

**JK LAKSHMIPAT UNIVERSITY  
JAIPUR**

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**NOTE**

Date: 28.09.2017

**Subject: Action Taken Report 2016-17**

Action Taken Report of Academic and Administrative Audit (AAA) for the Academic Year 2016-17 attached.

Put up for your approval please.



Prasanta Swarnakar  
Deputy Registrar



Vice Chancellor





**JK LakshmiPat University, Jaipur**  
Action taken report of Academic and Administrative Audit  
(ACADEMIC YEAR: 2016-17)

**Date of Audit:** 07 August 2017 – 11 August 2017

**Audit Committee Members:**

**Name and Designation:** Dr. Pushendra Singh, Associate Professor-IET

**Name and Designation:** Dr. Punam Mishra, Assistant Professor-IM

S. No.	Aspect	Recommendation	Action Taken
1	Academic	<ol style="list-style-type: none"><li>1. Industry experts should be invited to interact with students.</li><li>2. Inputs of all the stakeholders should be considered in updating the curriculum.</li><li>3. Industrial visits should be arranged department wise.</li><li>4. There is a need to adopt good mentoring practices.</li></ol>	<ol style="list-style-type: none"><li>1. Department heads have been asked to arrange the interaction of industry expert with the students.</li><li>2. Institute heads have been asked to update the curriculum with the inputs received from all the stakeholders.</li><li>3. Department heads have taken the responsibility to ensure the industry visit for all the students</li><li>4. Faculty members have been synthesised with the good mentoring practices and advised to follow those.</li></ol>
2	Research contributions	<ol style="list-style-type: none"><li>1. Faculty members should focus on publishing in reputed conferences and peer-reviewed journals.</li><li>2. All faculty members should participate in FDP/STTP/workshops.</li></ol>	<ol style="list-style-type: none"><li>1. Institute heads have started to motivate the faculty members for publishing in reputed conferences and peer-reviewed journals.</li><li>2. Director-IET and Dean-IM have been requested to send Faculty members to attend the relevant FDP/STTP/workshops.</li></ol>
3	Lab Facilities	<ol style="list-style-type: none"><li>1. Lab staff should be allowed to attend the workshop/training programmes to learn the new technical skills.</li><li>2. The virtual labs can be an excellent addition to the existing facilities.</li></ol>	<ol style="list-style-type: none"><li>1. Director-IET has been requested to send lab staff for attending the workshop/training programmes.</li><li>2. All the faculty members have been advised to see the possibility to perform some experiments on Virtual labs.</li></ol>
4	Learning Resource Center (LRC)	<ol style="list-style-type: none"><li>1. An academic repository is advisable.</li></ol>	<ol style="list-style-type: none"><li>1. Librarian has been requested to set up the academic repository.</li></ol>
5	Examination Section	<ol style="list-style-type: none"><li>2. The quality of question papers can be improved.</li><li>3. To evaluate practice schools, faculty members should visit the</li></ol>	<ol style="list-style-type: none"><li>1. Institute heads have started reviewing the question papers and advising the faculty members to</li></ol>



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		industries and interact with the industry mentors.	ensure the quality of the question papers. 2.Guidelines for the industrial visit of faculty members has been made, and the process has started.
6	Computer Facilities	<ol style="list-style-type: none"> <li>1. Software "STAD PRO" should be made available.</li> <li>2. Scheduled maintenance of the computers and updating with the latest software versions is desirable.</li> <li>3. More printers can be installed.</li> <li>4. Wi-fi connectivity should be provided at all places.</li> <li>5. Internet bandwidth could be increased.</li> </ol>	<ol style="list-style-type: none"> <li>1.The system administrator has been requested to check the demand for mentioned software and other essential software and start purchasing process.</li> <li>2.System admin asked to ensure the proper maintenance of PCs and printers.</li> <li>3.Many wi-fi routers have been installed and only a few places are left, which will be covered soon.</li> <li>4.The system administrator has been requested to do needful to increase the internet speed.</li> </ol>
7	Campus Facilities	<ol style="list-style-type: none"> <li>1. Some classroom furniture needs repair.</li> <li>2. Sports facility should be improved.</li> <li>3. There is a scope of improvement in the cleaning of hostels.</li> <li>4. The solar PV panels should be cleaned periodically.</li> </ol>	<ol style="list-style-type: none"> <li>1.The Estate officer has been asked, to ensure the proper maintenance of furniture in the classrooms; to maintain the playgrounds properly; to maintain cleaning in hostels; to ensure cleaning of solar panels with safety.</li> </ol>