

## ACADEMIC AND ADMINISTRATIVE AUDIT CERTIFICATE

The External Quality Assurance Cell has conducted Academic and Administrative Audit of the Academic Year 2022-23 for Doon University, Mothorowala Rd, Doon University Campus, Kedarpur, Dehradun, Uttarakhand 248001

The purpose of the audit was to ensure that the academic and administrative practices followed in the campus are in accordance with the Academic policies adopted by the institution. With this in mind, the specific objectives of the audit were to evaluate the adequacy of the management control framework the Departments to ensure that they are in compliance with the applicable regulations, policies and standards.

During the initial planning of the audit, an analysis was conducted in order to identify, evaluate and prioritize the quality parameters in line with the global accreditation standards. The analysis was based upon an examination of the policies, manuals and standards that govern the academic quality and sustainability, on data analysis, and on the results of preliminary interviews with personnel considered key in the academic/administrative management in the campus. The criteria and methods used in the audit were based on the identified risks.

The methodology used included physical inspection, review of the relevant documentation, and interviews. Reliance was placed on the third-party data provided by the institution.

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## Statement of Assurance

This audit has been conducted in accordance with the *International Standards for the Professional Practice of Internal Auditing*.

In our professional judgement, sufficient and appropriate audit procedures were completed and evidence gathered to support the accuracy of the conclusions reached and contained in this report. The conclusions are based on a comparison of the situations as they existed at the time of the audit with the established Criteria

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**Academic and  
Administration  
Audit**

**2022-2023**

**Doon University**

## Introduction to Academic Audit

The main objective of an academic audit is to ascertain departments have put in place adequate and effective quality assurance mechanisms in terms of strategies, procedures, their applicability, that ensures quality inputs and consequently quality outputs; their agility in ensuring continuous improvements along with review of available resources, their optimal utilization, additional resource requirements for providing quality education.

An increasingly prevalent trend in the higher education scenario in India in recent years is the willingness and drive by institutions and universities to introduce systems and practices in their work environment and establish high standards and benchmarks to guide their performance in keeping with the institution's vision and mission. More and more of Institutions and universities in the country volunteer to subject their activities and performances to be critically reviewed and audited by national and international agencies. The contributions by national bodies such as the National Assessment and Accreditation Council (NAAC) in the educational sector, NABH in healthcare practices and NABL in laboratory practices have sensitized an increasing number of forward-looking establishments in the country to participate, learn and benefit from the expertise and readiness of these agencies to foster such participatory learning. Creation of internal quality assurance mechanisms that help to inculcate the gains made from such efforts in the day-to-day work ethics and organizational culture of the institution is an indispensable requirement in any quality assurance scheme.

Part – A

SL. No	Particulars	Answers	
1	Has Institution appointed a permanent Registrar?	Yes	
2	Is she/he Ph.D.?	Yes	
3	Number of professional Programmes held for non-teaching staff in the last two years:	04	
4	Is the perspective and strategic plan prepared and being followed in the Institution?	Yes	
5	Office Automation		
	1	Administration	
	a.	Admission Processes	
		- Online Admission	Yes
	b.	Enrolment	Yes
	c.	Maintenance of Records	Yes
	d.	Declaration of Results	Yes
	2	Accounts	
	a.	Fees Collection	Yes
	b.	Maintenance of accounts	Yes
6	Is there a College website ?	Yes	
7	Is it updated till 2018	Yes	
8	Is the College Library automated?	Yes	
	a. Record of Books	Yes	
	b. Issue and Return of Books	Yes	
9	Does the library provide open access facility?	Yes	
	a. To all	Yes	
10	Is there Internet facility in the library?	Yes	
	a. For all	Yes	
11	Is there an Anti-ragging Cell in the college?	Yes	
12	Are there any Welfare schemes?	Yes	
13	Is there a Women's Development Cell/Anti Sexual Harassment Cell?	Yes	
14	Is there a functional Alumni Association? (Minimum of 1 meeting per year)	Yes	
15	Do you organize Institution & Stake holders meet (minimum one meeting per year)	Yes	

Sl.No	Particulars	Answers
1	Total Permanent Staff (Teaching)	59
2	A. How many faculties have attended FIP?	52
3	B. Faculties who have attended Refresher or Orientation Courses	52
4	Participation of Faculties in Capacity Building Workshops (CBCS, MMI, UDISHA, NME-ICT, KMP etc)	52

5	Innovative Practices	No Vehicle Day, Adoption of Plants by students, Adoption of Villages by School
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Sl.No	Particulars	Answers
1	Percentage of teachers with M.Phil as the highest qualification:	78%
2	Articles in refereed Journals, Books and Edited volumes	Yes
3	Are you generating resources through consultancy?	No
4	Sponsorship of events and resources generated	Yes
5	State /National/ International level Seminars/workshops/conferences organized during last 1year/ 2 years.	Yes
	a. Sponsored research projects:	07
	Completed	07
	Ongoing	0
	b. Unsponsored research	12
	Completed	12
	Ongoing	0

Sr. No	Particulars	Score
1	Number of effective teaching days (Number of working days – Exam days)	185-22
2	Use of Power Points in Classes	Yes
3	Does the Institute do anything for the improvement in learning quality enhancement?	Yes
4	Do you conduct study visits, field trips, Exhibitions learning quality enhancement?	Yes
5	Are any Personality development programmes conducted?	Yes
6	Do you organize & document various extra-curricular activities?	Yes
7	a. Is there a student council in place?	Yes
	b. How often do they meet? 2 or more times	More Times
8	Does your university have any Feedback Mechanism (students, Faculties & Industry)?	Yes
9	Do you have any Community Audit Mechanism? (through Stake holders)	Yes
10	Discipline, Decorum & Ambience (in class and campus.)	Yes

11	Innovative Practices (Specify)	Best Article Award, Best Dissemination Award, Best PHD Thesis Award. Earn While You Learn
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<i>Sl.No</i>	<i>Particulars</i>	<i>Answers</i>
1	Campus Area	55000 sqft
2	Campus Ownership	<b>STATE GOVERNMENT</b>
3	Office Space	<b>Yes</b>
4	Do you have separate reading area for student & Staff?	<b>Yes</b>
5	Laboratories	Yes
6	Security	Yes
7	Potable Water facility	Yes
8	Power Backup facility	Yes
9	Washroom facility (for Male)	Yes
11	Washroom facility (for Female)	Yes
12	Washroom facility (for Staff)	Yes
13	Parking	Yes
14	Class rooms (as per requirement)	Yes
15	Staff room (Tick only one) Staff room with separate cabins	Yes
16	Seminar Room	Yes
17	Common room (Girls)	Yes
18	Health Centre facility	Yes
19	Sports Facility	Yes
20	Indoor Sports facility	Yes
21	Gymnasium	-
22	Hostel (Boys)	<b>Yes</b>
23	Hostel (Girls)	<b>Yes</b>
24	Transportation for students	<b>No</b>
25	Support services (Bank/PO/Xerox)	Atm-Bank
26	Canteen	<b>Yes</b>
27	Approach Road	Yes
28	Garden	Yes
29	Auditorium/ Assembly Hall	Yes
30	Internet facility: For Staff & students	Yes
31	Overall Maintenance	Yes

Part – B

Departmental Activities Details

Departmental Seminars

Sl. No	Seminar	Start Date	Level	Sponsor	Type	Venue	Status
1.	Synergistic training program utilizing the scientific and technological infrastructure (STUTI)	27-01-2023 to 02-02-2023	National	DST	National	Doon University	Done
2.	Panel Discussion- Reimagining Positive Peace in the context of Climate Change, Health and Social Issues in Uttarakhand	20-09-2023	National	NA	National	Doon University	Done
3.	National Seminar- Development Experiences of Uttarakhand	23-24th September 2023	National	CPP	National	Doon University	Done
4.	Discussion- Analysis of State Finances in India	10th October	National	CPP	National	Doon University	Done
5	Nuclear power plant in India	15-Mar	National	Narora Atomic Power Station	National	Doon University	Done



	and safety issues			(Department of Atomic Energy).			
6	Raman Effect: From Scattering to Spectroscopy and beyond	24-May-23	National	IIT Indore	National	Doon University	Done
7	Raising Awareness About the Optics Industry in India	23-Jun-23	National	Doon Optical System	National	Doon University	Done
8	CLINICAL ASSESSMENT AND TESTING	26-28 SEPT 2022	National	N.A	National	Doon University	Done
9	Bhartiya Lok Chitrakala	03-08-2022	National	N.A	National	Doon University	Done
10	Cinematic Colour Design: Ponyo Movie	21-Nov-22	National	Ponyo Movie	National	Doon University	Done
11	Live streaming of G20 University Connect Program	26/04/2023 to 03/05/2023	National	N.A	National	Doon University	Done

Departmental Events

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Sl. No	Department	Event	Date of Event	Attended	Invited	Venue
1	Two Day Japanese Cultural Event "DokiDoki"	24-05-2023 and 25-05-2023	Student of University	Vice Chancellor	Doon University	Japanese
2	Media & Communication	Photography Competition	10-04-2023	Student of University	Vice Chancellor	Doon University
3	Media & Communication	Fervour2023-The Media Fest	25-26 May 2023	Student of University	Vice Chancellor	Doon University
4	Cultural Committee Doon University	Poster Making Competition	10-04-2023	Student of University	Vice Chancellor	Doon University
5	Cultural Committee Doon University	Skit Competition	12-04-2023	Student of University	Vice Chancellor	Doon University
6	Mass Communication	Elocution Competition	13-04-2023	Student of University	Vice Chancellor	Doon University
7	German	Frühlings fest 2023	16-05-2023, 17-05-2023	Student of University	Vice Chancellor	Doon University
8	Japanese	Spring Festival 2023 (Cultural Program)	01-03-2022	Student of University	Vice Chancellor	Doon University
9	Cultural Committee	Quiz, Speech Competition	28-02-2023	Student of University	Vice Chancellor	Doon University

		and Talent Show				
10	Social Sciences	Life and words of Shri Sundarlal Bahuguna: A tribute	26-05-2023	Student of University and others	Vice Chancellor	Doon University
11	Social Work and Psychology	World Elder Abuse Awareness Day	15-06-2022	Student of University and others	Vice Chancellor	Doon University
12	Social Work	“The Role of Social Workers and Voluntary Organisations During Pandemic”	03-06-21	Student of University and others	Vice Chancellor Prof. Harsh Dobhal, Prof H.C Purohit, Dr. Naresh Mishra, Dr. Rajesh Bhatt	Doon University
13	SENR	World Ozone Day - 2022	16-09-2022	Student of University and others	Vice Chancellor	Doon University
14	SENR	Himalayan day celebration	09-09-2022	Student of University and others	Vice Chancellor	Doon University
15	Cultural Committee	Online quiz on Basics of research	15-04-2023	Student of University	Vice Chancellor	Doon University
16	Cultural Committee	Online quiz on Disaster Awareness Course	27-03-2023	Student of University	Vice Chancellor	Doon University

17	Computer Science	Computer course quiz series-1	15-04-2023	Student of University	Vice Chancellor	Doon University
18	Computer Science	Computer course quiz series-2	15-04-2023	Student of University	Vice Chancellor	Doon University
19	Social Work	Exploring career opportunities in social work around the globe	29th June	Student of University and others	Anu Thomas	Doon University

#### Departmental Guest Lectures

Sl. No	Department	Lecture	Topic	Resource Person	Organized By	Start Date
1	Management	Guest Lecture	Good publication practices-2022 updated guidelines for developing scientific publications	Prof. H.J Gosh Roy	School of Management	N.A
2	Management	Guest Lecture	Searching, Writing, Presentation and Publication of Scientific Papers	Prof. V.K Singh	School of Management	N.A

3	Physics	Guest Lecture	Fermentation: Interplay of microbes, immunity and nutrition		Doon University	N.A
4	Design	Guest Lecture	Universal Human Values (UHV) AICTE & Doon University	Ms Dhriti Dhaundiyaal	Doon University	N.A
5	Management	Guest Lecture	Transforming experiences in corporate governance	Prof. Edo de Vette	School of Management	25-07-2022
6	Management	Guest Lecture	Contemporary issues and challenges in business management	Prof H.J Ghosh Roy, Prif Narendra Kumar	School of Management	N.A
7	Management	Guest Lecture	Career Prospectus in Posiness Management	Prof. H.J Ghosh Roy	School of Management	30-07-2018
8	Management	Guest Lecture	Corporate Lecture	Mr. Mayank,	Hero Motor Corporation	N.A
9	Management	Guest Lecture	Leadership in the corporate world	Mr. Rajesh Kumar	BHEL, Haridwar	N.A
10	Management	Guest Lecture	Corporate Lecture	Mr. Amit Gambir	School of Management	N.A
11	Management	Guest Lecture	GST and Economics Growth		School of Management	N.A
12	French	Guest Lecture	Special Lectures on Belgian French	Rachel lectures	Dept. of French	N.A
13	Spanish	Guest Lecture	Lecture on Evaluation	Dr. Gaurav Kumar	Dept. of Spanish	N.A

			fora class of ELE			
14	French	Guest Lecture	Francophone Literature of North Africa	Prof Ashish Agnihotri, JNU	Dept. of French	1 day, 2023
15	Spanish	Guest Lecture	Lecture on Evaluation fora class of ELE	Jawaharlal Nehru University, Dr. Gaurav Kumar	Dept. of Spanish	2 hours

#### Departmental Projects

Sl. No	Department	Title	Start Date	Duration	Funding Agency	Grant Received	Grant Sanctioned	Status
1	Design	Designing for Information, Education & Communication Collaterals for Namami Gange	2021-22	6 months	State Project Management group (SPMG) Namami Gange	5.00	5.00	Done
2	Design	SDG Goalkeeper Field Documentation	2022-23	5 months	UNDP/CPPGG, Govt. of Uttarakhand	3.95	3.95	Done

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3		Dr. Ambedkar Centre of excellence Scheme	2021-22	12 months	Dr. Ambedkar Foundation	5.00	5.00	Done
4	Physics	Exciting MoS <sub>2</sub> Nanosheet-One Dimensional Periodic TiO <sub>2</sub> Nanotube based Setro structured for light harvesting application	2019-20	36 months	SCIENCE & ENGINEERING RESEARCH BOARD (SERB)	1.98	1.98	Done
5	SENR	Studies on Sophorolipids induced Phytoremediation of Heavy Metal Contaminated Soil	2018-19	36 months	SCIENCE & ENGINEERING RESEARCH BOARD (SERB)	22.9	22.9	Done
6	SENR	Studies on Sophorolipids induced Phytoremediation of Heavy Metal Contaminated Soil	2019-20	36 months	SCIENCE & ENGINEERING RESEARCH BOARD (SERB)	5.5	5.5	Done
7	SENR	Studies on Sophorolipids induced Phytoremediation of Heavy Metal Contaminated Soil	2020-21	36 months	SCIENCE & ENGINEERING RESEARCH BOARD (SERB)	7.00	7.00	Done
8	Physics	Development of cost effective tool to study atmospheric gravity waves using radio remote sensing technique.	2018-19	12 months	SCIENCE & ENGINEERING RESEARCH BOARD(SERB) (Ramanujan Fund)	21.93	21.93	Done

9	Physics	Development of cost effective tool to study atmospheric gravity waves using radio remote sensing technique.	2019-20	12 months	SCIENCE & ENGINEERING RESEARCH BOARD(SERB)( Ramanujan Fund)	20.00	20.00	Done
10	Physics	Development of cost effective tool to study atmospheric gravity waves using radio remote sensing technique.	2020-21	12 months	SCIENCE & ENGINEERING RESEARCH BOARD (SERB) (Ramanujan Fund)	19.00	19.00	Done
11	Chemistry	Metal and Metal chalcogenide nano particles: catalytic and sensing applications.	2018-19	36 month	SCIENCE & ENGINEERING RESEARCH BOARD (SERB)	6.5	6.5	Done
12	Chemistry	Metal and Metal chalcogenide nano particles: catalytic and sensing applications.	2019-20	36 month	SCIENCE & ENGINEERING RESEARCH BOARD (SERB)	7.00	7.00	Done
13	Mathematics	UGC BSR STARTUP GRANT	2018-19	12 month	University grants commission	10.00	10.00	Done
14	Physics	€Solar Energy Harvesting using Exotic Metal Nanoparticle- Periodically Segmented TiO2 Hybrids for Photocatalytic Applications€	2019-20	36 month	SCIENCE & ENGINEERING RESEARCH BOARD (SERB)	5.5	5.5	Done
15	Physics	€Solar Energy	2018-19	36 month	SCIENCE & ENGINEERING	30.83	30.83	Done



		Harvesting using Exotic Metal Nanoparticle-Periodically Segmented TiO <sub>2</sub> Hybrids for Photocatalytic Applications			RESEARCH BOARD (SERB)			
16	Physics	Assured Opportunity for Research Career (AORC).	2018-19	60 month	Inspire Faculty	15.18	15.18	Done
17	Computer Sciences	V- Kavach: An Attack Resilient Malware Detection Framework for virtualization environment	2022-23	12 months	DSCI	5.00	5.00	
18	Media & Communication	UGC Major Research Project	2018-19	36 months	UGC	1.55	1.55	Done
19	Mathematics	Multi-Scale Modelling in human carotid artery	2019-20	12 months	SERB	34.08	34.08	Done
20	Mathematics	Multi-Scale Modelling in human carotid artery	2020-21	12 months	SERB	3.00	3.00	Done
21	Social Science	Development of non-technology post graduate degree on course for SWAYM on Mathematical economics	2018-19	12 months	MOSC UGC	10.8	10.8	Done
22	Social Science	Development of Non-Technology PG Degree Online Course for SWAYAM.	2019-20	24 months	UGC	10.8	10.8	Done
23	Management	Strategic Mapping and	2018-19	12 months	IFAD	4.49	4.49	Done

		Supply chain optimization of ILSP Federation Live hood Collectives						
24	Management	Comprehensive Benefit Evaluation of Water Supply Systems	2018-19	12 months	USSDIP (Consultancy)	0.98	0.98	Done
25	Management	Mental Health, Stress and Resilience in Times of COVID -19: Understanding the Cross sectional Psychosocial Impact of the Pandemic on Young people in India	2022-23	12 months	ICSSR	8.00	8.00	
26	Management	Comprehensive Benefit Evaluation Study on water Supply Systems for Ramnagar, Nainital and Haldwani city	2018-19	2 years	UUSDIP	1.48	1.48	Done
27	Chemistry	Photo activation of dioxygen molecule using Fe-TPA complexes linked with ruthenium based photo sensitizer	2016-17	12 months	Ministry of Science	16.99	16.99	Done
28	Chemistry	Photo activation of dioxygen molecule using Fe-TPA complexes	2019-20	12 months	Ministry of Science	25.61	25.61	Done

		linked with ruthenium based photo sensitizer						
29	Chemistry	Photo activation of dioxygen molecule using Fe-TPA complexes linked with ruthenium based photo sensitizer	2020-21	12 months	Ministry of Science	223.85	223.85	Done
30	SENR	UNNAT BHARAT ABHIYAN	2018-19	12 months	UBM	1.75	1.75	Done
31	SENR	Data assimilation of satellite Observations into the regional chemical transport model (CTM) for air quality reanalyses and forecasts over India	2019-20	12 months	DST-SERB	2.00	2.00	Done
32	Physics	Effect of ion-irradiation on different component of hybrid solar cells.	2019-20	36 months	Inter University Accelerator	1.92	1.92	Done
33	SENR	Development of innovative clay based nano porous materials for methane enrichment of Biogas to bio-methane at high pressure	2018-19	12 months	SERB-DST	4.09	4.09	Done
34	SENR	Development of innovative clay	2017-18	12 months	SERB-DST	19.87	19.87	Done

		based nano porous materials for methane enrichment of Biogas to bio-methane at high pressure						
35	SENR	Development of innovative clay based nano porous materials for methane enrichment of biogas to bio-methane at high pressure	2019-20	36 months	DST-SERB	5.09	5.09	Done
36	Physics	Radio sensing of D region using VLF waves	2020-21	12 months	UGC Startup	8.00	8.00	Done
37	Management	IEC Activities for Namami Gange	2020-21	12 months	Namami Gange	2.00	2.00	Done
38	Physics	CRS	2020-21	12 months	UGC- DAE-CSR	4.50	4.50	Done
39	Design	Public Installations for National Namami Gange Project, Government of India Funding Agency: Namami Gange Mission, Government of India	2018-19	6 months	NA	5.25	5.25	Done
40	Computer Sciences	SERB POWER	2021-22	12 months	SERB-DST	21.34	21.34	Done
41	Management	Research Methodology Course in Social Science for Ph.D.Students	2019-20	12 months	ICSSR	2.4	2.4	Done
42	Management	Research Methodology	2019-20	10 days	ICSSR	5.5	5.5	Done

		Course in Social Science for Ph.D.Students						
43	Management	Research Methodology Course in Social Science for Ph.D.Students	2020-21	12 months	ICSSR	0.9	0.9	Done
44	SENR	Doubling of Farmers income through integrated collective farming in the state of Uttarakhand	2021-22	12 months	RIST/THF	2021.52	2021.52	Done
45	SENR	A study on ecosystem services in Agro forestry system of Uttarakhand Himalays	2018-19	36 months	GBPIHED	19.69	19.69	Done
46	SENR	The Pranmati Basin, Himalayan Critical Zone Observatory (PBHCZO)	2021-22	12 months	Ministry of Earth Sciences	94.09	94.09	Done
47	Design	Gendered Identity & Participation of Women in Community and Crafts of Uttarakhand	2021-22	24 months	ICSSR	8.00	8.00	Done
48	SENR	Documentation of Traditional knowledge in central Himalayas for Sustainable development.	2019-20	12 months	TKS System	11.86	11.86	Done
49	SENR	National Mission on	2018-19	12 months	NHMS	82.91	82.91	Done

		Himalayan Studies.						
50	SENR	Documentation of Traditional knowledge in central Himalayas for Sustainable development.	2020-21	12 months	TKS System	11.4	11.4	Done
51	SENR	Study on eco system services in agro forestry system of Uttarakhand Himalaya	2019-20	12 months	GBPIHED	2.14	2.14	Done
52	Social Science	Development of Non-Technology PG Degree Online Course for SWAYAM.	2018-19	12 months	UGC	1.35	1.35	Done

Departmental Industrial Visits

Sl. No	Department	Title	Description	Year	Date of Visit
1	Management	Industrial Visit	Hero Motors Company	2018-19	17 April 2019
2	Management	Industrial Visit	Hero Motors Company	2019-20	20 April 2020
3	Management	Industrial Visit	Hero Motors Company	2021-22	12 March 2022
4	Management	Industrial Visit	Hero Motors Company	2022-23	14 March 2023
6	Management	Industrial Visit	BHEL, Haridwar	2018-19	02 February 2019
7	Management	Industrial Visit	BHEL, Haridwar	2019-20	20 May 2020
8	Management	Industrial Visit	BHEL, Haridwar	2021-22	10 March 2022
9	Management	Industrial Visit	BHEL, Haridwar	2022-23	21 May 2023
11	Management	Industrial Visit	SIDCUL, Haridwar	2018-19	02 February 2019
12	Management	Industrial Visit	SIDCUL, Haridwar	2019-20	20 April 2020
13	Management	Industrial Visit	SIDCUL, Haridwar	2021-22	10 March 2022
14	Management	Industrial Visit	SIDCUL, Haridwar	2022-22	1 May 2023
16	Management	Industrial Visit	Pasona India Pvt Ltd,	2023	10 Jan 2022

Academic and Administration Audit

**Summary of Report:**

- The institution ensures that the number of volumes of textbooks in the library is well-maintained.
- The admission process is efficiently managed with a focus on transparency.
- The institution's academic management is dedicated to achieving desired learning outcomes.
- The teaching, learning, and co-curricular activities are thoughtfully balanced to provide students with a holistic educational experience.
- The teaching, learning, and evaluation processes are characterized by rigor and vitality.
- The institution places emphasis on ensuring equity of access in its admissions procedures.
- The admission committee diligently maintains transparency and efficiency in the admission process.
- The Institutional Quality Assurance Cell (IQAC) offers faculty enrichment programs and orientation programs for students.
- IQAC conducts feedback surveys and gathers input from various stakeholders to enhance the quality of education and institutional processes.

**Recommendations:**

- Consider increasing the frequency of professional programs offered to non-teaching staff.
- Efforts should be made to enhance consultancy projects and improve revenue generation through consultancy services.
- Consider establishing an incubation center to support and foster start-ups within the institution.
- Plan to organize a greater number of interdisciplinary seminars and conferences.
- Aim to increase the number of publications and books per teacher, thus promoting academic research and contribution

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