

Policy Recommendations of IQAC

2018-2019

- 1. Institutional Information for Quality Assessment(IIQA), Self Study Report (SSR) submitted to NAAC**
- 2. NAAC peer team visit was successfully completed with 'A' Grade.**
- 3. TACW Third Curriculum revision was framed for UG, PG & M.Phil Programmes.**
 - a. UG PROGRAMME PROFILE- Allotment of Hours
 - b. UG PROGRAMME PROFILE- Allotment of Credits
 - c. PG PROGRAMME PROFILE- Allotment of Hours
 - d. PG PROGRAMME PROFILE- Allotment of Credits
 - e. M.Phil PROGRAMME PROFILE- Allotment of Hours & Credits

4. Academic and Administrative Audit

Objective:

- To ensure the effectiveness, efficiency, and integrity of the institution's operations, including financial management, academic processes, and administrative procedures.
- To facilitate continuous improvement, enhance accountability, and fulfill with regulatory requirements.

Target Group:

It applies to all departments, administrative offices and functions of the college, including academic programs, research centers, and support services. It encompasses financial audits and academic audits, conducted internally or externally.

Responsibilities:

1. Management: Oversees the audit process and ensures compliance with applicable laws, regulations, and policies. It appoints an Audit Committee responsible for reviewing audit reports, monitoring audit activities, and recommending corrective actions.

2. Policy Makers: Each and every administrative officer will create a policy for their office approved by the governing body for implementing the audit policy, appointing qualified auditors, providing necessary resources, and ensuring timely follow-up on audit recommendations.

3. Internal Audit Team: It comprises of Vice Principal, Two senior faculties and IQAC Coordinator. The Internal audit team conducts independent audits of the institution's operations, assesses internal controls, and report's findings to management and the Audit Committee.

4. External Audit Firm: It comprises of Finance Manager; Chartered Accountant and Auditor It engages an external audit firm to conduct annual financial audits in accordance with Generally Accepted Accounting Principles (GAAP) and applicable auditing standards. The external auditor also reviews compliance with regulatory requirements and provides an opinion on the fairness of the financial statements.

Audit Process:

- Planning
- Fieldwork
- Reporting
- Follow-Up
- Confidentiality
- Quality Assurance
- Review and Revision