

INTERNAL ACADEMIC AUDIT REPORT
FAKIR MOHAN AUTONOMOUS COLLEGE
BALASORE
2020-21

SUBMITTED BY



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Internal Quality Assurance Cell

FAKIR MOHAN AUTONOMOUS COLLEGE,
BALASORE -756001(Odisha)

Dr. Jagadish Chandra Patra
(Member)

Dr. D.K. Singh
(Member)

INTRODUCTION

Academic Audit of an educational institute is a peer review process including self-study and an assessment based upon views by learned Academicians . It is a significant component for maintaining and upgrading quality education. This internal Academic Audit is an initiative undertaken as a part of IQAC towards a goal of academic excellence . The internal committee was constituted for conduct of Internal academic Audit of all Departments for the session 2020-21 vide letter no:2335 on dated 8th July 2021. The Committee consists of the following members:

Chairman

Sri.Dillip Kumar Ghosh, HOD of Mathematics and COE (Senior Faculty)

Members

1. Dr.Ganeswar Nayak, Academic Bursar
2. Dr.Jayashree Mishra, HOD Psychology
3. Smt. M. Das Pattnayak, Coordinator, IQAC
4. Dr.Abhijit Das, HOD of Commerce
5. Dr.Dillip Bej, HOD of Zoology
6. Miss. Ruchi Mahapatra, HOD of Anthropology

AIM AND OBJECTIVES OF THE ACADEMIC AUDIT

1. The basic purpose of the Internal Academic audit was to ensure that the practices followed in the institution are in accordance with the Academic Policy laid down by Government following CBCS syllabus and the procedures adopted by College administration.
2. To evaluate the teaching process, find out lacunas, if any and suggest steps to improve in a academic, curricular and co- curricular fronts.
3. To have personal interaction with the faculty members regarding strengths, weaknesses, challenges and achievements of the Department.
4. To assess the potential of teacher and students and suggest areas that could be taken up for futuristic development of both students and teachers.
5. To physically verify various records and documents related to teaching, student evaluation, assessment and teacher enrichment programmes.

METHODOLOGY

As per the resolution of the Academic Audit committee meeting held on 9th July 2021 a common format was prepared by the Committee members for circulation among all Departments. The Departments were instructed to furnish the required information as per the format during the physical inspection by the Audit Team Members.

1. After proper scrutinization of the information sheets furnished by the departments, priorities of the audit were determined. The detailed deliberations with the faculty of the department about all aspects of academics and other allied activities were conducted.
2. All the records pertaining to academic, curricular and extra-curricular activities were studied in detail to find out the sufficiency and deficiency in academic protocol and accordingly corrections were made to upgrade the teaching and learning evaluation schemes.
3. The members of Internal Academic Audit visited the departments as per the schedule and verified the documents and interacted with the staff members..

SCHEDULE OF VISIT FOR ACADEMIC AUDIT TEAM FOR THE SESSION 2020-21

Sl.no	Members	Date and Time	Departments Visited
1	Dr.Ganeswar Nayak, Academic Bursar Dr.DillipBej, HOD of Zoology	13.7.2021 10.00 am to 12.00 noon	Political Science., Economics, Philosophy,
2	Dr.Ganeswar Nayak, Academic Bursar Dr.DillipBej, HOD of Zoology	13.7.2021 2.00 am to 5.00 noon	Education, Sanskrit, Hindi, Chemistry & Botany
3	Smt. M. Das Pattanayak, Coordinator, IQAC Dr. Abhijit Das, HOD of Commerce	14.7.2021 10.00 am to 12.00 noon	Mathematics, Computer Science Zoology, Geology.
4	Smt. M. Das Pattanayak, Coordinator, IQAC Dr. Abhijit Das, HOD of Commerce	14.7.2021 2.00 pm to 5.00 pm	Geography, Anthropology, Psychology, Sociology & Statistics 3
5	Dr. Jayashree Mishra, HOD Psychology Miss. Ruchi Mahapatra, HOD of Anthropology	14.7.2021 10.00 am- 1.00 pm	History, Odia, English, Urdu, Commercoe.
6	Dr. Jayashree Mishra, HOD Psychology Miss. Ruchi Mahapatra, HOD of Anthropology	14.7.2021 2.00 pm- 4.00 pm	BBA, Integrated B.Ed and Physics

4. Initiative should be taken to interact Alumni of the department for mentoring the students.
5. The department should organize extra-mural lectures by distinguished academicians.
6. Funds may be provided to Departments to develop the seminar library and organize seminar activities on a regular basis.
7. Necessary steps may be taken to have sufficient number of faculties.
8. Question banks should be prepared by each PG department in keeping in view the National level entrance examination.

CONCLUDING REMARKS:

This internal Academic Audit, an attempt has been made to evaluate the academic performance of the departments of the college. The main objective of this audit has been to create an awareness among the faculty members to adopt better teaching, learning methods to improve the academic outcome. Most of the departments have shown better academic and all-round performance while few departments are lagging behind. The departments should follow the above mentioned recommendations to improve teaching-learning outcomes. Seminar activities, field studies, orientation programme, extra and curricular activities with more student participation should be incorporated. The faculty members should strive for academic excellence, introduce innovative teaching, learning and evaluation and promote use of ICT methods and encourage participation of students in various activities. Faculty members should be actively involved in research projects, apply in "Odisha University Research and Innovation Incentivization Plan (OURIIP)" for funding and try for publication in SCOPUS indexed, UGC-CARE and Peer reviewed journals. Finally, every department must carefully maintain records documenting all the activities in the academic activities.

Signature of the Members:

1. Dr. Ganeswar Nayak, Academic Bursar
2. Dr. Jayashree Mishra, HOD Psychology
3. Smt. M. Das Pattanayak, Coordinator, IQAC
4. Dr. Abhijit Das, HOD of Commerce
5. Dr. Dillip Bej, HOD of Zoology
6. Miss. Ruchi Mahapatra, HOD of Anthropology

(Handwritten signatures and dates for members 1-6)

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Signature of the Chairman

Sri. Dillip Kumar Ghosh,
HOD of Mathematics and COE

(Handwritten signature and date: 30/7/2021)

(Handwritten signature and date: S. Sahu 30.7.2021)

Principal
Autonomous College
Balasore