

# Academic and Administrative Audit: A Parameter for Quality in Higher Education

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## Abstract

Academic and Administrative Audit (AAA) is a system to control and maintain high standards in the field of Higher Education. It is playing vital role in providing quality education to the learners all over the world. In addition to the developed countries, even the developing as well as underdeveloped countries, are now –a – days coming forward in opting the AAA. It is a continuous process of self –introspection for the better growth of the institution. The present paper proposes to propose on the focus on the role and significance of AAA in the present day globalized Indian academics.

**Keywords:** *Academic, Quality education, Higher education, Parameter, Benchmark*

## Introduction

Twenty first century has witnessed rapid changes aim all walks of life. Considering these changes respective governments in the various countries have proposed various methods and measures to enhance the quality of education at higher level. What so ever is the name, but these are all attempts in Academic and Administrative. In India along with central government some states like Gujarat have not only volunteered but made Academic and Administrative Audit a mandatory measure for the institutions of higher Education. Centre has assigned responsibility to National Assessment and Accreditation Council (NAAC) where at State Government of Gujarat has established knowledge Consortium of Gujarat (KGU).

## Academic Audit

It is a mechanism to examine and enhance the quality the quality of academic aspects of institutes of Higher Education. Defining

Academic audit B.L.Gupta states that, “it is a systematic and scientific process of designing, impletementing, monitoring and reviewing the quality of academic systems. i.e. Inputs, process and outputs....It emphasizes on reviewing the performance of the academic inputs with respect to quality assurance.”

## What is an Administrative Audit?

M. Rajendran defines Administrative Audit as “A method of assessing the efficiency and effectiveness of the opening system of the administrative procedures, politics, decision making authorities and functionaries, strategies, process, feedback, control mechanism and so on. The AA would certainly make the functionaries to ascertain the strength and weakness of the opening system in general and pin out the areas in particular, and to ascertain where the function is stagnated and affected and where special attention is required along with man and material resources.”

## A Brief History of AAA:

Academic and Administrative Audit is a standard for quality enhancement of Institution of higher education. Respective state governments have introduced external quality audits in various countries as part of reforms in higher education. According to Shah and Nair,” in countries such as United Kingdom, various European countries and in New Zealand, external quality audits have been in place since 1990s. In countries such as India, South Africa, Australia ,some Middle Eastern ,Hong Kong ,Malaysia they have been in place since early 2000 ”.

### Aims and Objectives of AAA

The aims and objectives of AAA can be stated as follows:

- a) The setting and mechanism of academic students
- b) The quality of students learning opportunities.
- c) Developments in quality enhancement.
- d) The completion of departmental profile with evidences.
- e) The completion of administrative documents.

### AAA: It's Necessity:

The Academic and Administrative Audit is needed for following:

- a) To confirm that the arrangements for quality assurance are fit for purpose and conform to the institution's role and mission.
- b) To provide assurance that the standards of higher education.
- c) To ensure that students have access to appropriate learning opportunities through taught provision, private study and supported learning.
- d) To promote and enhance high quality teaching and learning.
- e) To encourage strategic developments that, the curriculum and enhances students opportunities for employments

### NAAC as a National Agency for AAA:-

As per the guidelines of University Grants Commission, the apex body on Higher Education in the country the task of AAA is assigned to an educational institution which was established under HRD is called as National Assessment Accreditation Council (NAAC). The NAAC committee assesses and verified self study report which was sent to NAAC office, Bangalore. The Committee evaluates seven criteria as given follows:

- 1) Curricular Aspects 150 marks
- 2) Teaching ,Learning and Evaluation 350 marks
- 3) Research ,Consultancy and extension 150 marks
- 4) Infrastructure and Learning resources 100 marks
- 5) Student Support and Progression 100 marks

- 6) Governance and Leadership 100 marks
- 7) Innovative Practices 100 marks.

**While presenting Departmental Presentation at time of PT visit consider following Points:-**

- About department
- Department History
- Sanctioned posts
- Student intake and present strength
- Types of courses offered
- Skill related courses, COP, Vocative courses, Bridge courses offered
- Exam result of the subject Vs University
- Extra achievement of the students
- Achievement of the faculty

### • Innovative methodology in teaching

- A/V Aids
- Interactive teaching
- Computer and internet use
- PPTs
- Film shows
- Field tours and trips

### • Innovative methodology in teaching

- Self learning
- Peer teaching
- Advanced learners –remedial teaching
- Forums and associations
- Student competitions
- Seminars and Presentations
- Newsletters and publication by the students
- Fests for students by students

### Consultancy

- Using the expertise of the faculty
- Using the infra structural facilities of the college by the faculty
- Using the committees like NSS for the society
- Using the testing units
- **Extension activities (Academic)**
- Guest lecture
- Invited speakers to other colleges
- Train the trainers
- Soft skill trainers
- Resource persons in academic meets, RC/OC/STC
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**RESEARCH**

• A. Publications B. Research Projects , C. Editorial boards, D. Books

**Measures to reduce student dropout rate**

- Monetary ,academic and psychological counseling
- Provide books
- Mentoring students
- Data base of the students
- Alumni records
- On line student record.

**AAA and Benchmarking:**

Academic standards set by particular institution are called as the benchmarks of the institution about the quality it provides. In academic institutions they are always defined by

student achievements, the main aspects of it are the acquisition of knowledge.

**Conclusion:**

Academic and Administrative audit gives a standard system based on parameters for quality education. In this process documentation of college, departments and personal shall be updating which will very useful at time of writing of SSR/RAR.

**References**

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