



Syon College

Affiliated to Panjab University Chandigarh
K.M.-7, Hanumangarh Raod, Abohar

INTERNAL QUALITY ASSURANCE CELL

ACADEMIC AND ADMINISTRATIVE AUDIT REPORT (EXTERNAL)

Academic Year 2022-23

Name of the Auditee : Syon College, Abohar
Year of Establishment : 2015
Dates on which Audit was conducted : 10-05-2023 and 11-05-2023

Audit committee Members:

Audit committee Members	Position/Department	Signature
EXTERNAL MEMBER		
Dr. Sarabjit Kaur	Principal, Guru Ram Dass B.Ed College	
Dr. Neha Sachdeva	IQAC Co-ordinator, Guru Ram Dass B.Ed College	
Dr. Sonika	HOD, Department of Computer Science, DAV College, Abohar	
Dr. Pardeep Thakral	Principal, Shri Satya Sai Karaiwala, Malout, Punjab	
INTERNAL MEMBER		
Dr. Kavita	IQAC, Co-ordinator	
Ms. Anamika Watts	HOD, Department of Sociology	
Mr. Gourav Sharma	HOD, Department of Punjabi	
Dr. Raj Dulari	HOD, Department of History	
Mr. Harish Kumar	HOD, Department of Commerce	

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Abohar



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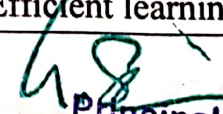
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INTERNAL QUALITY ASSURANCE CELL

Academic Year 2022-23

Audit Date: 10/05/2023 and 11/05/2023

Sl. No	Parameter	Verification Yes/No	Observations/Suggestion
Curricular Aspects			
1	Curriculum with Po, PSO	Yes	Followed the Instruction of the Punjab University, Chandigarh
2	Whether the issues of environment and sustainability, Gender, Human Values and Professional Ethics Addressed by courses	Yes	Offering course on Universal Human Values, Professional Ethics
3	Is Value Added Course/field Projects/internships introduced and Students enrolled	Yes	Offering Value Added Courses on Digital Marketing, Career Counselling , Soft Skill and Theatre and Drama
Teaching, Learning and Evaluation			
4	Are measures taken for supporting advanced learner and slow learner	Yes	Verified the supporting Methodologies
5	Student – Full time Teacher ratio	Yes	1:30
6	Is student centric method used for enhancing learning experiences?	Yes	Experimental and Participative learning methodologies are practiced. Efforts need to be taken for motivating all the students to get involved in such practice
7	Is ICT enabled teaching/	Yes	Efficient learning Management


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	examination/ evaluation Practiced?		System in Place
8	Number of Full-time teachers with Ph.D	Yes	6
9	Is grievances related to teaching-learning/ examination/ evaluation/ facilities addressed?	Yes	Fully functional Grievance redressal Cell
10	Availability/ Dissemination/ Attainment of Pos, PSOs, Cos	Yes	Verified Dissemination strategies and Outcome attainment
11	Average Pass Percentage	Yes	98%

Research and Development

12	Is the institution promoted Research and other Activities of the teacher?	Yes	A Research Promotion Committee is actively functioning
13	Is Workshops/ Seminar conducted on Research Methodology, IPR, entrepreneurship, skill development	Yes	Workshops, Seminar and Skill Development Programmes are organised
14	Extension activities in the neighbourhood community/Awards received/ programmes conducted/ students Participated	Yes	Outreach programmes organised
15	Collaborative Activities/ functional MoUs	Yes	Functional MoUs – 16

Infrastructure

16	ICT – enabled facilities	Yes	ICT enabled classrooms and seminar halls available, 02 Auditorium
17	Student- Computer Ratio/ Available band width of Internet	Yes	1:27 Available band width 100 Mbps Angle and BSNL network (wired and Wifi)

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Student Support and Progression

18	Capacity development and skills enhancement initiatives	Yes	13 capacity development and skills enhancement initiatives
19	Students qualifying in state / national/ international level examination	Yes	05 students qualified
20	Placement of Outgoing students/ progressed to higher education/ Capability enhancement programmes for placement	Yes	46% students
21	Sports and Cultural events/ competitions organised	Yes	45 events are organised
22	Registered and functional alumni association/ Alumni contribution	Yes	Registered and functional alumni

Governance, Leadership and Management

23	Is Statutory committee meetings held Periodically	Yes	Verified minutes of Meeting
24	Is e-governance Implemented	Yes	Admission, teaching, learning, Evaluation, Placement, ERP, Learning Management System
25	Performance appraisal system, promotional avenues	Yes	
26	Faculty and staff effective welfare measures	Yes	Financial assistance during marriage, construction of house hold
27	Financial assistance to attend conferences/workshops/ and membership fee of professional bodies	Yes	Faculty members are provided with financial support to attend seminar/FDP/workshop
28	Internal and external financial audits	Yes	Verified audited statement
29	Hostel facility	No	

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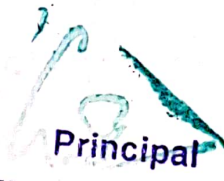
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30	Is library automated using ILMS/has digitalization facility/subscription for e-library resources	Yes	Library is automated with E-library software and DELNET for e-library
Institutional Values and Best Practices			
31	Promotion of Gender Equity	Yes	Gender equity programmes organised Female faculty is available in Internal complaints committee for sexual harassment, woman, grievance cell, Anti-ragging committee.
32	Facilities available for alternate sources of energy/ energy and water conservation/management of degradable and non-degradable waste/ e- waste management.	Yes	Solar energy, Biogas plant, LED bulbs and power efficient equipments are used. Water conservation facility available. Waste management is carried out efficiently
33	Efforts/initiatives in providing an inclusive environment	Yes	Different religious festival being celebrated
34	Best Practices	Yes	1. Azadi ka Amrit Mahotsav Vishav Guru Bharat 75th Independence Day 2. Green Initiatives and Environment Friendly Campus


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General Suggestions:

1. Offering Value Added Courses is appreciative.
2. Outreach programs and extension activities are being organized consistently.
3. The development plan can be modified to align with the requirements of the National Education Policy (NEP).
4. IQAC should ensure and take initiatives to improve the interactive skills of teachers.
5. Steps are taken to digitize the documents related to the Self-Study Report (SSR) preparation.
6. The strategy for Remedial, Tutorial, and Bridge Courses should be clearly defined.
7. Encouragement of research collaborations and faculty exchanges are to be encouraged.
8. Activities promoting women empowerment should be promoted.
9. Utilizing the LMS should be mandatory for all faculty members.
10. Technology-enabled teaching and learning should be enhanced.
11. Every department should formulate its own best practices in alignment with the institution's overarching best practices.
12. Steps must be taken to increase the participation of both staff and students in library visits.
13. An open gymnasium for the students shall be installed in the appropriate location in the campus.

Audit Team Signature

Sr. No.	Audit committee Members	Signature
1.	Dr. Sarabjit Kaur (External Expert)	
2.	Dr. Neha Sachdeva (External Expert)	
3.	Dr. Sonika (External Expert)	
4.	Dr. Pardeep Thakral (External Expert)	
5.	Dr. G.L. Sharma (Principal)	
6.	Dr. Kavita (IQAC, Co-ordinator)	
7.	Ms. Anamika Watts HOD, Department of Sociology	
8.	Dr. Raj Dulari (HOD, Department of History)	
9.	Mr. Gourav Sharma (HOD, Department of Punjabi)	
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Action Taken Report of Academic and Administrative Audit (2022-2023)

1. Encouragement of research collaborations and faculty exchanges is essential:

MOUs have been signed with several national and international institutions to promote research collaborations and faculty exchanges. Faculty members are encouraged to participate in exchange programs and collaborative research projects.

2. Technology-enabled teaching and learning should be enhanced:

All the classrooms are ICT enabled. Usage of latest gadgets has been implemented. Classes using projectors, seminars and classes using PowerPoint presentation and interactive TV are also used.

3. An open gymnasium for the students shall be installed in the appropriate location in the campus:

An open gymnasium was installed in the campus for the students to practice for body fitness.

4. Encouragement of Research Collaborations and Faculty Exchanges:

MOUs have been signed with several national and international institutions to promote research collaborations and faculty exchanges. Faculty members are encouraged to participate in exchange programs and collaborative research projects.

5. Mandatory Utilization of LMS:

All faculty members have been mandated to use the LMS for course management and student interaction. Training sessions have been conducted to ensure that all faculty members are proficient in using the LMS effectively.

6. Formulation of Departmental Best Practices:

Each department has been instructed to formulate its own best practices in alignment with the institution's overarching goals. These practices have been documented and shared across departments for mutual learning and improvement.

7. Increase in Library Visits:

Various initiatives, such as book clubs, author interactions, and reading challenges, have been introduced to increase student and staff participation in library visits.


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