

ICSSR SPONSORED TWO – DAY NATIONAL SEMINAR
ON
ACADEMIC AND ADMINISTRATIVE AUDIT OF TEACHER EDUCATION
INSTITUTIONS: NEED OF THE HOUR

Organized By
Raj Rajeshwari College Of Education, Bhota, Distt Hamirpur (H.P) - December 22 & 23, 2015

INAUGURAL SESSION



Inaugural session of ICSSR sponsored Two-day National Seminar commenced sharply at 10:00 A.M. on December 22, 2015 with the reception of Chief Guest Prof. Nain Singh and resource persons. Mrs. Reena Heera, Assistant Professor (organizing Secretary) extended her formal welcome to the Chief Guest, Resource Persons and participants from different institutions across the country. The Convener of the seminar Mrs. Meenakshi soni , Assistant Professor welcomed and introduced the Chief Guest of the Seminar Prof. Nain Singh HPU- Shimla with his achievements, Mrs. Meenakshi Soni also extended her warm welcome to eminent resource persons viz. Dr. Sandeep Berwal, Associate Professor ,BPS Women University, Khanpur Kalan, Sonapat, Harayana ; Dr.Vimal Kishor, Assistant Professor ,Sikkim University , Sikkim ;Sh. T.R.Sharma, chief Editor, Him Academy. Hamirpur (H.P);and Dr. Jayashree Samantaray, Principal, Trisha P.G College of Education Jol Sappar Hamirpur (H.P) and highlighted their life achievements and educational contribution . The Chief Guest and Resource Persons were given honour and chairs on the stage. After offering prayer to Goddess Saraswati, Himachal Pradesh University Kulgeet was sung by all. Prof. Nain Singh, the Chief Guest of the inaugural session in his address focused that it is the need of the hour to bring quality in our education system. In the present Competitive educational environment, it is necessary to achieve remarkable academic standards. The academic and administrative audit provides an opportunity for a

regular strategic overview of an institutions teaching learning process. It is the process by which the authorities assure themselves the quality of learning process. The purpose of academic and administrative audit will not only be to evaluate the performance but also to give suggestion for further improvement in teaching, research, administration and other academic and non- academic activities. He also emphasized that aims, objectives, curriculum and contents are to be revised. Effective, academic audit tries to explore various institutional difficulties and determines various quality parameters for effective functioning; these are the needs of the day.

Sh. Manjit Singh,Chairman of the governing body of the college management conveyed vote of thanks to the Chief Guest, Resource Persons, Staff, students, Participants and Media Persons with the message that we all stakeholders should try our level best to improve the quality of teacher education and strive for excellence in this area.

PLENARY SESSION-I

The first plenary session was chaired by **Sh. T.R.Sharma**. In this session two resource persons viz. **Dr. Sandeep Berwal and Dr. Vimal Kishor** shared their vision and expertise on academic and administrative audit of teacher Education Institutions.

Dr. Sandeep Berwal focused that Academic and Administrative Audit is a model of self- reflection of the institution. Academic management, Academic Practices, infrastructure facilities are key parameters of Academic Audit. The purpose of an academic audit is to encourage departments to evaluate their education quality processes the key faculty activities required to produce, assure, and regularly improve the quality of teaching and learning. Dr. Berwal explained in detail three challenges in education – Access, Equity and Quality. The IQAC's of the NAAC, state and institutions must have collaboration regarding the Academic Audit. He concluded his speech by saying that Academic and Administrative audit is a system to control and maintain high standards in the field of higher education.

Dr. Vimal Kishor focused his speech mainly on the commitment to quality assurance in higher education through continuous improvement of teaching and learning processes lies at the heart of the institutional audit initiatives. The quality of education varies from institution to institution. The criteria of institutional audit cover two broad areas which will form the focus of evaluation during the audit: Mission of the institution ; links between planning, resource allocation and quality management; and teaching learning, research, consultancy, knowledge transfer and community engagement. He concluded his speech by saying that institutions should focused on the seven criteria of NAAC to prepare themselves for the audit and institutions should take the audit as a challenge and should not run away from it.

At last **Sh. T.R. Sharma**, chairperson of the first plenary session highlights the main points of both the speakers. He emphasized that for effective perusal of academic and administrative audit, we need to improve the grass root level either government or private institutions. The success of any system of education is evaluated in terms of its qualitative aspects, its activities and achievements. He concluded the session after having queries of participants.

THEMATIC SESSION-1

The thematic session was divided into three session viz. wisdom session, thematic session and dialogue session. These sessions were conducted simultaneously at three places viz. Seminar Hall, Boys common Room and Conference Hall.

WISDOM SESSION (MULTIMEDIA PRESENTATION)

Dr. S. K. Panda chaired the session in the seminar Hall. In this session 10 paper presentations were made by the participants .

Dr. Shashi Punam suggested that education holds the greatest key to development for any nation. It lays the foundation for a continuous and equitable growth for the country. In educational institutions effective record keeping benefits all teaching and non teaching staff.

Dr. Shashi Kant Sharma stressed that academic and administrative audit is internal quality assurance defined by the policies and practices of an education institution in monitoring and improving the quality of their education.

Dr. Sanjeev Kumar reported in his paper the basic requirements for conduct of audit. The purpose of the audit is not complicate the procedure of maintaining the financial records but it is merely to simply it, not to criticize, but to assist the institution.

Vandna Anand emphasized that teacher must possess perfection in his teaching. If the teacher will not fulfill their responsibilities with devotion obviously the students' performance will suffer. So it is necessary to evaluate the teachers.

Surabhi Aggarwal stressed that the institution which strive to attain excellence are always on the move to contribute more to the growth and development of Education system. The monitoring and evaluation of the institutional processes require a carefully structured system of internal and external introspection.

Dr. Sanjay Kumar pointed out that private sector is often heavily criticized for exploiting, for paying unfair prices, repatriating profits, crowding out local competitors etc. Working together with public development cooperation is seen as mark of self assurance & as increasing the legality of the organizations concerned.

Dr. Malkiat Singh Rana suggested the objective of an academic audit is to elicit thoughtful conversations about how to produce tangible improvements in education quality without having to spend more money.

Aman Singh stressed that an audit is a process in which inspection of the accounting procedure and records is done by a fully trained & qualified person, the main aim of an audit is to scrutinize the things of academic and administrative areas of an educational institution.

Prince Kumar Gupta emphasized that academic and administrative terms are the two sides of a coin. Quality education enables people to develop all of their attributes and skills to achieve their potential as human beings and members of society.

Asha Devi highlights that academic audit openly advocates the various principles. It is peer review process which includes a self-reflection and self improvement rather compliances with predetermined standards.

THEMATIC SESSION (PAPER PRESENTATION)

Dr. Kuldeep Singh Chandel chaired the session in the conference Hall. In this session 10 paper presentations were made by the participants.

Varuna Dahiya emphasized that the areas that can be included for annual academic and administrative audit may range from teaching, syllabi, admissions, research, examination, result, academic decisions and implementation, academic administration, facilities for students, teaching and research infrastructure, institutional infrastructure to be bench marking of best practices in internship.

Meenakshi Soni pointed out that there is growing demand to provide quality education with standard curriculum and globally acceptable system of education. Academic and Administration audit is a system to control and maintain high standards in the fields of education.

Dr. Anamica Sharma pointed that NAAC has evolved certain benchmarks for ascertaining and ensuring the quality at different levels of higher Education internal quality assurance cells are established in almost all higher Educational system to identify the benchmarks required for achieving the quality.

Manjesh Kumari emphasized the procedure to conduct Administrative Audit of teacher education institutions. Term administrative audit is standard strategy for quality enhancement of teacher education institutions.

Dr. Sangeeta Kumari Barwal highlighted that monitoring and evaluation of the institutional processes require a carefully structured system of internal and external introspection. Some of the institutions are not prepared to undertake this step mainly due to their reluctance to expose their weaknesses. However, the institutions which strive to attain excellence are always on the move to contribute more to the growth and development of Education system.

Dr. Vikas Kundu emphasized that Academic and Administrative Audit is a system to control and maintain high standards in the field of higher education.

Varun Kumar stressed the purpose of an academic audit is to encourage department or programs to evaluate their education quality processes.

Rakesh Kumar discussed the importance and relevance of AAA. The need of academic and administrative audit arises due to the fact that an institution needs to ensure the correctness of all accounts pertaining to the institution.

Indresh Kumari highlighted that effectiveness of administrative units, is necessary to advance the institutional mission and achieve excellence.

Dr. Shanta Sharma pointed out that Educational institutions should collect necessary primary data and information from all academic, administrative and infrastructural facilities and arrange to be assessed by an out-sourcing agent to ensure quality education objectively.

DIALOGUE SESSION

Dr. Sanjeev Kumar chaired the session in the Boys Common Room. In this session Renu Bala, Mrs Sunita Datta, Dr. R.k. Dhiman, Shubhra Banerjee, Anju Kumari, Neha Kumari and Monu Kumar presented their paper.

Renu Bala discussed about the role of AAA in quality of the educational institutions. She said that physical infrastructure is not found in the schools as per the records.

Sunita Datta focused that keeping of education administrative audit records as a strategy for management of educational institutions. Through institutional records, management functions such as planning human and material recourses, directing of institution programmes and funding can be enhanced.

Dr. Raj Kumar Dhiman in their paper focused on the key players in educational institutions/agencies like NAAC, NCTE, NUEPA etc. Which are committed to improve the quality of education in institutions.

Shubhra Banerjee said that internal audit is an independent management function, which involves a continuous and critical appraisal of the functioning of an entity with a view to suggest improvements and strengthen the overall governance mechanism.

Anju Kumari emphasized that Auditing is a course allows to students to take a class without the benefit of a grade or credit for a course, Administrative audit pertaining to activities related to an organization or business administration and management.

Neha Kumari highlighted that audit process focuses on the procedures and conditions that ensure appropriate levels of quality that are effective in meeting their intended purposes.

Monu Kumar said that audits at many institutions grow significantly in the future, as they can spur improvement and accountability in flexible and in expressive ways.

The session at three places was concluded after key notes and concluding remarks by the respective chairpersons. Then, participants once again assembled in the seminar Hall for discussion. After having discussion on the subthemes, relative queries were responded by the paper presenters. In this way the first day of the seminar was over at 5:30 P.M.

PLENARY SESSION-II

On 23rd December 2015 the second day of the seminar started with plenary session which was chaired by **Dr. Kulvinder Singh**, Professor Punjabi University Patiala. In this session resource person was **Dr. Jayashree Samantray** Principal, Trisha PG College of Education, Jol Sapar, District Hamirpur(H.P).

Dr. Jayashree Samantray emphasized that Both teacher and students are responsible for audit whether it is Academic or Administrative. Self evaluation is must for better quality teacher education. Aims should be clear among the students that what they want to do in future. More emphasis should be given on Teaching-Learning Process. Internal Evaluation is must, Besides this we should create different cells and committees. Different activities should be organized so that students may learn more. There should be Internal Evaluation committee for activities. Collaboration efforts are must for assigning quality in education. Student's feedbacks are necessary for teachers. Both internal and external audits are compulsory for making quality assurance in Teacher Education.

Dr. Kulvinder Singh focused that preparing professional and human Teachers is the need of the hour. A teacher should read such type of documents which covers about the Social and education systems, besides this curriculum should also include four pillars of education. Focus should also be given on the transaction part of the curriculum. Service of the teacher is for 24 hours. There are two formal teacher education programme and one non formal for teachers, But there is no special provisions for the teacher education of students of below 06 years age (Like LKG, UKG etc.) Besides Teacher Education Programmes we should also give due emphasis on other programmes which are indirectly related to teacher education programmes. More emphasis should be given to weaker sections of the society, marginalized group and the students belong to the poor families. Due care should also be given to save our institutions. Teacher is not only teaching his subject but in real sense he teaches the child. He teaches the child for the society. Every learner learns according to his pace. We should not forget the individual differences.

THEMATIC SESSION- II

Thematic session II was conducted simultaneously at three places viz. Seminar Hall, Boys Common Room and Conference Hall, **Dr. Paras Nath Sharma, Dr. Suresh Chand and Dr. Wasim Ahmad** Chaired the wisdom session, thematic and dialogue session.

WISDOM SESSION (MULTIMEDIA PRESENTATION)

Dr. Paras Nath Sharma chaired the wisdom session in seminar hall. In this session ten paper presentations were made by the participants.

Dr. Parkash Chandra Jena stressed that education in the global world seeks to preserve, transmit and advance knowledge, and is committed to bring the change for the betterment of society.

Dr. Balbir Singh Jambal highlighted in his paper that AAA formula, has recommended by UGC, in the ninth plan, because higher education is more than mere audit of financial audit as it involves administrative academic and social aspects as well as of teaching, research and extension.

Manoj Kumar Chandel focussed that AAA is a system to control and maintain high standards in the field of High Education. It facilitates excellence in higher educational institutions in the state for students by the stake holders of Higher Education, primarily by teacher.

Dr. Anju Verma said that qualities of HEIs depend on its efficiency, coordination effective implementation of its academic and administrative plans. HEIs have focused on the technical resources as well as human resources to find out the potential to be utilized for the quality enhancement and sustenance in their day to day affairs.

Dr. Sanjay Kumar discussed in his paper the role of universities and government in improving quality education in India.

Dr. Atul Thakur stressed that why audit is must. He emphasized that during the audit process the auditors uses the courteous language while drafting to income, expenditure, routine of the institutions, stock entries are the important procedures for the audit.

Jyoti walia highlighted the precautions taking into consideration while selecting the academic auditor team, academic auditor team members should be recognized as dedicated and talented faculty members and academic leaders.

Ashwani kumar focused that the applications of the best practices benchmarking can make a meaningful contribution to quality enhancement.

Dr. Pallvi Pandit said that a systematic and recurring review of academic programmes should be there for ongoing efforts to promote a critical reflection, self assessment and strategic planning towards goal achievement. The reviews of distinguished faculties of a relevant discipline should be there in order to obtain an honest appraisal of an academic institution strengths and weaknesses.

Pariksha Thakur discussed the concept of Academic and Administrative Audit in detail. Academic Audit is a mechanism to examine and enhance the quality of academic aspects of teacher education institutes.

THEMATIC SESSION (PAPER PRESENTATION)

Dr. Suresh Chand chaired the thematic session in the conference Hall. In this session Supriya Arora, Anju Bala, Dr. Anoop Beri, Dr. Sushil Kumar Singh, Satinder Kaur, Shahida Parveen, Dr. Om Parkash Bhardwaj, Dr. Ashish Sharma and Parshant Sharma presented their papers.

Supriya Arora highlighted the purpose of the Academic and Administrative Audit is to evaluate the performance of the university departments, schools and the colleges and appreciate achievements and give suggestions for further improvement of the quality of teaching, research, administration, curricular and extracurricular activities.

Anju Bala in her presentation described that NAAC have evolved certain benchmarks for ascertaining and ensuring the quality at different levels of Higher Education. IQAC established in almost all HEIs and IQAC plays an important role in improving the quality of academic and administrative activities of the institution.

Dr. Anoop Beri discussed that Higher education sector needs to deliver a high quality service and satisfy students in order to succeed in a competitive service environment.

Dr. Sushil Kumar Singh highlighted that Education is the starting point of every successful human activity. Education makes a person right thinker and a correct decision maker. Educational institutions at various levels constitute the foundation of the technological, administrative, civic, legal and other domains of a country.

Satinder Kaur discussed that higher Education institutes play an important role in the progress of the nation and qualities of these institutions depends on its efficiency, coordination and effective implementation of its academic and administration plans.

Shahida Parveen highlighted the fundamental purpose of quality assurance process is to provide the stakeholders with information about the education, its effectiveness and in the process determine information on how to improve or increase that effectiveness.

Dr. Om Parkash Bhardwaj revealed that quality can be ensured through quality assessment that the potential for quality enhancement is determined by the manner in which the evaluation is conducted and subsequent change implemented.

Dr. Ashish Sharma focused on 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.

Prashant Sharma highlighted that in order to introduce academic reforms review their progress and support reforms in different higher education institutions, it is necessary to implement AAA.

DIALOGUE SESSION

Dr. Wasim Ahmad Chaired the dialogue session in the Boys Common Room. In this session Dr. Rajesh Kumar, Mrs. Reena Heera, Dr. Parveen Kumar Sharma , Nazli, Pankaj Kumar, Nisha Chandel, Hukam Chand and Sumit Kumar presented their papers.

Dr. Rajesh Kumar suggested that academic audit is based on structured conversations among faculty, stakeholders and peer reviewers. The main aim is to improve quality processes in teaching and learning and thus enhance student success.

Reena Heera in her presentation described that auditing refers to a systematic and independent examinations of books, accounts, documents and voucher of an organization to ascertain how for the financial statements present are true and fair view of the concern.

Dr. Parveen Kumar Sharma highlighted that the academic, administrative, curricular and extra-curricular activities carried out by the faculty of the university needs to be assessed by internal committee as well as by external academicians and peers as their appreciations and valuable suggestions boost the confidence of the faculty.

Nazli focussed in her paper on providing free and compulsory education to all children of the age of 6-14 years covering children with disabilities. We often fail to realize that individual differences are an integral part of life. We need to emphasize the fact that people with disability can become as productive as the rest of us.

Pankaj Kumar emphasized that academic audit is the way to assess the academic functioning of the teacher education institutions. A teacher audit is needed to examine the skills and the abilities of the teacher, so that a teacher can bring a progressive change within the society and nation as a whole.

Nisha Chandel highlighted in her paper that auditing is a new phenomenon to the educational institutes. Initially auditing was started for the financial purpose, but its use in academic purpose is new.

Hukam Chand pointed out that an effective internal audit plays a key role in assisting the board to discharge its governance responsibilities.

Sumit Kumar highlighted the process of Academic Auditing intends to monitor and enhance the quality of teacher education through proper guidelines for both teaching faculty and students.

The session at three places was concluded after key note address and concluding remarks by the respective Chairpersons.

VALEDICTORY

The valedictory function of ICSSR sponsored Two-Day National Seminar started with the arrival of the Chief Guest – Prof. R.L. Sharma, Honorable Vice-Chancellor, Technical University of Himachal Pradesh, Hamirpur at 02:00P.M. Vice-Chancellor was given warm welcome by all the participants. Mrs. Reena Heera introduced the Chief Guest with participants and resource persons for his achievements. Then Mrs. Meenakshi Soni, Convener read out the proceedings of the Two-Day seminar in detail. After proceedings of the seminar, Vice-Chancellor was honored by sh. Manjit Singh, Chairman of the Governing Body of the College. Then, all the resource persons were also honored for their contribution in the seminar to make it successful national event. After this, Prof. R.L. Sharma distributed certificates to all the participants and congratulated them for their academic excellence. He emphasized that education in the global world seeks to preserve, transmit and advance knowledge, and is committed to bring the change for the betterment of society. To bring quality in all aspects of teacher education institutions, academic and administrative audit plays an important role. Effective academic and administrative audit tries to explore various institutional difficulties and determines various quality parameters for effective functioning; these are the needs of the day. He stressed that quality in every aspect is need of the hour and can only be brought through constant, conscious and innovative efforts on the part of every members of the society. After the address, Principal Dr. Raj Kumar Dhiman extended his vote of thanks to the chief guest, Resource persons, participants, organizing committee, media representatives, and faculty members of the college, ministerial staff and student volunteers for their valuable contribution in making this seminar a successful event. The valedictory function ended with National-Anthem by all at 04:00 p.m. on December 23, 2015.


