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2019-2020

ACADEMIC AND ADMINISTRATIVE AUDIT REPORT FOR INSTITUTION, DEPARTMENTS & SECTIONS MANAGED BY RTM NAGPUR UNIVERSITY, NAGPUR

Academic and Administrative Audit Report

1.0   Preamble

The mission of our University is to promote excellence in academic for a vibrant and inclusive society based on the knowledge creation and dissemination. Institution needs to introspect to identify the strength and grey areas in teaching, research and extension and administration to develop and excelin academic and administrative matters in tune with the vision and mission of the University. These identified areas need   corrective measures have to be initiated to achieve excellence in education which will help in sustainable development of the society and country as a whole.

2.0   Audit

The Academic and Administrative Audit (AAA) Committee visited all the academic departments, conducted colleges, centers, hostels and administrative sections etc. of the RTMNU **from 15ᵗʰ -20ᵗʰ Oct., 2020.** The committee, verified information furnished by the Departments and Administrative sections, and looked into various aspects. This year due to the COVID-19 Pandemic there were many changes indulged into the teaching and learning, examinations and extension programmes. Also, the University Hostels were closed for last 8 Months as they were being allotted to the NMC for making its as COVID Centre.

- Teaching-learning and extension programmes developed and adopted during the pandemic time and otherwise also.
- Use of ICT for teaching and learning.
- Research output in terms of patents, research publications.
- Paper presentation during workshop and conferences, number of ongoing research projects and their potential.
- Research collaborations with individuals and institutions, consultancy services.
- Number of Ph.D. awarded, number of students qualified NET/SET/GATE examination, and number of research students working in the Department.
- Awards and recognitions received by the faculty and the students.
- Community linkages established and other activities initiated by the Departments.
- Status of infrastructure for academics, research and administration
- Student performance in terms of examination results.
- General administration including financial matters.
- Strength and weaknesses

3.0 Observations

3.1. General

- The university has sincerely pursued its stated vision and mission of producing students with adequate skill based knowledge in various disciplines. Though some challenges were faced due to COVID-19 but the administration has tried its best to resolve these challenges and allowed the smooth functioning of the University.

- The academic programmes follow the CBCS pattern at the post-graduate level.

- The University supports research by funding research projects to the faculty. The outcome of the projects is evidenced in the term of the presentation made during seminars, conferences and published work.

- The faculty actively participated in a large number of interactive projects particularly webinars, online faculty development programmes, out-reach programmes including round tables, panel discussions, quiz and various extension activities.

- Departmental libraries need to be strengthened more in terms of infrastructure, print research Journals, e Journals and e books. Along with this, as the physical access was denied to the students due to Covid-19, the Libraries allowed remote login to all its students so that they can access the online contents and also issues books to students so that they can read it at home.

- Departments require more improved infrastructural support, for research activities particularly the infrastructure required for online teaching and learning, video conferencing and data storage facilities.

- ICT used in the departments needs to be strengthened by providing adequate infrastructure support.

- Encouragement provided to Ph.D. students in terms of financial assistance is quite helpful and have positive impact.

- Students require facilities for sports and recreational activities for their overall physical and mental growth and development.

- The faculty needs to put efforts in obtaining financial assistance from various national and International funding agencies.

- The engineering section required to be strengthened and effective maintenance of various establishments needs to be taken up on priority.

- The attention must be given for the filling of regular statutory, teaching and not teaching positions in the university.
- The university has taken initiative to conduct online examination for the final year students as directed by the Supreme Court and UGC.
- On the basis of online examination, the results were generated for the final year students.

3.2.   **The Initiatives Required**

The University is needs to chalk out many programs like:

- Centralized Admission need to be initiated for UG.

- Introduction of choice-based credit system in the UG

- Interdisciplinary research need to be promoted considering the pandemic needs and challenges.

- More rigorous teaching and learning in P.G. Departments based on IT modules need to be implemented.

- Class rooms of all the departments need to be converted into smart classrooms.

- Career counseling and placement need to be strengthened through Cell.

- Introduction of communication skills, bridging courses in English and Entrepreneurship skill for students.

- Establishment of Centralized Instrumentation facility for students and faculty.

- Introducing e-governance in administration and smart card for students and staff.

- Improvement in campus infrastructure and security measures.

- Strengthen SC-ST/OBC and Equal Opportunity Cells

- Number of MOUs need to be increased with local/national/International, institutions/laboratories/industries for academic and research collaborations to strengthen teaching and enriching the course contents for better employability.

- Construction of multipurpose complex, a Convention centre with all the amenities.

- Construction of Indoor Sports complex;

- Basic amenities such as drinking water, wash rooms and common room, Wi-Fi campus, common facilities for general and specially-abled students.

- Health Centre: The infrastructure facility need more improvement related to medical instrument maintenance and technical staff. Availability of general and specific important medicines needs to be assured. The expert medical practitioners form specialized field need to be assigned on hourly basis.

- Establish Health sub-Centre in the University campus on priority.

- Make alumni association more dynamic and catalyze them to contribute more to educational and extension activities of the university.

- Non-teaching staff should be given awareness on new directions, governance and technology through training and workshops.

- Green initiatives such as use of solar energy, rain water harvesting, waste water and solid/ waste and e-waste management must be adopted.

3.3. Ph.D. Cell

- **Registration**

A separate space must be created having audio visual facility for presentation Ph. D. synopsis at the time of Ph. D. registration during RRC Meeting.

- **Evaluation**

Online data base of Ph. D. external and internal referee need to be maintained and up dated regularly. The Ph.D. cell may ask for online acceptance from external Examiner and then send an electronic version/soft copy of the Ph. D. thesis, before sending the hard copy. Progress related to Ph. D. evaluation and information communicated and received from the external examiner, need to communicated to the internal examiner simultaneously.

3.4. *Engineering Department*

Engineering section is to be strengthened with adequate technical and supporting staff. Engineering Department is required to carry out the following on priority;

- Repair and maintenance Audit
- Fire Safety Audit
- Electrical Safety Audit
- Energy Audit
- Sanitation Audit

An online tracker need to developed to track, status of the complain registered regarding maintenance and repair received from the departments, centers, hostels and any university sections etc and attended by the engineering department of the university.

3.5 In-House Financial Audit

The accounts are not internally audited regularly by all Departments and shortfalls have been identified during the exercise of carrying out our audit. The University should practice regular Internal and External Audit processes as part of its compliance with financial discipline. The team of staff under each Department must undertake an exhaustive and comprehensive inspection and verification of all the vouchers and transactions carried out during each financial year under intimation to their respective Heads of the Department. Minor errors, omissions or commissions when pointed out during the audit, the process should be complied immediately. All concerned staff members responsible for carrying Internal Audit must be trained to carry out Audit in a harmonious manner. The statutory External Audit Reports can be completed within the stipulated time.

The Women Sexual Harassment Redressal Cell

The Women Sexual Harassment Redressal Cell must have a system in place to deal with cases/complaints of sexual harassment and to implement the women's policy in general. Keeping these in mind the existing Women's Harassment Cell has to be revamped and refurbished in all respects.

4.0 Strength, Weakness, Challenges & Opportunities
4.1 Institutional strength lies in
- Many Departments have smart board teaching facility and are being used effectively.
- Dynamic leadership and visionary management
- The infrastructural facilities have been updated in many departments.

- The construction of RUSA multi-facility centre has been initiated to house the major equipment at common place to be used by the students and faculty.
- Faculty of few departments and centers offering consultancy services to the industries and free consultancy to resource poor community.
- The faculties have prepared and uploaded syllabus related academic e-content on various online platforms so that students can get benefit from it.
- Most of the working of examination related work done on line, and result declared within the prescribed time schedule.
- Earn and learn scheme for the regular students.
- Consultancy services provided by RUSA center to students, faculty and industry on identification of bioactives.
- Consultancy provided to the farmers and other resource poor community on self-employment in sericulture.
- A incubation center established to identify innovative ideas, incubate the ideas and initiate start ups.
- Promotion of research through financial support to teachers and students.
- Expedited the process of PhD viva voce examinations and review reports and the University have adopted the online PhD viva voce mode.
- The University Department were recognized as COVID-19 Testing center and more than 10,000 testing were done till date.

4.2 *Institutional weakness lies in*

- Only few faculties involved in consultancy services.
- More faculty should provide their courses on SWAYAM and other authorize online sources.
- Limitation of space for research and innovations.
- Lack of multidisciplinary research.
- Lack of basic recreational facilities in hostels and academic campuses.
- Poor network connectivity in campuses.
- Enrolment of International students.

4.3 *Institutional challenge lies in*

- Introduction of more skill based courses and encouragement students for joining such courses.
- Strengthening collaborative activities for teaching and research.
- Providing better facilities within the available limited space.
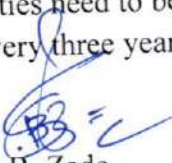- Scattered Campuses

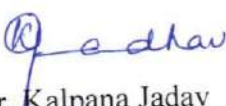### 4.4. Institutional opportunity lies in

- Generation of funds from funding agencies through Research Projects, donations from Alumni and CSR fund from industries.
- Strengthening College – industry interactions.
- Introduction of more skill based curricula.
- Digitization and e-governance.

4.5 Recommendations

- Academic autonomy to be given to all the University PG departments.
- Efforts must be taken to improve NIRF ranking.
- Efforts must be taken to improve enrolment of international students.
- Research activities and publications need to be improved.
- Vacant teaching and non-teaching posts to be filled on priority.
- Use of ICT for teaching and learning strengthened.
- Departments need to have more collaboration with other institutions of National and International repute.
- More programs on extension activities need to be organized to reach out the society.
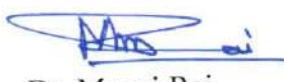- Revision of syllabi may be done every three years.
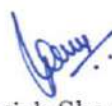
Dr. Rajesh Singh
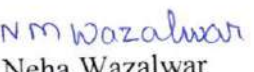Director, IIIL

Dr. S. B. Zade
Member

Dr. Kalpana Jadav
Member

Dr. G. S. Khadekar
(Member)

Dr. Sangeeta Mesram
History

Dr. Manoj Rai
Professor and Head

Dr. Satish Sharma
Professor and Head
Department of Electronics

Dr. Neha Wazalwar
Professor and Head
Department of Stastistics