



MAULANA ABUL KALAM AZAD UNIVERSITY OF TECHNOLOGY, WEST BENGAL

(Formerly West Bengal University of Technology)

Main Campus: NH-12, Haringhata, Post Office- Simhat, Police Station-Haringhata, Pin-741249

City Office: BF-142, Salt Lake City, Kolkata – 700 064

Tel. No. : (033)2334 1909

INTERNAL/EXTERNAL ACADEMIC AND ADMINISTRATIVE AUDIT (AAA) REPORT

(ACADEMIC YEAR: 2018-19)

Date of Audit: 26.07.2019

The Heads of Departments gave a presentation on various activities in their Departments in presence of the Hon'ble Vice-Chancellor of the University. The Committee Members visited the Academic and Administrative Departments of the University for the Audit.

The Academic Departments were:

- The Department of Biotechnology
- The Department of Computer Science & Engineering
- The Department of Information Technology
- The Department of Industrial Engineering and Management
- The Department of Microelectronics and VLSI
- The Department of Bio-informatics

The Administrative Departments were:

- Library
- Registration Section
- Examination Section

The Members of the Audit Committee were:

1. Prof. B. B. Paira, Former Professor, Calcutta University
2. Prof. Dulal Chandra Ray, Former Professor, IEST-Sibpur
3. Prof. T.K. Parya, Former Professor-Calcutta University
4. Dr. Somdatta Chakravorty, Director-IQAC

The different parameters of the audit are as follows:

1. Curricular Aspects
2. Teaching and Learning
3. Research and Development



B. B. Paira *Dulal Chandra Ray* *Tapan Kumar Parya*
Chakravorty

4. Future Planning

1. Background

The Academic Audit Committee of MAKAUT, WB has been constituted to consider and review the University's mechanism for monitoring and enhancing academic quality and standards necessary for achieving their stated aims and objectives.

2. Process of Audit

The process of audit requires a self-review in which the University evaluates its progress towards achieving its objectives related to the areas of the audit and identifies areas for improvement.

The Committee discusses details of intended plans and strategies with respect to enhancement initiatives and evaluates the measures practised during the academic session.

The audit panel comprises Heads of Departments, selected members of faculty, and external members. The panel visits the departments to check and verify the academic practices laid down by the committee for evaluation and drafts an Audit Report. The report commends good practice and makes recommendations intended to assist the University in its own program of continuous improvement of quality. The audit report is put up to the Internal Quality Assurance Cell (IQAC) for monitoring of follow-up activities.

3. Areas of Academic Audit:

A. Teaching and learning

- i) Planning, Design, and Review of Programmes and Courses
 - a) Feedback from students (Course End Survey and Graduate End Survey)
 - b) Feedback from professionals and industry (Employee and Alumni Feedback)

The Departmental Academic Committee and Board of Studies of the Department are responsible for course approval prior to approval by the Academic Council of the University. The drivers for the development of new academic programs and for changes to existing programs come from various sources, including the professionals from the industry (Alumni Survey and Employer Survey), advisory committees such as the Board of Studies, feedback from students (Course End Surveys and Graduate Surveys), and suggestions made by external academic and industry experts of the Academic Council involved in program reviews. Analysis of the Alumni Survey and Employer Survey Reports by the Audit Team highlighted that while it might be necessary to include certain professional courses as required by the industry professionals, the students would appreciate more practical classes for courses with more industry demand. The University appreciates that it is required to distinguish between disciplinary needs, professional needs, and industry needs. During the



S. P. Singh *Abul Kalam Azad University* *Tapen Kumar Singh* *Chakravorty*

audit process, there was a general acceptance and understanding amongst the students that the courses were flexible enough to be adapted to the specific needs of industry or higher education.

The auditors noted that the members of the faculty maintain a Course File for each subject they teach which includes a Course End Survey analysis of the courses.

Commendations: The panel commended the Institute for meticulously reviewing courses through Employer Survey, Alumni Survey, Graduate Survey and Course End Survey reports. The practice was highly appreciated and encouraged.

Recommendations: The panel recommended the inclusion of more lab-based industry-oriented courses for the benefit of students.

ii) Delivery of courses and programs

- a) Ensure the Syllabus of courses is provided beforehand
- b) Use modern teaching tools
- c) Make students aware of the Course Objectives and Outcomes

Once admitted to the Institute the students are interested in the quality of teaching and support for their learning. The audit panel was told by the students that they are provided with detailed course outlines (Syllabus) at the outset of courses and are briefed about the objectives and outcomes of each course beforehand.

The auditors noted that the members of the faculty maintain a Course File for each subject they teach comprising a Detailed Syllabus, Lesson Plan, and Course Objectives/Outcomes for each course.

In interviews, students made it clear that they come to the University because of the reputation and they expect to experience good teachers who are up-to-date with their disciplines.

The University encourages and supports the use of modern teaching aids and new teaching technologies of teaching and learning including online courses and blended forms of learning where appropriate. The effort needs to be put in by providing the necessary encouragement and support to faculty members to understand and practise the potential benefits of these teaching and learning tools in enabling the University to meet its teaching and learning objectives.

Commendations: The Audit Team commends the University's initiatives of providing modern teaching aids in classroom teaching and enhancing the effectiveness of e-learning through online courses.



B. B. Singh, Anil Chandra, Tapen Kumar Dasgupta, Chakraborty

Recommendations: The team recommends that the University provides greater clarification about the role of media-rich technology in teaching and learning and that more focused effort be put into getting and helping faculty members to make optimum use of the opportunities offered by such technology.

iii) Learning environment

- a) Enough text and reference books in the library
- b) Availability of journals and technical magazines to teachers and students

The panel visited the student learning spaces and libraries including lecture and teaching spaces and stressed the need for an increase of space and infrastructure for improving the learning environment. Though the text and reference books in the Library were good in number, it was not sufficient to cater to all the students. It was noted that there are sufficient numbers of e-journals, printed journals, and technical magazines in the library and the students and teachers have full access to them.

The University has a Library Committee that provides a most effective forum for academics; it also provides a forum for students who are given an opportunity to express their needs.

Commendation: The Panel commends the University for the wide variety of e-journals available in the Library and its ease of accessibility from the computers in Laboratories and Faculty Rooms through the Campus Wide Network facility.

Recommendation: The Panel recommended proper planning of the present teaching spaces available to make optimum use of the existing infrastructure to enhance the learning environment. The team also urged the need to bring in more references and textbooks which are presently not sufficient for the students.

iv) Learning to support

- a) Organise lecture sessions, workshops, seminars and conferences
- b) Access to online learning resources.

Student learning support programs are delivered in a variety of modes including workshops, individual interactions, invited guest lectures, and self-access resources. Faculty learning support is delivered by organizing in-house pedagogy training, and technical workshops for teachers and also encouraged to attend external orientation programs, refresher courses, technical seminars, conferences, and workshops organized by reputed organizations and institutes.

The panel observed that a high percentage of students lacked English Communication skills which they observed was a cause for poor performance in campus placements. It was noted that though students have good aptitude and technical knowledge, a lack of



A. B. Panigrahy *Abulcaudum* *Tapan Kumar Panigrahy*
Chahamanthya

communication skills among several students resulted in a decline in their overall performance.

Commendations: The Audit Panel commended the University for organizing a good number of Seminars, Workshops, and Guest Lectures for the technical upliftment of the student members. The panel also lauded the University for allowing faculty members to attend Conferences, Seminars, and Workshops for their subject enrichment.

Recommendations:

The panel recommends the University for more committed to the English ability testing procedure through in-house training to facilitate English language support for those who should benefit from it.

v) Student Assessment

a) Class Tests

b) Assignments

c) Quiz

d) End Semester Exam

e) Viva voce

f) Projects

g) Seminars

The University has policies and guidelines that govern assessment practices across all Departments and grade descriptors have been developed by the Examination Committee. The Examination Committee reported that the University has continued to enhance its assessment practices, and pass rates and grades are reviewed each semester by the Committee. The main discussion about assessment during audit visits was with students who were satisfied with the marking system.

vi) Student achievement and success

a) Recognition of students securing ranks in exams, good placement, and research

The panel recognized that the University is very interested in high student achievement and high student success through good results, good placement, higher studies, and research. However, the team pointed out that the University should make efforts to recognize a student's achievement publicly through awards and certificates.



B. B. Taha *Abdullah* *Tapen Kumar Paul*

Chalwanthy

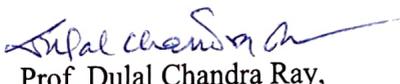
Recommendation: The panel recommends the University for the recognition of student success and for many reported positive aspects of the student experience.

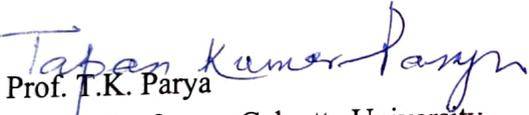
Observations made by the Expert Members of the Audit Committee

For each program in each Department of all Schools, it was generally observed that the recommendations are to be implemented immediately by the Heads of Departments and any difficulty in execution is to be brought to the notice of the Competent Authority.

Signature of Expert Members of Audit Committee


Prof. B. B. Paira,
Former Professor, Calcutta University


Prof. Dulal Chandra Ray,
Former Professor, IEST-Sibpur


Prof. T.K. Parya
Former Professor, Calcutta University


Dr. Somdatta Chakravorty,
Director-IQAC

Date: 26.07.2019



Director
Internal Quality Assurance Cell
Maulana Abul Kalam Azad University of Technology, W.B.
(Formerly known as West Bengal University of Technology)
Ward No. 8, Post-Simhat, P.S.-Haringhata, Nadia-741249, WB, INDIA