

Quantum University, Roorkee



6.5.2	<p>Institution has adopted the following for Quality assurance:</p> <ol style="list-style-type: none">1. Academic and Administrative Audit (AAA) and follow up action taken2. Conferences, Seminars, Workshops on quality conducted3. Collaborative quality initiatives with other institution(s)4. Orientation programme on quality issues for teachers and students5. Participation in NIRF and other recognized ranking like Shanghai Ranking, QS Ranking Times Ranking etc6. Any other quality audit recognized by state, national or international agencies
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SPECIAL AUDIT DONE BY SENIOR MEMBER

Academic Year 2023-24


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12/19/23, 2:49 PM

Quantum University Mail - Fwd: Academic Audit Report



Dr. Manish Sharma <director@quantumeducation.in>

Fwd: Academic Audit Report

2 messages

Vice Chancellor <vicechancellor@quantumuniversity.edu.in> Thu, Oct 26, 2023 at 12:17 PM
To: "Dr.Satender Kumar" <satenderkumar.cse@quantumeducation.in>, Manish Kumar Sharma <director@quantumeducation.in>, "Dr. Manish Kumar Srivastava" <director.qsb@quantumeducation.in>

----- Forwarded message -----

From: **Prof. JP Gupta** <jaip.gupta@gmail.com>
Date: Fri, Oct 20, 2023 at 12:39 PM
Subject: RE: Academic Audit Report
To: Vice Chancellor <vicechancellor@quantumuniversity.edu.in>
Cc: Kamal Bansal <kamal27bansal@gmail.com>

Dear Dr. Kumar,

PFA the Report fna at your end.

Regards,

JP Gupta

--
Prof. Vivek Kumar
Vice Chancellor

Quantum University
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Roorkee - 247662
Uttarakhand.

Mobile: +91-9991881333 (O), +91 9760071971(R)

www.quantumuniversity.edu.in



Academic Audit Report Quantum Univ18 19th Oct 2023.pdf
207K

Vice Chancellor <vicechancellor@quantumuniversity.edu.in>
To: Manish Kumar Sharma <director@quantumeducation.in>

Tue, Dec 19, 2023 at 11:57 AM

[Quoted text hidden]

Academic Audit Report Quantum Univ18 19th Oct 2023.pdf
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Report of Academic Audit held on 18th -19th Oct 23

Quantum University, Roorkee

Scope of Audit: Review of teaching learning process of School of Technology of the University. Following are the key points suggested by the University for the audit.

- Teaching Methodology
- Assessment strategies
- Student engagement (in classroom) – Could not be assessed as mid semester exams are going on.
- Question papers
- Student performance
- Documentation & records

Dates – 18th -19th October 2023

Following are the observations/suggestions based on review of various systems/processes and documents on sample basis:

University has various systems and processes and good practices.

- Defined outcomes in curriculum
- Maintaining course files
- Policy for slow learners/fast learners, mentor mentee system
- Question bank for random question paper generation, question paper moderation process
- Various feedback systems
- ERP system for result preparation/ documentation
- Flipped classes, etc.

Observations/suggestions

1. Curriculum:

- Detailed curriculum is in place, it is suggested that while designing/modifying the Curriculum, POs/PSOs may be taken as one of the inputs. This is necessary as all the Courses of the Program must address some POs/PSOs.

2. Course files:

- Language and sentence may be reviewed to remain aligned with the objective of COs/PSOs/PEOs. (PSO should be specific to the program. PEO should be 'what student will be able to demonstrate 4-5 years after graduation' and should align with the mission statements of the Department). COs should start with action verb viz- Apply, Analys etc. as given in Blooms Taxonomy as far as possible (corresponding Blooms Level (BL) should be mentioned accordingly).
- Mapping of PEOs With COs is not required.


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- All COs should not be mapped with all POs and be mapped only with relevant POs/PSOs. If a PO/PSO is not mapped with a CO, a dash (-) may be put in that mapping.
- The course file may be passed on to the next faculty teaching the same Course in subsequent semester and the faculty receiving the file should thoroughly study that file before starting the Course.
- The course file may also contain Assignments/Mid Term question paper/End Term question paper and model answers of Mid Term/End Term question paper.
- Samples of duly corrected assignment copies may be kept in the Course File.
- Marksheet of various assessment components (question-wise) and analysis of same (CO assessment/attainment calculations), action taken thereof (Result analysis) may also be kept.
- Students' attendance sheets may also be kept in the Course File.

3. Quality of question papers/ assignments/ question banks etc.:

- Most of the questions are theoretical or formulae based numerical. Some elements of higher complexity/higher order thinking may be added suitably. We suggest that the Question Paper should have 3 Sections and the first two Sections should be of normal complexity with no Choice. Section 3 should have complex/difficult questions. In this Section choice with 'OR' may be provided but both the Questions with 'OR' may be of similar complexity.
- Moderation is done, it is suggested that the moderators' comments may be closed/ documented accordingly.
- Corresponding CO may be mentioned against each question.
- You may think of giving more weightage to unit 4 & 5 in End Sem exam as these are largely covered only in End Term Examination.

4. Evaluation:

- Evaluation quality may be investigated. As mostly the tick marks and numbers are given without any remarks.

5. Flipped classes:

- Beyond the syllabus topic may be given as Flip topics or same topic with different approach.
- No. of topics in Flip classes may be restricted.

6. Slow/Fast learners

- Good process/documentation is in place. However, faculty members may judiciously record action taken for weak students. *(For example a Student securing zero (0) mark in Mid Term as he/she may have not appeared in Mid Term, may not just improve with few extra classes.)*
- Some action may be planned for moderate students as they will be maximum in number.
- The action report may also have a Summary Table to show improvements.
- Attendance sheet of extra classes may be added as record in the Course File.


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7. Mentor-Mentee records

- Largely mentor is addressing batch of approx. 30 students as mentee and recording the minutes.
- Action identified in the minutes should be taken and recorded to close the loop.
- It is advisable to have one-to-one interactions between mentor-mentee as some of the mentees may not feel comfortable sharing their concerns in the group.

8. Projects and project evaluation

- Efforts to be made to continuously improve the quality of projects and move away from theoretical projects.
- The Guide/Supervisor should see the formatting of report and typo errors.
- Project evaluation rubrics may be used.
- Project allocation/evaluation guidelines may be shared with students.

9. Feedback system

- A very good system of feedback collection, analysis and action taken is in place.
- Regulations regarding the faculty feedback (feedback of the faculty on teaching-learning by the students) may be made. This feedback may be analyzed, action taken, and impact assessment may be done.
- Various feedbacks are clubbed together, these may be segregated according to the need.

10.Labs

- Equipment may have specification displays on the wall. There can be some relevant posters in the lab.

General Comments

- There are quite a few senior faculty members. We suggest that more senior faculty may be appointed for handholding of young faculty members and ensuring proper implementation of various systems and processes.
- As of now the information/data is scattered at various places i.e., Course Files, ERP, Exam Cell, IQAC etc., making it difficult to correlate them.
- If possible, some workshops on OBE may be organized.

(Dr. Kamal Bansal)

(Dr. JP Gupta)



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Dr. Manish Sharma <director@quantumeducation.in>

Fwd: Academic Audit

1 message

Vice Chancellor <vicechancellor@quantumuniversity.edu.in>
 To: Manish Kumar Sharma <director@quantumeducation.in>

Tue, Dec 19, 2023 at 11:58 AM

----- Forwarded message -----

From: **Dr. Manish Srivastava** <director.qsb@quantumeducation.in>
 Date: Mon, Oct 23, 2023 at 9:34 AM
 Subject: Fwd: Academic Audit
 To: Dr. Vivek Kumar <vicechancellor@quantumuniversity.edu.in>

Thanks and Regards

Dr. Manish Srivastava
 Director
 Quantum School of Business
 Quantum University
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 Roorkee - 247662
 Uttarakhand,
 www.quantumuniversity.edu.in



----- Forwarded message -----

From: **VIR UDBODHAN VISHNOI** <vuvishnoi@gmail.com>
 Date: Mon, Oct 23, 2023 at 6:56 AM
 Subject: Re: Academic Audit
 To: Dr. Manish Srivastava <director.qsb@quantumeducation.in>

This is in reference to the Academic Audit to be conducted in your Institution.
 I will be happy to be with you on the following two days;
 October 26, 2023 Thursday &
 October 27, 2023 Friday
 Kindly make suitable arrangements for the conduct of the Audit.
 Thanking you
 Vir Udbodhan Vishnoi

On Fri, Oct 13, 2023 at 4:12 PM Dr. Manish Srivastava <director.qsb@quantumeducation.in> wrote:
 Dear Sir

With reference to our telephone conversation, the points to be evaluated are as follows.

1. Teaching Methodology:

- The Course Files, Lecture Notes or Laboratory Practicals Description
- PPT and Presentations or any other tool used

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- The tutorials and Questions, Case Studies conducted in classroom
- The Lecture Plans and its Execution (from ERP)
- Course Outcomes with BL Level
- Learning Strategies adopted while imparting the lectures

2. Assessment Strategies:

- All quizzes, Mid Sem exams, Projects Names
- Mapping of Questions in Quizzes to the Course outcomes.
- Quality of Project titles, and Flip Classes Executions and Evaluation

3. Student Engagement:

- The List of student engagement through classroom activities in the classroom.

5. Random Question Paper Generation:

- Resolution of Blooms Level of Question Banks of End Semester Examinations

6. Student Performance Data:

- Performance of Students in the Course (ERP Based Result Analysis)

7. Documentation and Records:

- All relevant documentation, such as syllabus, assessment records, and feedback reports (*All five Years , are to be maintained and accessible for review*).

8. Research Profile of the Faculty Members in (API Format)**9. The Effort made by the Faculty Members for Slow and Fast Learners in their subjects (*in the University formats*)****10. Minutes of The Sub Specialty Groups with their Signatures****11. Reports of Co-Curricular Activities Conducted By the Departments in 2022-23****12. Other Information that Department wants to furnish or demanded by Auditors**
Please provide a suitable date as per your convenience for the 2 days audit.

Thanks and Regards

Dr. Manish Srivastava
Director
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Prof. Vivek Kumar

12/19/23, 2:51 PM

Quantum University Mail - Fwd: Academic Audit

Vice Chancellor

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