

Academic Audit Part B

2014-15

***Audit Report
Part B***

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Audit Key Steps

Planning completed	June 2015
Field work completed	July 2015
Draft report completed and sent for management response	August 2015
Management response received	September 2015
Final report completed	December 2015
Report presented to the Management	December 2015

Prepared by the Audit and Evaluation Team

Acknowledgments

The team responsible for this audit, comprised of Sukanya Choudhury, under the supervision and direction of Suman Nandy, CISA, CISSP, would like to thank those individuals who contributed to this project, and particularly, employees who provided insights and comments as part of this audit.

Original signed by

Chief Audit Executive

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1.0 Executive Summary

In accordance with the Risk-Based Audit and Evaluation Plan of Surenranath College for 2014-15, the Audit and Evaluation Branch conducted Academic audit of the college in June 2015.

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

During the initial planning of the audit, an analysis was conducted on the methodologies of the academic policies. The analysis was based upon an examination of the policies, manuals and standards on data analysis, and on the results of preliminary interviews with personnel considered key in the Academic management in the campus. The criteria and methods used in the audit were based on the identified risks.

The methodology used included physical inspection of the campus, review of the relevant documentation, and interviews.

2.0 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.

3.0 Summary of Findings

The main findings of the audit show that, in general, all the departments are aware about the need for Academic policies at a general level.

However, on detailed review, it was observed that, as the college is implementing the Academic Policy for the first time, many of the practices followed in the institution are not in compliance with the Academic Policy of the institution, and the applicable standards. In addition, certain processes could benefit from further review in order to improve their efficiency, fairness and consistency.

4.0 About the college

In 1882 Surendranath Banerjea, eminent scholar, orator and statesman and one of the pioneers of India's struggle for self-government and freedom, took over the charge of Presidency School. In January 1884, it was renamed Presidency Institution and became affiliated to the Intermediate Standard of the University of Calcutta. Later in the same year, with permission from Lord Ripon, it was renamed as Ripon College and became a full-fledged degree College under the University of Calcutta. Surendranath Banerjea himself taught in the College for many years with rare distinction. Under his inspiring guidance a generation of students grew up with sacrifice and idealism as their guiding principles. Round him gathered some of the most distinguished scholars and intellectuals of the time and Ripon College soon came to be counted among the reputed seats of learning in the country. In 1885 the Department of Law was started. It was converted into a separate College in 1911 and it was named as Ripon Law College. The Department of Commerce was established in 1940. A branch of this College was opened in Dinajpur (now a separate College in Bangladesh) in 1942. The trustees in order to keep pace with the changing needs of the time, opened an evening Science section in 1947 and a women's section in 1948 as well. The former is now a part of Surendranath Evening College and the latter became an independent Degree College in 1960. In 1948-49 the Trustees renamed the College as Surendranath College as a mark of respect to the founder of the institutions and author of "A Nation in Making"

5.0 Audit Framework and detailed findings

The following audit framework is used for conducting Academic Audit.

5.1 Part A

QUESTIONS	BENGALI	ENGLISH	SANSKRIT	HINDI	URDU	POLITICAL SCIENCE
Are there any Teaching methods adopted to improve student learning:	NA	Yes	Yes	NA	NA	Yes
Are there any academic support staff	Yes	Yes	Yes	Yes	Yes	Yes
Does the departments have any Interdisciplinary Courses	No	No	No	No	No	No
Is there any participation of the department in the courses offered by other departments	No	No	No	No	No	No
Are there any courses in collaboration with other universities, industries, foreign institution etc.	No	No	No	No	No	No
Are there any programmes that has been discontinued	No	No	No	No	No	No
Are there any visiting faculty	No	No	No	No	No	No
Are the Department projects funded by DST-FIST; UGC, DBT, ICSSR, etc. & total grants received	No	No	No	No	No	No
Are the Research Center / facility recognized by the university	No	No	No	No	No	No
Are there any areas of consultancy and income generated	No	No	No	No	No	No
Are there any Seminars / conferences /workshops organized & the source of funding	No	No	No	No	No	No
Does department participate in institutional social Responsibility (ISR) and Extension activities	No	No	No	No	No	No

QUESTIONS	HISTORY	PHILOSOPHY	GEOGRAPHY	SOCIOLOGY	PSYCHOLOGY
Are there any Teaching methods adopted to improve student learning:	Yes	NA	Yes	Yes	Yes
Are there any academic support staff	Yes	Yes	Yes	Yes	Yes
Does the departments have any Interdisciplinary Courses	No	No	No	No	No
Is there any participation of the department in the courses offered by other departments	No	No	No	No	No
Are there any courses in collaboration with other universities, industries, foreign institution etc.	No	No	No	No	No
Are there any programmes that has been discontinued	No	No	No	No	No
Are there any visiting faculty	No	No	No	No	No
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Are there any areas of consultancy and income generated	No	No	No	No	No
Are there any Seminars / conferences /workshops organized & the source of funding	No	No	No	No	No
Does department participate in institutional social Responsibility (ISR) and Extension activities	Yes	no	No	No	No

QUESTIONS	ECONOMICS	JOURNALISM	PHYSICS	CHEMISTRY	MATHEMATICS
Are there any Teaching methods adopted to improve student learning:	Yes	Yes	NA	Yes	Yes
Are there any academic support staff	Yes	Yes	Yes	Yes	No
Does the departments have any Interdisciplinary Courses	No	No	No	No	No
Is there any participation of the department in the courses offered by other departments	No	No	No	No	Yes
Are there any courses in collaboration with other universities, industries, foreign institution etc.	No	No	No	No	No
Are there any programmes that has been discontinued	No	No	No	No	No
Are there any visiting faculty	Yes	No	No	No	No
Are the Department projects funded by DST-FIST; UGC, DBT, ICSSR, etc. & total grants received	No	No	No	Yes	Yes
Are the Research Center / facility recognized by the university	No	No	Yes	No	Yes
Are there any areas of consultancy and income generated	No	No	No	No	No
Are there any Seminars / conferences /workshops organized & the source of funding	No	No	No	No	Yes
Does department participate in institutional social Responsibility (ISR) and Extension activities	No	No	No	No	No

QUESTIONS	STATISTICS	COMPUTER	BOTANY	ZOOLOGY	PHYSIOLOGY
Are there any Teaching methods adopted to improve student learning:	Yes	NA	Yes	Yes	Yes
Are there any academic support staff	No	Yes	Yes	Yes	Yes
Does the departments have any Interdisciplinary Courses	No	No	No	No	No
Is there any participation of the department in the courses offered by other departments	No	No	No	No	No
Are there any courses in collaboration with other universities, industries, foreign institution etc.	No	No	No	No	No
Are there any programmes that has been discontinued	No	No	No	No	No
Are there any visiting faculty	No	No	No	No	No
Are the Department projects funded by DST-FIST; UGC, DBT, ICSSR, etc. & total grants received	No	No	No	No	Yes
Are the Research Center / facility recognized by the university	No	Yes	No	No	No
Are there any areas of consultancy and income generated	No	Yes	No	No	No
Are there any Seminars / conferences /workshops organized & the source of funding	No	Yes	No	Yes	No
Does department participate in institutional social Responsibility (ISR) and Extension activities	No	No	No	No	Yes

QUESTIONS	MICROBIOLOGY	MOLECULAR BIOLOGY	COMMERCE
Are there any Teaching methods adopted to improve student learning:	Yes	NA	Yes
Are there any academic support staff	Yes	Yes	Yes
Does the departments have any Interdisciplinary Courses	No	No	No
Is there any participation of the department in the courses offered by other departments	No	Yes	No
Are there any courses in collaboration with other universities, industries, foreign institution etc.	No	No	No
Are there any programmes that has been discontinued	No	No	No
Are there any visiting faculty	No	No	No
Are the Department projects funded by DST-FIST; UGC, DBT, ICSSR, etc. & total grants received	Yes	Yes	Yes
Are the Research Center / facility recognized by the university	No	No	Yes
Are there any areas of consultancy and income generated	No	No	No
Are there any Seminars / conferences /workshops organized & the source of funding	No	No	No
Does department participate in institutional social Responsibility (ISR) and Extension activities	No	No	No

5.2 Part B

QUESTIONS	BENGALI	ENGLISH	SANSKRIT	HINDI	URDU	POLITICAL SCIENCE	HISTORY	PHILOSOPHY	GEOGRAPHY
Number of Faculties with Ph.D.	↑ 4	↓ 0	↓ 0	↓ 1	↓ 1	↓ 1	↓ 0	↑ 2	↓ 1
Number of Faculties with M.Phil.	↓ 0	↑ 1	↑ 1	↓ 0	↓ 0	↑ 2	↓ 0	↓ 0	↓ 0
Number of Faculties with PG	↓ 2	↑ 4	↑ 5	↓ 0	↓ 0	↓ 1	↑ 5	↓ 1	↓ 0
Number of faculties with National/International project	↓ 0	↓ 0	↓ 0	↓ 0	↓ 0	↓ 0	↓ 0	↓ 0	↓ 0
Number of faculties with International/National Publications	↓ 1	↓ 0	↓ 0	↓ 0	↓ 1	↓ 0	↓ 0	↑ 4	↑ 4
Number of National/International Publications	↑ 8	↓ 0	↓ 0	↓ 0	↓ 0	↓ 0	↓ 0	↓ 2	↓ 0
Number of Faculty as members in : NC, IC, EB	↓ 0	↓ 0	↓ 0	↓ 0	↓ 0	↓ 0	↓ 0	↓ 0	↓ 0
Number of Awards/ Recognitions received by faculty	↑ 1	↓ 0	↓ 0	↓ 0	↓ 0	↑ 1	↓ 0	↓ 0	↑ 1
No. of Awards/ Recognitions received by students	↓ 0	↓ 0	↓ 0	↓ 0	↓ 0	↓ 0	↓ 0	0	0
Number of eminent academicians & scientists / visitors to the department	↓ 0	↓ 0	↓ 0	↓ 0	↓ 0	↓ 0	↓ 0	↓ 0	↓ 0
Number of student enrichment programme (special lecture / workshop /seminar) with external experts held	↓ 0	↓ 0	↓ 0	↓ 0	↓ 0	↓ 0	↓ 0	↓ 0	↓ 0

QUESTIONS	SOCIOLOGY	PSYCHOLOGY	ECONOMICS	JOURNALISM	PHYSICS	CHEMISTRY	MATHEMATICS
Number of Faculties with Ph.D.	↓ 0	↓ 0	↓ 1	↓ 0	↑ 5	↑ 5	↑ 3
Number of Faculties with M.Phil.	↓ 0	↓ 0	↓ 0	↓ 0	↓ 0	↓ 0	↑ 1
Number of Faculties with PG	↓ 1	↑ 7	↑ 4	↑ 3	↑ 4	↑ 6	↑ 3
Number of faculties with National/International project	↓ 0	↓ 0	↓ 0	↓ 0	↓ 0	↑ 1	↑ 1
Number of faculties with International/National Publications	↓ 0	↓ 1	↑ 4	↓ 0	↑ 3	↓ 1	↓ 0
Number of National/International Publications	↓ 0	↓ 1	↓ 2	↓ 0	↑ 22	↑ 10	↑ 8
Number of Faculty as members in : NC, IC, EB	↓ 0	↓ 0	↓ 0	↓ 0	↓ 0	↓ 0	↑ 3
Number of Awards/ Recognitions received by faculty	↑ 1	↓ 0	↑ 1	↓ 0	↑ 2	↑ 1	↑ 2
No. of Awards/ Recognitions received by students	0	0	0	0	0	↓ 0	↓ 0
Number of eminent academicians & scientists / visitors to the department	↓ 0	↓ 0	↓ 0	↓ 0	↓ 0	↓ 0	↓ 0
Number of student enrichment programme (special lecture / workshop /seminar) with external experts held	↓ 0	↓ 0	↑ 1	↑ 2	↓ 0	↓ 0	↓ 0

QUESTIONS	STATISTICS	COMPUTER	BOTANY	ZOOLOGY	PHYSIOLOGY	MICROBIOLOGY	MOLECULAR BIOLOGY	COMMERCE
Number of Faculties with Ph.D.	↓ 0	↓ 1	↓ 1	↑ 2	↑ 7	↑ 5	↑ 2	↑ 3
Number of Faculties with M.Phil.	↓ 0	↓ 0	↓ 0	↑ 1	↓ 0	↑ 1	↓ 0	↓ 0
Number of Faculties with PG	↑ 3	↑ 4	↑ 6	↑ 4	↓ 1	↓ 1	↓ 0	↑ 6
Number of faculties with National/International project	↓ 0	↓ 0	↓ 0	↑ 3	↑ 1	↑ 1	↓ 0	↑ 1
Number of faculties with International/National Publications	↓ 0	↑ 2	↑ 8	↓ 0	↓ 0	↓ 0	↓ 1	↓ 0
Number of National/International Publications	↓ 0	↑ 15	↓ 3	↓ 0	↓ 1	↑ 13	↓ 1	↓ 0
Number of Faculty as members in : NC, IC, EB	↓ 0	↑ 1	↓ 0	↑ 3	↑ 1	↓ 0	↓ 0	↑ 1
Number of Awards/ Recognitions received by faculty	↓ 0	↑ 1	↓ 0	↓ 0	↑ 1	↑ 1	↓ 0	↓ 0
No. of Awards/ Recognitions received by students	↓ 0	↓ 0	↑ 1	↑ 1	↓ 0	↓ 0	↓ 0	↓ 0
Number of eminent academicians & scientists / visitors to the department	↓ 0	↓ 0	↓ 0	↓ 0	↑ 2	↓ 0	↓ 0	↓ 0
Number of student enrichment programme (special lecture / workshop /seminar) with external experts held	↓ 0	↓ 0	↓ 0	↓ 0	↓ 0	↓ 0	↓ 0	↑ 2

6.0 Observation and Recommendation

- Departments may be encouraged to conduct research projects, through various funding options such as UGC major and minor research projects, as the percentage of faculties conducting research projects is relatively less
- Use of power point in classes for teaching learning by the students and the faculties may be reinforced
- Departments may be encouraged to invite eminent academicians and scientist to the college premises to share their knowledge with the students and faculty
- Departments may individually focus on student enrichment programmes
- Departments may initiate more awards and recognition in order to motivate the students
- Departments may be encouraged to enforce Interdisciplinary Courses
- All departments may be encouraged to participate in courses offered by other departments

7.0 Objectives and Scope

This audit was conducted for Surenranath college campus in MG Road, Kolkata and all departments of the institution operating from the MG Road, Kolkata campus.

8.0 Methodology

In order to meet its objectives, this audit combined physical inspection with a review of relevant documentation and interviews with various stakeholders.

Review of the Documentation

For the purpose of this audit the Academic Policy of the institute was reviewed.

Interviews

Interviews were conducted with the Principal, and also faculties and students.

Physical Inspection

The audit team was in college to inspect the campus.

9.0 Declaration

I agree with all the recommendation and observation mentioned in this report.

Original signed by

Principal with Seal