Title of the topic)*." under the session/sub-session "*(Name, if any)*" in state/national/international workshop/conference/seminar on "*(Title of the event)*." Organised by *(Department/College)* held on *(Date/month/year)*, at *(Institution/University)*.

29. Details of teachers attended Refresher/Orientation/short term courses.

Name of Faculty	Name of course and organizing body	Duration From -To

30. Details of teachers participated/presented paper in Seminars, Workshops, Conferences at national and international levels. (participant, presented paper, chaired the session)

Name of Faculty	Participation in (Refresher courses, Orientation courses, Seminars, Workshops, Conferences)	Levels (International /National/State/ University/College)

#Format

Presented a paper entitled as "*(Title of the paper/poster/oral presentation)*" in state/national/international workshop/conference/seminar on "*(Title of the event).*" Organised by *(Department/College)* held on *(date/month/year)*, at *(Institution/University)*.

31. Contribution of the department in the Corporate Life of the University (Only Convener/Coordinator/Adviser for the current year).

S.N.	Name of the Faculty	Contribution

32. Participation of teachers in various academic activities as members of committees at University level, State level, National level, International level bodies. (give details)

Name of Faculty	Nature of Participation (Activity)	Levels (International /National/State/ University/College)

33. Percentage of participation of full-time teachers in various bodies of the Universities/ Other Colleges, (eg. BoS and Academic Council during the last year)

Data requirement:
• Number of teachers participated
• Name of the body in which full time teacher participated
• Total number of teachers

Formula= $\dfrac{\text{Number of teachers participated} \times 100}{\text{Total Number of teachers}}$

Documents: Enclose scanned copies of the certificate supporting the participation of teachers

34. Details of teachers appointed/nominated on Editorial Boards at university, state, national and international levels.

Sr. No.	Name of the teacher	Name of Editorial Boards	Level of board	Name of Institution

35. Awards/Prizes and recognitions received by teachers at University, State, National and International level:

Sr. No.	Name of the teacher	Nature of Award	Level of Award	Money received if any (In Rs)

36. Details of Seminars/ Conferences/Workshops organized by department at University, State, National and International level and the source of funding with details:

Name of Conference/ Seminars / Workshops	Funding agency and funds received		No. of Participants		University/State/ National/ International	Dates
	Internal	External	Internal	External		

37. Student profile programme-wise at UG and PG (2020-21)

Course UG/PG	Applications Received	No. of students Admitted	Sanctioned Seats	Male*	Female	Total

*For Add-on/Value Added/Short term Course

38. Diversity of Students : (Year-wise)

Name of the Programme	Course	Year	Total number	% of students from the same state	% of students from other State	% of students from other countries
UG		I				
		II				
		III				
PG		I				
		II				

39. Year-wise results of students at UG and PG:

Name of the Program	Course	Year	Appeared	Passed	Pass %	Grade %			
						A	B	C	D
UG		I							
		II							
		III							
PG		I							
		II							

40. Awards and Prizes received by students at University, State, National and International level:

Sr. No.	Name of the Student	Name of the activity	Nature of Award	Level of Award	Money received if any (In Rs)

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41. Number of students getting financial assistance from the university /state/ central government

Sr. No.	Name of the Student	Nature of Financial assistance	Level of Financial assistance	Money received (In Rs)

42. Details of the students pursuing internship.

S.N.	Name of the student	Course & Roll No.	Duration From- To	Name of the organisation/ company/ Institution	Title/topic of internship

43. Student progression/ placement record: Number/ percentage of students proceeded for higher studies Number/percentage of students placed:

Name of the Program	% proceeded for higher studies			% of students placed
	UG to PG	PG to Ph.D./ M.Phil.	Professional	
UG				
PG	--			

44. Number of students awarded M.Phil., Ph.D., Degree (in case of any faculty is Supervisor/Co-supervisor):

Year	M.Phil	Ph.D.	Title of the Research	Parent University	Male	Female	Total

45. List the distinguished alumni of the department (maximum 10):

S. No.	Name of the Alumina	Current Status/Position

46. Dropout rate in UG and PG (average for the last two batches)

UG = ... %

PG = ...%

47. Present details of departmental infrastructural & other facilities with regard to

    a) Central Library Books and Journals, etc, relevant to Department   :

    b) Departmental Library (books, journals etc.)   :

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c) Computers and Internet facilities for staff :

d) Total number of class rooms :

e) Class rooms with ICT facility :

f) Students' laboratory :

g) Research laboratories :

h) Smart class room :

i) Any other facility LCDs :

48. Curricular Aspects:

a) Does the faculty take initiative in curriculum development process?

Sr. No.	Name of the Faculty	Type of curriculum development

b) Is curriculum suitable to make students globally competitive in the subject? If yes, substantiate.

c) Does the department offer program with sufficient no. of electives options?

d) While framing curriculum, is feed-back taken from stakeholder's viz. Students/Alumni/Parents/Employers considered?

e) What is the frequency of curriculum revision? (3/4/5 years or more)

f) Does the curriculum have emerging thrust areas, including interdisciplinary areas? (If yes, elaborate).

49. Teaching-Learning, Evaluation:

- Number of teachers preparing & following Academic Teaching plan

S. No.	Name of the Faculty	Curriculum plan submitted (Yes/No)

- How many teachers use the following teaching methods:

  o Interactive lecture method using blackboard, Group discussions, Problem solving, Seminars.
  o Use ICT methods to support lectures.

S. No.	Name of the Faculty	Method of teaching

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- Does the Department have Peer review processes? If yes, are the suggestions effectively used to improve the teaching quality?

- Does the department have any mechanism to ensure that entire syllabus is completed? Enclose relevant documents.

- Do you offer Bridge/Remedial courses? If yes, Give details.

- What is the method for conducting internal evaluation?

50. **Teacher's Performance:**

○ Whether the performance of the teacher assessed by the students? If yes, are the feedback reports analysed and suggestions communicated to teachers?

○ Number of teachers getting   a) Very Good _____   b) Good _____   c) Average _____ remarks from students.

○ Whether suggestion boxes are kept in the department to get suggestions from students on infrastructural facilities available in the department?

○ Are the suggestions received from students used for improvement of facilities?

○ Do teachers submit Self-Appraisal Reports? Are these reports appraised by TIC and forwarded to the Vice Chancellor with comments?

○ What is the Departmental average API _____? How many teachers have API > Average API

○ What is the individual faculty wise h index?

S. No.	Name of the Faculty	h index

51. Give details of student enrichment programmes (special lectures / workshops / seminar) involving external experts.

S. No.	Name of the Programme	Name of external expert	Designation and Institute	Number of students benefited	
				University	Outside university

52. How does the department ensure that programme objectives are constantly met and learning outcomes are monitored?

53. Highlight the Special facilities (if, any) of the Department.

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54. Highlight the unique features of the department.

55. State the Innovative practices adopted in the department.

56. Highlight the participation of students and faculty in extension activities.

57. Detail five major Strengths, Weaknesses, Opportunities and Challenges (SWOC) of the department.

    a. Strengths:
        1. ...
        2. ....
        3. ....

    b. Weaknesses:
        1. ...
        2. ....
        3. ....

    c. Opportunities:
        1. ...
        2. ....
        3. ....

    d. Challenges:
        1. ...
        2. ....
        3. ....

58. Future plans of the department:

    a. Long term plans-

    b. Mid term plans

    c. Short term plans

59. Does the department prepare/maintain academic calendar? Enclose the copy.

60. Is Faculty-wise Academic Plan maintained at department level? Enclose the copy.

61. Is Departmental Meeting verified, Minutes recorded and maintained?

62. Are Classes being held regularly; as per designated time-slot; and full period is utilized as per the timetable?

63. Does department ensure that long gaps are not given in Students Timetable?

64. Is proper justice done to the whole syllabus; and course completion report is maintained? Enclose the copy.

65. Details of Field Visit/Excursions/trips. Please attach report and relevant documents.

S.N.	Place visited	Date and time	Number of students enrolled

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66. Does the department have developed any mechanism of Student Mentoring? If yes Please provide the list of mentor and mentee and relevant point if any to be mentioned here.

S.N.	Name of mentor	Mentee group	Remarks

67. Details of departmental activities. Please attach report and relevant documents.

S.N.	Name of the activity	Date and Semester (Odd/Even)	Number of students benefited	
			University	Outside University

68. What is the process of Evaluation of Students' performance?

69. Record of Non-performing Students is maintained?

S. N.	Name and roll no. of the student	Course	Paper

70. Whether Attendance is recorded/done online?

Name of faculty	Attendance done online (Y/N)

71. Record of students' attendance is uploaded on University website. Is required follow-up done?

72. Record of students having short attendance?

S. N.	Name and roll no. of the student	Course	Paper

73. Give the record of the books in the Department Mini Library. Also provide the record of books issued in 2020-21.

74. Is record of circulation of books/material/syllabus, Guidelines etc. preserved?

75. Is Stock registers/Issue Registers and other record maintained in Department?

76. Does Departmental prepare any study material/data which can be submitted to the University Institutional Repository? If yes, please give the details.

77. Brief introduction of department (history, relevance, research highlights, career opportunities etc.) is updated on university website.

78. Are students' achievements maintained at department?

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79. Does department prepare/release any Newsletter/Journals (If applicable) (provide soft copy)

80. Participation of department in Institutional Social responsibilities.

81. Does department have any Industrial/Research institution Collaboration/Linkage.

82. Visibility Check

	Visibility Check	Yes/No/ Not Applicable	Faculty member Responsible
A	Wall Magazine		
B	Department Display Board		
C	University Website		
D	e-Resources		

Declaration by the Head of the Department

The information given in this report is verified and true to the best of my knowledge and I am aware that the above information provided by the department will be validated by the AAA committee during the visit.

Date: Head of the Department