



**YOGI VEMANA UNIVERSITY: KADAPA.  
ANDHRA PRADESH**

**PROFORMA FOR ACADEMIC AUDIT**

**1. Basic Information**

1.1. Name of the Department : Urdu

1.2. Year of Establishment : 2017

1.3. Number of teaching staff :

Professor	
Associate Professor	
Assistant Professor	
Academic Consultants	05

1.4. Number of non-teaching and technical staff :

Non-teaching staff	02
Technical staff	

1.5. Programmes offered :

Degree	No.
UG	
PG	M.A in Urdu
PG.Diploma	
Ph.D.	

**2. Student enrollment/ Attendance**

2.1. Number of applications received and students admitted

Program mme	2016-2017		2017-2018	
	Received	Admitted	Received	Admitted
UG				
PG			<b>16</b>	<b>10</b>
PG. Diploma				

2.2. Is the record of attendance maintained for all the courses offered by the Department for the last two years? : YES

2.3. Number of students who lacked the required percentage of attendance in the last two years : NIL

**3. Curricular Aspects**

3.1. Has the curriculum been updated (Once in two years)? : Yes

3.2. If 'No', specify the reasons :

3.3. If 'Yes', list the percentage of syllabus changes made : New course

3.4. Have the changes been made in tune with the feedback of the students/employers/alumni? : YES

3.5. Whether skill/employability based courses have been included or not: YES

**4. Time-table and Workload**

4.1. Are copies of the timetable for all courses offered by the department for the last two years maintained? : Yes

4.2. Has provision been made for UG/PG student seminar(s) in the timetable? : Yes

4.3. Are details of seminar presentation for the current Semester available? : Yes

4.4. Total number of teaching hours of the Faculty/ Department/Centre : 36+36 = 72

Year	Semester	Total No. of contact hours/week	Total No. of Theory hours	Total No. of Practicals/Labs hours
2016-17	Odd	36	36	
	Even	36	36	
2017-18	Odd	36	36	
	Even	36	36	

4.5. Average no. of contact hours / week /faculty member : 18h/week

4.6. Average no. of hours devoted for research including project Guidance/week/faculty member :

4.7. Number of hours devoted for Extension Activities in a week : 1 h/week

### 5. Internal Assessment

5.1. Where the Internal examination held as per the schedule? : Yes

5.2. If 'No', please specify the reason :

5.3. Average number of days within which answer papers were returned to the students after evaluation : 15 days

5.4. Are Internal examination records maintained for all courses offered by the Faculty/Department? : Yes

### 6. Outreach programmes in association with NSS unit. if any

6.1. Does the department participated in outreach programme (details may be provided ) : YES

6.2. Number of students participated in this programme :20

### 7. Student support activities

7.1. Does the Department have any student Support activity? : Yes

7.2. If 'No', specify the reasons :

7.3. Are the records of such activity maintained? : YES

7.4. Number of students received/receiving financial assistance from the government: 08

7.5. Number of field visit / industrial visit made / student projects arranged  
by the department with University permission : 00

7.6. Number of students selected for summer internship/ internship. : 00

7.7. Number of popular lectures delivered by subject experts in the  
department. :

7.8. Initiatives taken for remedial programme for slow learners : YES

7.9. How many students have participated in national level  
Sports meet. :

7.10. No. of National/State level awards won by the students : 00

7.12. Whether student feedback is obtained for all courses : YES

7.13. Any opportunity is given to enhance communication skills of the  
students: YES

## **8. Doctoral Programmes**

8.1. Number of Scholars admitted : 00

8.2. Is admission for Ph.D. done as per UGC norms : YES

8.3. Number of Research scholars getting financial Asssistace  
Provide details : 00

8.4. Number of Ph.D.'s awarded in last two years : 00

8.5. Have you introduced coursework for Ph.D.? as per UGC norms: YES

8.6. Do you insist on Plagiarism check : YES

8.7. Are research pre-synopsis presentation conducted at the Department  
level? : YES

8.8. Whether plagiarism certificate is obtained before submission of Ph.D.  
thesis : YES

## **9. Research Activities**

9.1. Number of research proposals sent by the faculty members to various agencies during the last two years : 00

9.2. Number of research projects sanctioned during the last two years: 00

9.3. Total funds mobilized through projects in the last two years: 00

9.4. Number of ongoing sponsored projects in the Department during the last two years : 00

9.5. Has the Department applied for FIST : No

9.6. No. of collaborative projects with other Institutions/Industries : 00

### **10. Seminars/Conferences / webinars**

10.1. Number of Seminars/ Conferences/ webinars Organized by the Faculty/Department in the last two years :

National :  
International :

10.3. How many international visits were made by the Faculty members in the last two years (show Faculty, Country visited and purpose in a tabulated form) : 00

### **11. Research**

11.1. Number of books and chapters in edited volumes Publications in the last two years : 00

11.2. Number of Research papers Published in the last two years: 00

11.3. Highest impact factor of the article published in last two years :

11.5: Has the Department/Faculty applied/granted for any patent :  
No


If Yes: give details

### **12. Any Others**


- 12.1 Details of awards/recognition won by the staff in the last two years : Nil
- 12.2. Major contribution in the extension domain :
- 12.3. How many MoU's have been signed in the last two years and with whom? (show in tabular form) Nil

IQAC Remarks:

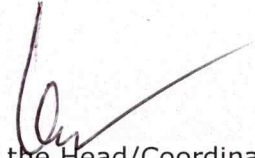
Conduct Seminars periodically

  
Director, IQAC, 22.08.2018

Suggestions :  
1. Language lab should be established.  
2. Permanent faculty should be recruited

  
Signature of External Expert I

Signature of the Head/Coordinator

  
I/C Head  
Dept. of Urdu  
Yogi Vemana University  
KADAPA (A.P)

  
Registrar  
REGISTRAR  
YOGI VEMANA UNIVERSITY  
KADAPA-516 005.

y.s. Sharada  
Signature of External Expert II