



ACADEMIC AND ADMINISTRATIVE AUDIT (AAA) REPORT-

2021-2022



KARANJIA AUTONOMOUS COLLEGE

KARANJIA, DIST.- MAYURBHANJ-757037, ODISHA



ACADEMIC AND ADMINISTRATIVE AUDIT (AAA) REPORT, 2021-22

The Academic Audit of all the Regular departments of both the campuses of the College was conducted for the session 2021-2022 in the month of May 2022 by the following members:

1. Prof. Krishna Chandra Mohapatra, Principal
2. Prof. Subash Chandra Jena, Co-ordinator, IQAC
3. Prof. Narendra Kumar Sahoo, Principal, D.D. Autonomous College, Keonjhar.
4. Prof. Dr. Jayanta Kumar Parida, Director, School of Social, Financial and Human Sciences, KIIT, Bhubaneswar.

The committee visited various departments and assessed their preparation for the ensuing 3rd Cycle NAAC and Autonomous Team visit in 2023-24 as per the checklist provided by IQAC, following the schedule below:

Sl No.	Date	Time	Department
1	27.05.2022	11.00 AM to 1.30 PM	English, Odia, Sanskrit, Sociology
		2.30 PM to 5.30 PM	Economics, History, Political Science and Philosophy
2	28.05.2022	10.30 AM to 1.30 PM	Botany, Zoology, Mathematics
		2.30 PM to 5.30 PM	Chemistry, Physics, Commerce

Action Taken against the recommendations of the previous audit report:

- Sports and games events to be promoted - State Level Inter-college football tournament and were conducted from date 01.11.2022 to 05.11.2022.
- All types of Audits have been conducted and reports submitted and uploaded on the website.

The members of the committee visited the departments, assessed their preparation according to the checklist provided by IQAC and made the following recommendations to be carried out immediately and submit the SSR:

1. Departmental Profiles to be prepared and follow up is continuous.
2. Ensured Mentor-Mentee records updation.
3. Provide learning material used in class to be uploaded on the LMS.
4. Geo-tagged photographs of the various events/facilities available in the departments.
5. Keeping track of scholarship, progression and placement of their students.

Review of the Recommendations and compliance by the college in the last 5 years, the duration of the Assessment are herewith mentioned below (Post accreditation quality initiatives (second and subsequent cycles))

- Online application and admission system, Online examination during Covid, e-despatch have been implemented.



- With the grant of major funding viz., RUSA and IDP- World Bank, resources are mobilized and equitable distribution is made to the various teaching departments. A corpus fund is established, as recommended.
- All together, around 125 co-curricular activities have been organized by various departments in the last 5 year period.
- Sports facility has been enhanced and a State-level Inter-college football tournament has been organised by the College from 01.11.2022 to 05.11.2022 for the academic session 2021-22 due to Covid-19 pandemic. Two gymnasias, one in-door and another open gym especially for campus residents have been set up. Two Ladies hostels and three Boys hostels, one quarter for principal and two quarters for staff are there. Duty doctors visit boys and Ladies hostels regularly.
- The extension activities of the college are laudable and has gone an extra mile to build the institute-community relationship by offering various activities like, Witch hunting, Nishanivarana, health & hygiene, mushroom cultivation, medicinal plant- indigenous knowledge.
- 34 Faculty have been recruited and sponsored by the Higher Education Department, Govt. of Odisha to the institution since the last Peer Team Visit in 2016.
- A comprehensive vision and action plan has been developed and attempts are being made to fulfill each of the goals therein.
- IQAC has been regularly monitoring and conducting various activities related to academics, sports, extension and administration.
- The Institution has a strong mechanism for delegation of power and operational autonomy to all the functionaries to work towards the decentralisation and participatory management. And it has been strictly adhered for the smooth functioning of the management and ensuring a democratic work culture within the institution.
- As the college has been granted Autonomous status in the year of 2011 by UGC and confirmed by the State Govt. in 2015, since 2015 we are working in democratic spirit by giving autonomy to different departments for making alternations and changes about 20% of syllabus keeping in view of the local needs and it is also unanimously decided by the meeting of the Board of Studies.
- The Administration in the college has been decentralised by the authority by assigning of several Bursars such as Administrative Bursar, Accounts Bursar, Academic Bursar and Head of the Depts. There are also various committees such as Finance Committee, Purchase Committee, Construction Committee, Beautification committee, Examinations Committee, Library Committee and Grievances Redressal Committee etc. to look after the various issues related with them.
- e-despatch, CAPA (College Accounting Procedure Automation), Bulk messages through Whatsapp Group of students and faculties, SAMS (Student Academic Management System in online mode), Information to students through website karanjiacollege.com have been introduced for smooth management of the administration.



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