

**REPORT ON DELIVERING SPECIAL
LECTURE BY DR. ALAK KUMAR DAS,
PRINCIPAL THROUGH ONLINE MODE
AT HAZI DESARATH COLLCGE,
SUNDARBAN SOUTH 24 PGNS**

on

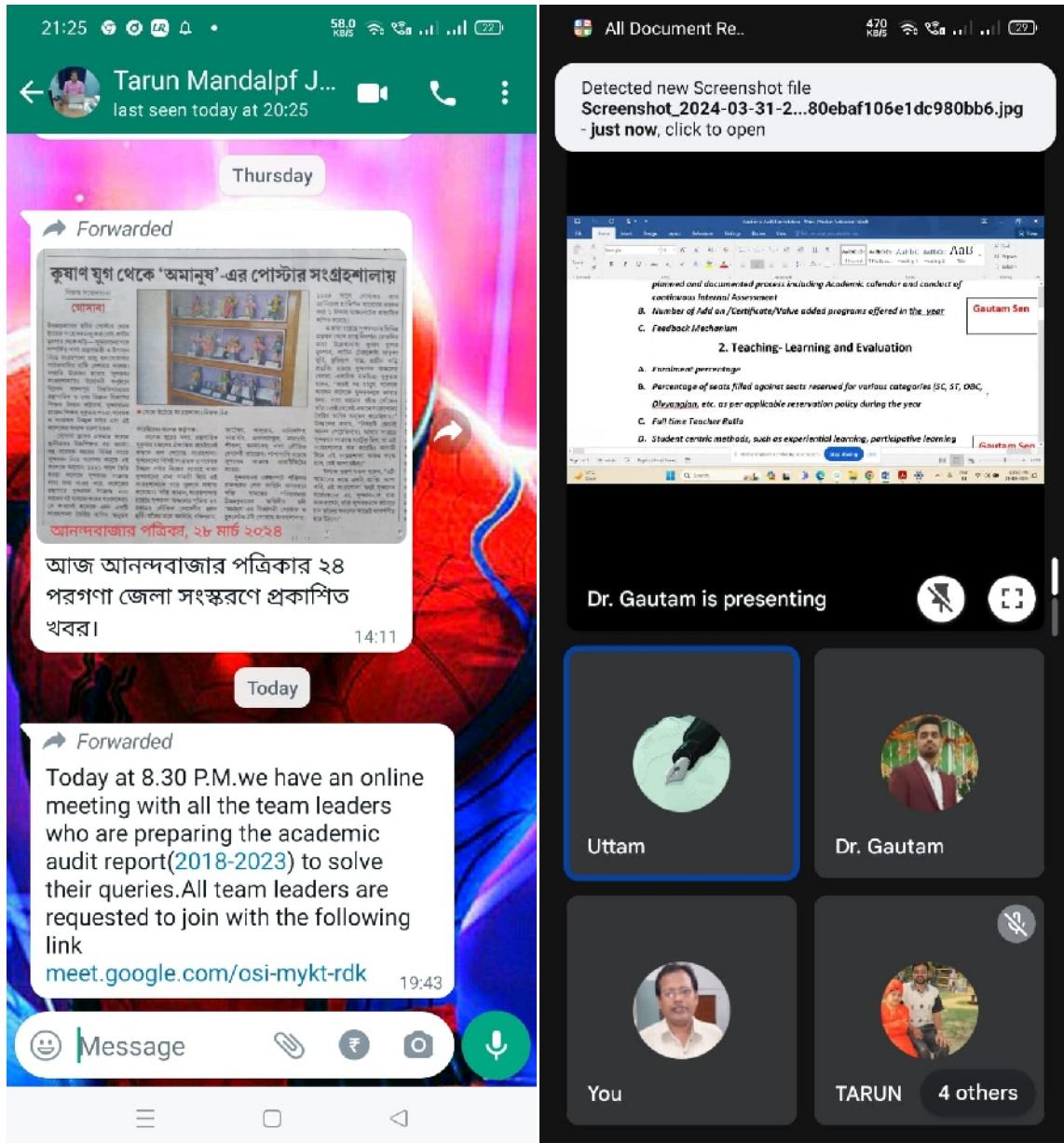
How do prepare Academic Audit Report

SUNDAY, MARCH 31, 2024

Domkal Girls' College

Introduction:

Sundarban Hazi Desarath College, Pathankhali, South 24 Pgns is our MoU partner. As per our agreement they invited our Principal Dr. Alak Kumar Das to give the details idea about academic audit and How to prepare it. As per invitation the principal Dr. Tarun Mandal has sent a link to participate in the meeting.



The purpose of an academic audit is to encourage departments or programs to evaluate their “education quality processes” – the key faculty activities required to produce, assure, and regularly improve the quality of teaching and learning.

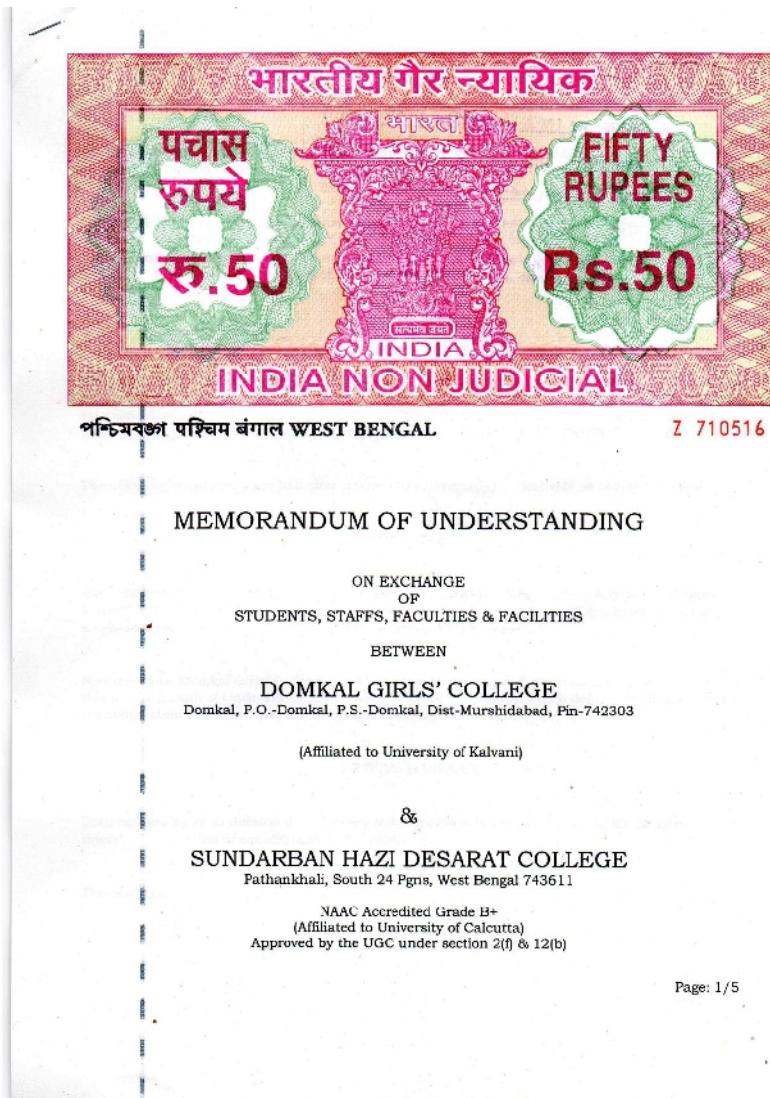
Academic and Administrative Audit (AAA) would help the Institute in improving economy, efficiency, effectiveness and transparency in institute’s administration in general and financial administration in particular. It will also help in maintaining a sound record keeping system with adequate checks and balances to ensure a sound information system for decision making by the executives. Type of internal audit consists of academic audit and administrative audit.

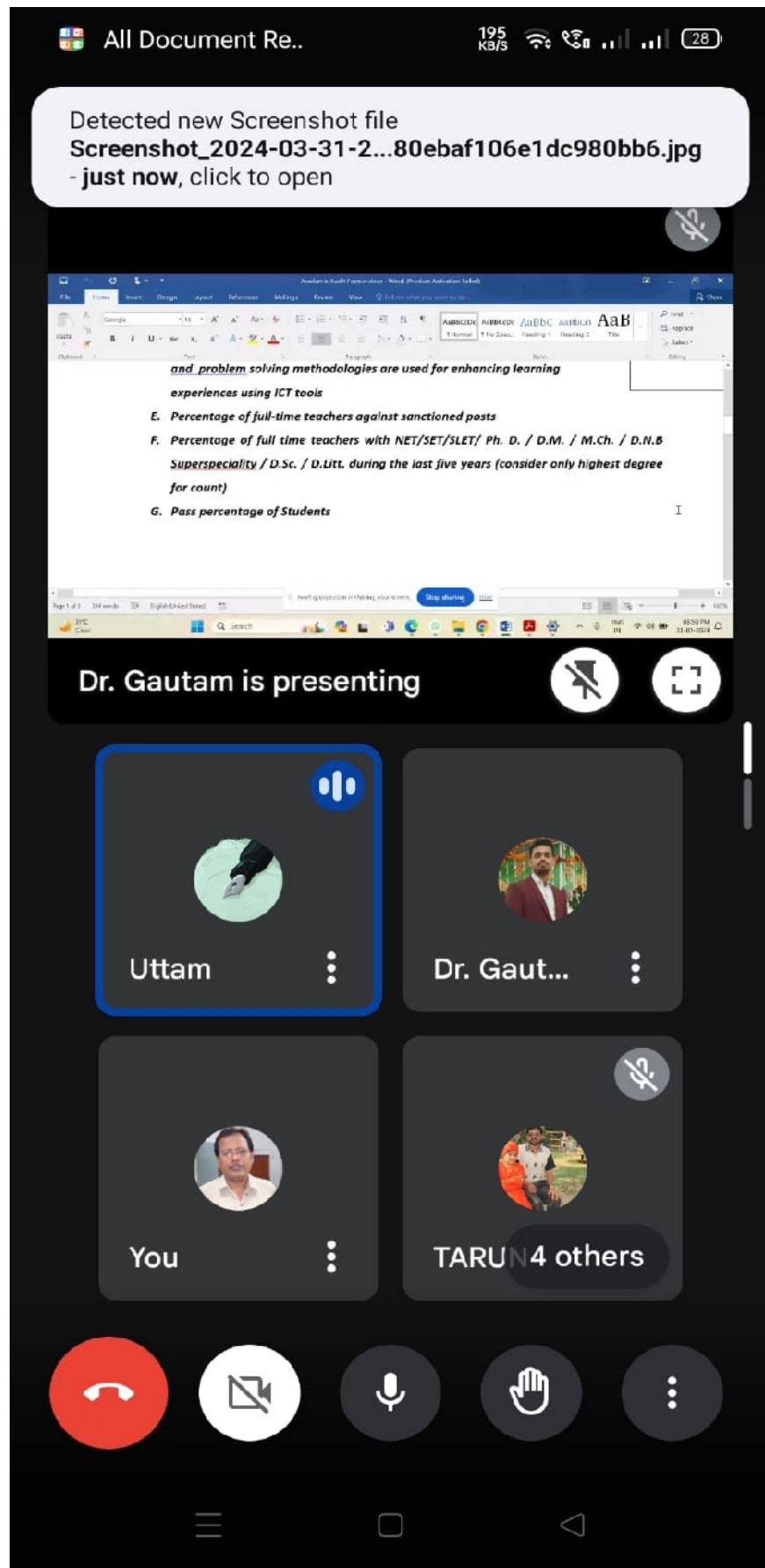
The academic audit process emphasizes reflection and improvement rather than compliance with predetermined standards. The purpose of an academic audit is to encourage departments or programs to evaluate their “education quality processes” – the key faculty and program activities required to produce, assure, and regularly improve the quality of teaching and learning. Its emphases on faculty members and departments/programs approach educational decision-making and how they organize their work, use the resources available to them and work collegially to provide a quality education in the best interests of the discipline and student learning.

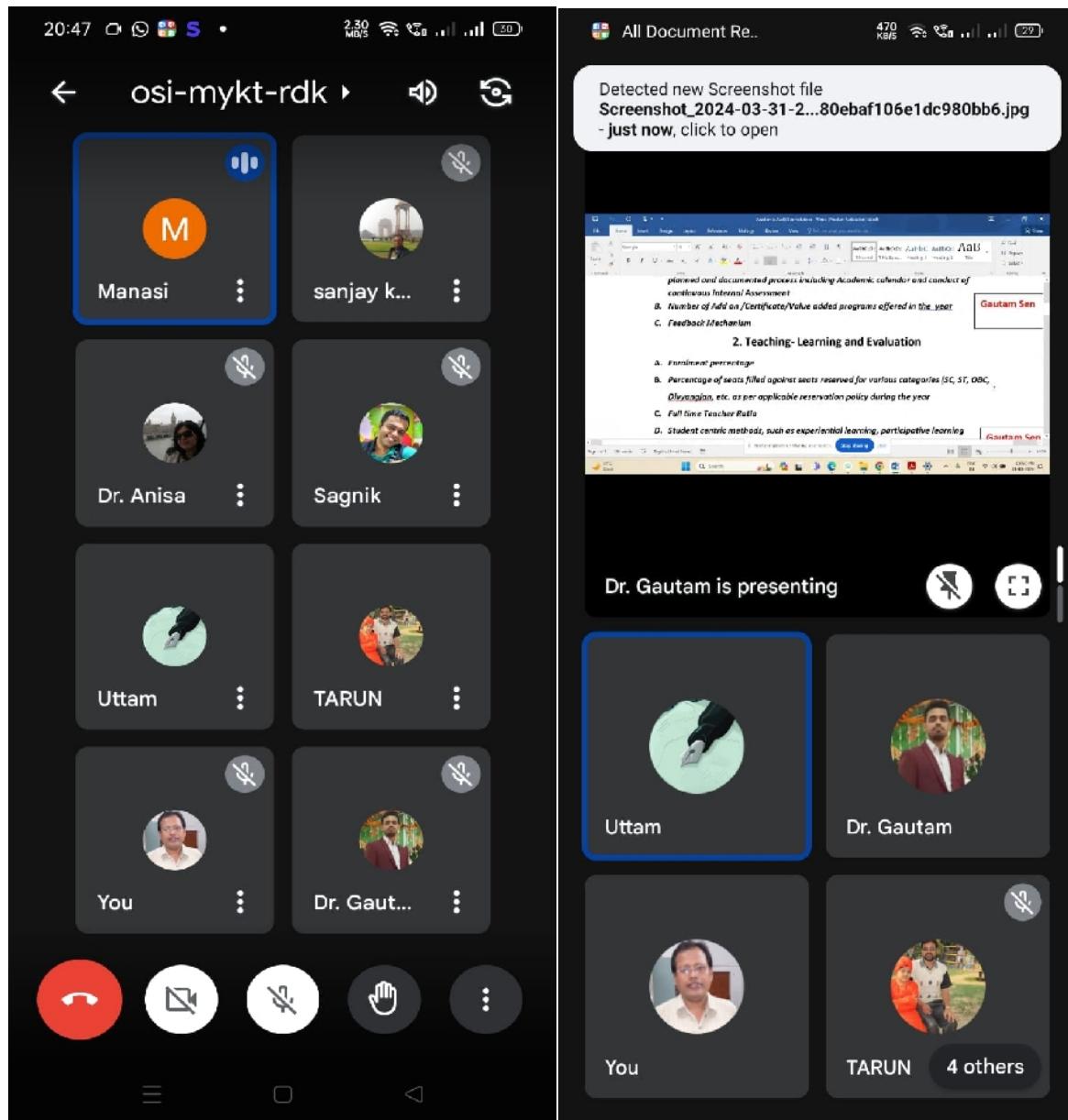
The administrative audit is a process of evaluating the efficiency and effectiveness of the administrative procedure. It includes assessment of policies, strategies & functions of the various administrative units.

The internal academic and administrative audit is conducted jointly by development and internal audit office and Internal Quality Assurance Centre (IQAC) within the institute twice a semester at department / units and external academic audit by the experts nominated by the principal. The audit office prepares, maintain and submit academic audit reports in prescribed formats for each semester at regular intervals.

Vision, Mission and action plan of the departments are assessed as a very important facet of the audit system to work upon them for formulating a larger action plan. The process of Academic Auditing intends to monitor and enhance the quality of technical education through proper guidelines for both teaching faculty and students, so as to ensure qualified engineers/researchers passing out from the Institute.







AIMS AND OBJECTIVES

- To examine and suggest improvement to the vision and mission of the departments.
- To collect primary baseline data regarding academic eco-system of the respective department.
- To interact with the faculty regarding strengths, weaknesses, challenges and achievements of the department.

- To define effectiveness of teaching – learning process and to devise methodology to confirm maximum output from faculty members as well as students.
- To ensure academic accountability.
- To assess the research potential and suggest areas that could be taken up for research by faculty during the next 12 months or more.
- To understand the existing system and assess the strengths and weaknesses of the departments and administrative units and to suggest the methods for improvement and for overcoming the weaknesses.
- To identify the bottlenecks in the existing administrative mechanisms, opportunities for academic reforms, administrative reforms and examination reforms etc.
- To suggest the methods for continuous improvement of quality



A handwritten signature in blue ink, appearing to read 'Das'.

Date: 31/03/2024

Dr. Alak Kumar Das
Principal, Domkal Girls' College
Murshidabad, W.B.

PRINCIPAL
Domkal Girls' College
Domkal, Murshidabad