

Seminar Report

Academic and Administrative Audit of Higher Education Institution

5th & 6th February, 2019

Two days NAAC Sponsored National Seminar on Academic Administrative Audit of Higher Education was organized by Internal Quality Assurance Cell (IQAC), Jhanji HNS College, Sivasagar on 5th and 6th February, 2019 in collaboration with Assam College Principal's Council, Sivasagar zonal committee, Assam. The main objectives of the seminar were:

1. To improve the quality of teaching learning and education process, research and extensive co-curricular activities of the institution.
2. To determine proper feedback mechanism used for both assessing the performance of teacher
3. To introduce faculty development program
4. To improve the infrastructure facilities for academic and administrative activities of the institution.
5. To improve the quality of management administrative staff and non-teaching employee
6. To introduce optimum utilization of fund and resource mobilization.

The sub themes of the seminar were:

1. Structure and Framework for organization program
2. Quality Gap Factor and Quality enhancement factor.
3. Curricular transaction – teaching learning module.
4. Role of IQAC and innovative practices.

The Inaugural Session was chaired by Dr. Manjit Gogoi, Principal, JHNS College and Chairperson of the organizing Committee. More than 71 numbers of teachers, research Scholars, and students participants presented their paper in the seminar. Dr. Jogen Kalita, Professor of Zoology and Director, UGC, HRDC, Gauhati University, Dr. Sarat Kakaty, Associate Professor, Department of Statistics, Dibrugarh University, Dr. Jayanta Gogoi, Principal, JDSG College, Bokakhat, Dr. Bimal Borah, Principal J.B. College, Jorhat etc. served as resource persons in the seminar. Mr. Bidyadhar Boruah served as Convenor and Dr A.J Saikia, Dr Santana Dutta, Jibamani Nath and Basanta Handique were the members of the National Seminar Organizing Committee. The seminar came to the end with the valedictory session.

(Evidence of the Seminar)





Call for Papers

Selected papers will be published in the form of a peer reviewed book with ISBN. Kindly submit your abstract and full paper, composed in MS Word 2007 following the guidelines of *MLA Handbook for the Writers of Research Papers* 7th edition or in APA format as an email attachment to seminarjhnc@gmail.com.

Registration Fees

- * Early Bird Registration Fee : Rs. 1000.00 (Last date : 15th January 2019)
- * Registration Fee for Administrators & Academicians etc : 1,200.00
- * Registration Fee for Research Scholars : Rs. 1,000.00

Bank Details for Early Bird Registration :

Account No. : 0645010100262
Name : Jhanji College General Fund
Bank : United Bank of India, Jhanji Branch
IFSC Code : UTBI0JHZG05
(Registration Fee is non-refundable)

Accommodation

Accommodation will be provided to the outstation participants at their own cost. Such participants are requested to confirm their participation by early bird mode and apply for accommodation at least seven days earlier.

Registration Form

Two-day NAAC Sponsored National Seminar

on
Academic and Administrative Audit of
Higher Education Institutions
Venue : Jhanji Hemnath Sarma College
Date : 5th & 6th February, 2019

Name (In Block Letters) :

Designation :

Department :

Institution :

Address : P.O. _____ Dist : _____

State : _____ Country : _____

PIN : _____

Contact No. :

Email :

Nationality :

Sex : Male / Female / Transgender

Whether participating with paper : Yes / No

Title of the paper :

Do you require accommodation? Yes / No

Details of Registration Fee paid :

Amount : _____ In words :

NEFT / RTGS / Journal No. :

Date :

Signature

Two-day NAAC Sponsored National Seminar on

Academic and Administrative Audit of Higher Education Institutions



5th & 6th February, 2019



Organised by :

Internal Quality Assurance Cell (IQAC)
Jhanji Hemnath Sarma College
Sivasagar - 785683, Assam, India
www.jhanjihnscollege.edu.in

In collaboration with

Assam College Principals' Council,
Sivasagar Zonal Committee, Assam

Sir / Madam,

We have immense pleasure to apprise you that the Internal Quality Assurance Cell (IQAC), Jhanji Hemnath Sarma College is organizing a two-day national level seminar on 5th and 6th February 2019. You are cordially invited to participate in this seminar and make it a success.

Dr. Manjit Gogoi
Chairperson

B. D. Boruah
Convener

Members :

Dr. Akashyoti Saikia, Basanta Handique,
Dr. Santana Dutta, Jibamoni Nath

National Seminar Organising Committee
Jhanji Hemnath Sarma College

About the College

Jhanji Hemnath Sarma College is a pioneer institute of Higher Education in Sivasagar District of Assam. The college has been imparting quality education since its establishment on 25th July, 1964. It has accepted the challenge of modern higher education to build a strong nation. The institution has been able to inscribe its name in both curricular and co-curricular spheres with brilliant performances in the last five decades within the limited scope of its rural surroundings. It was accredited by NAAC in 2016 and placed in 'B' grade with a CGPA of 2.50.

Contact Us

Chairperson : Dr. Manjit Gogoi

Convener : Mr. Bidyadhar Boruah (+91-8403093993)

How to Reach the College

The college is well connected by National Highway 37. It is located at a distance of just 2.0 Kms from Jhanji, 28 Kms from the Sivasagar ASTC Bus Stand, 41 Kms from Rowraiah Airport, Jorhat, 116 Kms from Dibrugarh Airport and just 7 kms from Amguri Railway Junction.

Theme of the Seminar

Academic and Administrative Audit of Higher Education Institutions

Sub-Themes

1. Quality Gap-Factors and Quality Enhancement Efforts.
2. Structure and Framework for Organisational Programmes.
3. Curricular Transactions - Teaching Learning Models.
4. Role of IQAC and Innovative Practices.
5. Any other topic related to the main theme.

About the Theme of the Seminar

Academic and administrative audit is an important aspect of assessing the quality and performance of higher educational institutions. It

action to be followed by an institution for acquiring academic excellence. It also confirms the process of strategic development, policy and regulatory measures framed by the institutions to achieve its mission.

The IQAC of this college is organising the seminar with the objective to enhance the quality of education by improving teaching, learning and evaluation process through discussion and deliberation of scholars and experienced Resource Persons. Moreover, this effort will enrich the administrative process of institutions. The event is expected to improve the overall performance of institutions of higher education to great efficiency and effectiveness. It will help in proper implementation of regulatory measures for controlling the entire academic and administrative system of institutions.

Important Dates :

1. Seminar dates 5th & 6th February 2019.
2. Last date for the submission of abstract / expression of interest in participation without presentation : 25th January 2019.
3. Notification of acceptance of abstract : 26th January 2018 onwards.
4. Submission of full paper : 31st January 2018.
5. On the Spot Registration : 5th February (8.30 am)

NAAC-sponsored national seminar held

A CORRESPONDENT

GAURISAGAR, Feb 10:

The National Assessment Accreditation Council (NAAC) sponsored two-day long national seminar on 'Academic and Administrative Audit of Higher Education Institutions' held at Jhanji Hem Nath Sarmah College in Sivasagar district concluded recently. In this connection, an inaugural session was held under the chairmanship of Bhabani Kumar Baruah, former principal of the college and president of the college governing body. The seminar was inaugurated by Dr Sarat Kakoty, Professor, Department of Statistics, Dibrugarh University. Addressing the gathering, Dr Kakoty said,

"By audit we mean careful or methodical examination of something. Audit is required in everywhere. Audit is mandatory in all walks of life. People are running after quality. Quality is very easy to perceive but it is hard to define."

Dr Jogen Kalita, Director, Human Resource Development Council of UGC, Gauhati University, delivered the key note address. In his speech Dr Kalita, said that teachers could change everything. He added that young students were the future of India.

Dr. Kalyan Bhuyan, coordinator, NAAC, Dibrugarh University, graced the seminar as resource person. The programme started with lighting of earthen

lamp by Dr. Sarat Kakoty. In the function, the annual magazine Abhijatri edited by Ishani Baruah was unveiled by Professor Dr Kakoty.

A total of 66 participants took part in the seminar. In the evening, session on the concluding day, total of 25 Principals from Sivasagar, Charaideo, Jorhat, Golaghat and Kamrup (metro) took part in the technical session. Dr Sanjeeb Borgohain, president of Assam College Principals Council (ACPC), Sivasagar-Charaideo zone chaired it. Dr. Saumarjyo Mahanta, vice-president of ACPC and Principal of Sivasagar Commerce College highlighted the process of post evaluation of NAAC.



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on
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4. The Recommendations/ Suggestions/ Action Points (Outcome of the seminar):

The keynote-speaker, Resource Persons, invited guests and participants made detailed discussions on the theme and its different sub-themes. These experts, administrators and academicians forwarded the following recommendations:

- a) Periodic academic and administrative audit help in the quality of educational institutions.
- b) Academic audit should be done in higher educational institutions to confirm that the arrangements for quality assurance are fit for the mission and vision of the institution.
- c) Academic and administrative audits are also required to provide assurance that the standards of higher education align with expectations.
- d) Academic audit should ensure that students have access to appropriate learning opportunities through taught provision, private study and supported learning.
- e) Academic audit should be used as a tool to promote and enhance high quality teaching and learning.
- f) Academic audit should confirm that students are fully supported in their academic and personal development.
- g) Academic audit should advance the highest possible levels of student achievement.
- h) Academic and administrative audit should encourage strategic developments that enriches the curriculum and enhances students' opportunities for employment and career development.
- i) Academic audit should find and explore newer ways to empower teachers and students.
- j) Academic audit should promote teachers' accountability towards learners, community, profession, humanity, values and the nation.
- k) IQAC can play a vital role in maintaining overall quality standards in colleges and universities.



Mr. Bidyadhar Boruah


Convener

International Seminar Organising Committee

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5. Follow up actions the institution proposes to undertake:

- a. The IQAC of the college forwarded the recommendations of experts, academicians and participants to the NAAC for consideration and necessary action.
- b. The institution has adopted strategies to ensure timely, efficient and progressive performance of academic, administrative and financial tasks.
- c. The college has taken necessary steps for enhancing the credibility of evaluation procedures.
- d. The college has taken necessary steps for optimization and integration of modern methods of teaching and learning.
- e. The resolutions as per the recorded proceedings of IQAC meetings are being seriously implemented as well as monitored.
- f. Accountability of each stakeholder has been made mandatory for achieving quality outcomes.


Mr. Bidyadhar Boruah

Convener

International Seminar Organising Committee