

**AAA Audit report of
Shaheed Udham Singh
Government College Sunam**



Session 2017-2018

**Submitted to:-
Shaheed Udham Singh
Government College Sunam**

Near Bhai Mool Chand Samadh Sunam

Academic and Administrative Audit Report
Shaheed Udham Singh Government College Sunam
(Session 2017-2018)

General Observations:

Shaheed Udham Singh Government College Sunam is a co-educational college affiliated to Punjabi University, Patiala. The college is accredited by NAAC with a CGPA of 2.72. Qualified and committed faculty members with a mix of experienced and tenured faculty members. The college is funded in many respects by the government and Rusa. Along with five UG and three PG degree courses, two PG Diplomas, one UG Diploma are taught here. Apart from teaching students three add-on courses and three finishing school courses, various departments also teach certificate courses at their own levels. Admission percentage of students is good. The college performs the function of management with a definite plan. Departments work in alignment with institutional quality policies. IQAC is present here. A total of two MoUs have been signed during this session. Adequate facilities are provided in the library Adequate land is available for infrastructural expansion.

Area wise comments and suggestions:-

A) College Office and Administrative Department:-

1. Periodic audits are conducted to keep the records updated.
2. Admissions can be done through online medium.
3. Fee collection can be done online.
4. Most registers are up to date.
5. Training should be given to strengthen e-governance.

B) Programme, Curriculum and Subsidiary Courses:-

1. All curricular departments are aware.
2. Remedial, also works under tutorial.

3. Industrial tours, educational tours should be increased.

4. Ancillary courses like add-ons, certificate courses etc. started by the departments should be continued.

C) Teacher quality, teaching training and evaluation:

1. There should be systematic training arrangements for teachers in all areas of academic and extra-academic needs.

2. All teachers should be Ph.D. Emphasis should be placed on completion.

3. Teachers can be suggested to publish more research papers in national and international journals.

5. Tutorial system should be continued.

6. The existing mechanism of feedback on curriculum should be made more effective.

D) Infrastructure:-

1. Amid space limitations, it was noted that due care is being taken to accommodate all the required facilities.

2. It is appreciated that various facilities are provided in view of faculty diversity.

3. The quality of lab facilities in most departments is satisfactory.

4. Good and adequate facilities are provided for physically challenged students.

5. ICT the facilities should be further enhanced.

E) Student Aid and Promotion:-

1. Coaching for competitive examinations may be conducted by the placement cell as per the various posts.

2. There should be coaching facility in view of entrance exam in higher education.

3. Feedback mechanism can be improved with proper guidelines.

F) Library:-

1. The overall environment of the college library is good.
2. Appreciable efforts are made to provide a good study environment.
3. A library committee exists. The library monitors the implementation of the policy.
4. Use of library by faculty members is satisfactory.
5. e-granthalya app is used and managed by the library.
6. The library can be fully automated.

G) Committees, Clubs, Cells and Associations:-

1. Committees, clubs and cells are adequate to meet the academic and non-academic needs of the students.
2. Systematic mechanism is implemented to ensure efficient functioning of clubs and cells.
3. The rules that are made for the committees can be elaborated and given the form of policy.

H) General Tips:-

1. Although departments maintain documentation, effective updates should be monitored by a team.
2. There should be a common institutional format for student related documents.
3. Specific training programs may be arranged for staff.
4. Research collaboration and faculty exchange should be encouraged.
5. Faculty should be given participation certificates for participation in administrative activities.
5. Analysis and documentation of incremental changes since the last NAAC visit should be done at a faster and higher level.

Certificate

04-4-2018

It is hereby declared that academic and administrative audit of Shaheed Udham Singh Government College Sunam for the session 2017-18 has been conducted impartially. This audit has been done by the following team.

1. Dr. Parminder Singh

(Head, Department of Post Graduate History)

2. Prof Gurjant Singh

(Head, Physical Education Department)

3. Shri Harjit Singh

(Superintendent, Office)


IQAC Co-ordinator
SUS Govt. College
Sunam


Principal
S.U.S. Govt. College
Sunam (Sangrur)