

## Amrita Vishwa Vidyapeetham

### Anticipated Questions from NAAC Peer Review Team (PRT)

#### Curricular aspects

1. In what way are you ensuring that the curriculum design is aligned with the institutional goals and objectives? Can you provide some examples?
2. Do you have examples to show that the curriculum addresses the current local/regional/national/global needs of stakeholders?
3. Do you have any courses related to gender, environment, sustainability, ethics & values?
4. In what way do you ensure that employability is a significant consideration in developing the curriculum?
5. In what way does the curriculum include value-based education?
6. Are all the department faculty members involved in providing inputs for curriculum development? How is that done? Are there documents to show that the inputs are captured?
7. Do you have a mechanism for formally collecting inputs/feedback on curriculum design & development from industrial employers and academic experts from eminent institutions?
8. What kind of value-added courses do you offer (something that benefits students, but is not part of the curriculum)?
9. How many Board of Studies (BoS) meetings have you had in the reporting period (Jul2014 to Jun2019 and/or till date)?
10. What is your mechanism for adding new electives to the curriculum?
11. What is your mechanism for offering new PhD level courses? Do you have a list of PhD courses offered by faculty members of your department?
12. How many choices are typically offered for an elective course? Do you have policies on minimum number of student registrations for the elective choice to be offered?
13. Do you offer elective courses that are open to students of other departments/branches?

#### Teaching, Learning, and Evaluation

1. How do you ensure transparency in the admission process for your programs? Do you have a flow chart for the admission process?
2. What is the typical student gender ratio in your various programs?
3. How do you address student diversity w.r.t. teaching and learning (slow-learners, fast-learners, etc.)?
4. Do you have a mechanism for mentoring students?
5. What are your strategies and mechanisms for fast and slow learners?
6. Are there some well established practices implemented for advanced preparation by teachers for offering courses (lesson plans, evaluation scheme, recommended pedagogical methods, etc.)?
7. How do teachers document the classroom transactions (attendance, evaluation, etc.)?
8. What kind of ICT & audiovisual aids are used in regular teaching & evaluation?
9. How many faculty members do you have? How many of them have a doctoral degree?
10. What is the process involved in recruitment of faculty members?

11. What are the policies for promotion of faculty members?
12. How do you address student grievances regarding evaluation?
13. How do you ensure security of the evaluation process?
14. What are the reforms and improvements in the evaluation process undertaken?
15. What are the opportunities for experiential and/or project-based learning available for the students? Have you tried out any of these?
16. How is student performance monitored on a regular basis? What follow up actions are taken based on the individual and group performance?
17. What is the typical course load for a teacher? Does it depend on the designation (Prof. vs. Asst. Prof., etc.)?
18. Do you conduct any orientation for new faculty? How often? What is covered in these sessions?
19. How do you ensure that the question papers are created in a judicious way, and of high standard?
20. What are the faculty development activities conducted by the department?
21. What is the policy regarding sponsoring faculty members for attending development activities outside the institution?
22. Provide some examples of prestigious faculty awards and recognitions.
23. What is the mechanism for collecting student feedback on courses? What kinds of follow up actions are taken? Have you documented these?

#### **Research, Consultancy, and Extension**

1. (To HOD): In what ways do you encourage, motivate, and provide incentives to faculty members for doing research?
2. What are the thrust areas of research?
3. What are the main research facilities belonging to the department?
4. What resources are available for researchers (e.g. library facilities, e-journals, etc.)?
5. If a faculty member wishes to file for a patent, what kind of support is provided?
6. How many journal publications have come out in the last five years?
7. What are the major funded projects owned by this department (completed and ongoing)?
8. Has the department conducted national/international scholarly events (conferences, workshops, seminars)? What are some significant outcomes of these events?
9. How do you encourage students to conduct research?
10. How many research scholars (PhD students) do you have? How many PhD graduates has the department produced?
11. What kind of consultancy services have you offered to industry/other departments/other institutions?
12. Can you provide some highlights of the most significant social service activities undertaken by the department?
13. What are the collaborative activities with industry/R&D Labs/other institutions (in India & abroad)?
14. How do you ensure integrity in the research process?
15. Do you have an incubation center for faculty & student innovation?
16. What support is available for patenting from the institution?

## **Infrastructure and Learning Resources**

***(Note: The following part can be done at a school/campus level)***

1. How do you ensure that the following facilities are adequate relative to the normal requirements (provide numbers):
  - a. Classrooms
  - b. Seminar halls
  - c. Computer labs
  - d. Auditoria
  - e. Hostels
  - f. Mess Hall
  - g. Canteens
  - h. Library
  - i. Gymnasias
  - j. Services (Banking/ATM, Accounts, Administration, Travel booking, etc.)
2. What is the set up for maintenance and upkeep of the campus facilities?
3. What are the facilities available for sports & games?
4. Do you have a gym facility? What are its highlights?
5. What library automation software is used at your central library?
6. How many books are there in your library?
7. How many international & national journals are being subscribed at your library?
8. What are the e-journals available? Which databases?
9. Do you have any rare books or manuscripts in the library?
10. How many computers are there in the campus? Servers?
11. What is the internet bandwidth available in the campus? Wi-Fi bandwidth?

## **Student progression and support**

1. Please provide some statistics on placements and progression to higher studies.
2. Provide some highlights of student accomplishments with respect to:
  - a. Academics
  - b. Sports
  - c. Cultural activities
  - d. Social work
  - e. Entrepreneurship
  - f. Research
3. What kind of support do you provide for students who excel in sports or extracurricular activities?
4. What is the constitution and activities of your student council?
5. Are students represented in academic and administrative bodies of the institution?
6. What is the process of student counseling? Who does this?
7. Do you have an alumni association? What are its activities? Any support given to the department or institution?

### **Governance, Leadership, and Management**

1. Can you describe the
  - a. University vision & mission?
  - b. School vision & mission?
  - c. Department vision & mission?
2. What are the activities that align you to the university & institutional vision & mission?
3. What is the leave policy for faculty members? For non-teaching staff?
4. How do you conduct performance assessment and appraisal for staff?
5. What are the organizing committees that regularly meet and frame policies, rules & regulations? Is there any decentralization in decision-making?
6. How do you perform budget planning and review?
7. Do you have an active cell for preventing sexual harassment in the workplace?
8. Do you have grievance redressal committees for staff and students?
9. Is the IQAC active in the school? What are their main contributions in the last five years?
10. What is your departmental contribution to IQAC? Who are the departmental members in the school level IQAC? What major initiatives have happened through IQAC?
11. Do you have a departmental IQAC? What are its initiatives?
12. What are the incremental improvements that you have seen in the last 5 or 7 years through IQAC?
13. What are the avenues for your welfare?

### **Innovations and Best Practices**

1. What is yours and your departmental contribution in terms of your university's best practice of Live-in-Labs?
2. In what way have you and your department benefitted from the international initiatives of AMRITA? Any initiatives that have resulted in global impact?
3. "Compassion-driven research" is the distinctive feature of the university. What do you mean by this?
4. What is your and your departmental contribution to this distinct compassion-driven research aspect of the university?
5. Provide highlights of efforts undertaken towards environment consciousness, waste management, sustainability and green practices
6. What are some best/innovative practices that you have implemented in the last seven years?
7. What are some examples of streamlining existing academic functions, and what has been the impact of streamlining?
8. What are some examples of streamlining existing non-academic functions, and what has been the impact of streamlining?
9. How do you ensure safety & security of students and staff on campus?
10. What are the various extension activities that have benefitted the local community in the neighborhood of the campus?