



DOON (P.G.) COLLEGE OF AGRICULTURE SCIENCE & TECHNOLOGY

CAMP ROAD SELAQUI, DEHRADUN-248011 (UTTARAKHAND)

(Under the Management of Maharani Laxmi Bai Memorial Educational Society)

AFFILIATED TO HEMVATI NANDAN BAHUGUNA GARHWAL UNIVERSITY

(--A CENTRAL UNIVERISTY--)

ISO 9001:2008 Certified

Dated-20/06/2023

Notice

The meeting of Internal Committee for Academic and Administrative Audit(AAA) has been scheduled on 23/06/2023 at 11 am .All the members of committee are requested to attend the meeting on time.

Agenda :

1. Overall status of academic and research progress
1. Review of NAAC criteria wise information

Copy to:

Chairperson

IQAC Coordinator

Representative from Management

Representative from Academics

Representative from Administration

External Members

PRINCIPAL
Principal
Doon (PG) College of Agriculture
Science & Technology
Selaqui, Dehradun



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23/06/2023

Internal Committee for Academic and Administrative Audit

Proceedings

Proceedings of the Internal Committee for Academic and Administrative Audit meeting held on 23/06/2023 at 11 am in IQAC room of the college.

The following members were present;

1. Dr. R R Dwivedi
2. Ch. Dariyav Singh
3. Mr. R K Mishra
4. Dr. Roop Kishore Sharma
5. Dr. Satish Chaudhary
6. Dr. Arvind Shukla
7. Dr.K.K. Das

Agenda :

1. Overall status of academic and research progress
2. Review of NAAC criteria wise information

Resolutions:

1. The overall status of academic and research progress report was explained by academic coordinator.
2. The data received from various departments was also reviewed and necessary suggestions were discussed and informed to the respected departments.
3. It was decided to schedule Internal AAA on 29 /06/2023.
4. The meeting was concluded by vote of thanks by IQAC coordinator.

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Date- 23/06/2023

Internal Committee for Academic and Administrative Audit

Attendance

S. No.	Name	Designation	Signature
1.	Dr. R R Dwivedi Principal	Chairperson	
2.	Ch. Dariyav Singh Chairman	Representative from Management	
3.	Mr. R K Mishra Examination Controller	IQAC Coordinator	
4.	Dr Satish Kumar Coordinator Administration	Representative from Administration	
5.	Dr. Roop Kishore Sharma Coordinator Academics	Representative from Academics	
6.	Dr. Arvind Shukla	External Member	
7.	Dr. K.K. Das	External Member	

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Date-29/06/2023

To ,
The Director,
DCAST,Selaqui,
Dehradun

Sub: Submission of Internal AAA report.

Respected Sir,

With reference to above subject, I would like to inform you that the College Internal AAA was done on 29/06/2023 for the verification and validation of the data. Please find the detailed attached report of the same.

Thanking you,


PRINCIPAL

Principal
(Chairperson)
Doon (PG) College of Agriculture
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Enclosure : Internal Audit Report for the academic year 2022-23

Copy to:

IQAC Coordinator

Representative from Management

Representative from Academics

Representative from Administration

External members





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Academic and Administrative Audit

Internal Audit Report: 2022-23

B. Preliminary Information:

7. Name of the College: Doon (P. G.) College of Agriculture Science and Technology

Camp Road, Selaqui, Dehradun

8. Address : Camp Road, Selaqui, Dehradun- 248011 (Uttarakhand)

9. Telephone Number : 9548001418, 9548059985

10. Email.ID : info@dpmc.in

11. Website : www.dpmc.in

12. Programs offered by the College:

S. No.	U G Programs:	S.No.	PG Programs
1.	B.Sc. (Hons.) Agriculture	1.	M.Sc.(Ag) Agronomy
2.	B.Sc.(Hons.) Horticulture	2.	M.Sc. Horticulture
3.	B.Sc.(Hons.) Forestry	3.	M.Sc. Forestry
4.	BCA	4.	M.Sc. Zoology
5.	BBA	5.	M.Sc. Botany
6.	B.Lib.	6.	M.Sc. Chemistry
7.	B.Ed.	7.	M.Sc. Environmental Science
8.	B.A.(Hons.)Mass Communication((Journalism)	8.	M.B.A. (I.B.)
		9.	M.A. Education


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Criterion	Items	Verification Yes/No	Comments
1. Curriculum Aspects	1. Semester/Annual Curriculum plan available	Yes	As per HNB Garhwal University
	2. Attendance Register Maintained	Yes	Appreciated
	3. Coverage of Syllabus	Completed	Appreciated
	4. Value Added Courses /Field visits/Educational Tours/Awareness programs as a part of Curriculum enrichment	Yes	Appreciated
	5. Feed back obtained and analyzed	Yes	Appreciated


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Criterion	Items	Verification Yes/No	Comments
2. Teaching Learning and Evaluation	1. Student –Centric Teaching and Learning methods	Yes	Experimental and Participative learning methodologies are practiced. Efforts need to be taken for motivating all the students to get involved in such practice.
	2. Programs conducted for advanced learners and slow performers	Yes	Verified the supporting methodologies.
	3. ICT enabled tools and E- learning resources	Yes	Appreciated
	4. Skill based and simulation based learning	Yes	Appreciated
	5. Mentor – Mentee System	Yes	Appreciated
	6. Continuous Internal Assessment	Yes	Appreciated


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Criterion	Items	Verification Yes/No	Comments
3. Research ,Innovation and Extension	1. Dissertation work/Field trial for fulfillment of UG and PG degrees	Yes	Scope for further improvement
	2. Workshop/Seminars/FDP/Conferences /Training programs on research methodology, IPR, Entrepreneurship ,Skill development conducted	Yes	Appreciated
	3. Paper/Articles/Books published in indexed journals/UGC Care listed Journals	Yes	Noted and Scope for further improvement
	4.MOU and Collaboration Activities	Yes	Noted and Scope for further improvement

R. Dew
Principal
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4. Infrastructure and learning Resources	1. ICT enabled facilities	Yes	ICT enabled classrooms and seminar halls available
	2. Laboratory facilities with equipments as per norms	Yes	Noted and scope for further improvement
	3. IT Facilities 4. (computer with internet bandwidth)	Yes	Appreciated
	5. E-library facilities, library books, journals, number of new books and journal added and amount spent	Yes	Noted and scope for further improvement


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5.Student Support and Progression	1. Number of students benefited by scholarships /career advancement and guidance for competitive examination	Yes	Noted and Scope for further improvement
	2. Capacity enhancement schemes	Yes	Noted and Scope for further improvement
	3. Student council and its activities/involvement in extra-curricular and co-curricular activities	Yes	Appreciated
	4. Study tour/Industrial visit/Exhibition/internship training achievement	Yes	Appreciated
	5. Redressal for grievances ,Anti-ragging measures	Yes	Appreciated
	6. Alumni forum and engagement activities	Yes	Noted and Scope for further improvement


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6.Governance ,Leadership and Management	1. Minutes of Meeting of Institutional Committees	Yes	Noted
	2. Implementation of E-governance	Yes	Appreciated
	3. Welfare measures for teaching and non-teaching staff	Yes	Noted
	4. Financial support to teaching staff to attend conferences/workshop etc.	Yes	Appreciated
	5. Professional and Admin training program organized	Yes	Appreciated
	6. Teaching staff undergoing FDP	Yes	Noted
	7. IQAC Cell activities and initiative	Yes	Appreciated


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7. Institutional Values and Best Practices	1. Promotion of Gender equity	Yes	Gender equity programs organized. Female faculties available in internal complaints committee for sexual harassment, Women grievance ,anti-ragging committee.
	2. Degradable and non-degradable waste disposal as per norms, Use of Alternate sources of Energy, Water conservation facilities and Green campus initiatives	Yes	Waste management is carried out efficiently. Biogas plant, LED bulbs and power efficient equipment are used . Water conservation facility available.
	3. Disabled-Friendly and barrier free environment	Yes	Appreciated
	4. Activities conducted regarding constitutional obligations /commemorative days	Yes	Noted
	5. Best Practices	Yes	Best practices of sustainable development. Scholarship schemes for underprivileged .
	6. Institutional Distinctiveness	Yes	Appreciated

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Overall Comments and Suggestions:

All the department heads and faculties are informed to focus more on research and publications and motivate UG and PG students to emphasize on innovative work.

All the department heads and faculties are here by informed to focus more on publishing chapters and text book publications.

All concerned committees are advised to conduct Seminars/Conferences/workshops

/Entrepreneurship programs on regular basis in the college.

All the students including alumni are motivated to participate in all the co-curricular activities.


The overall status is appreciable but there is also further scope for improvement to be recognized globally.

Internal Academic and Administrative Audit Committee:

Name: Dr. R R Dwivedi

Signature: 


Name: Ch. Dariyav Singh

Signature: 

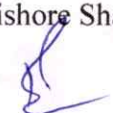
Name: Mr. R/K Mishra

Signature: 

Name : Dr. SatishKumar


Signature: 

Name: Dr. Roop Kishore Sharma

Signature: 

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Name: Dr. Arvind Shukla

Signature: 

Name: Dr. K.K. Das

Signature: 