

REPORT OF THE INTERNAL AUDIT 2017-18

It is always difficult to choose winners from great performers. Numbers do not reveal everything yet it is important to recognize excellence to motivate others to shine.

The internal audit for the year 2017-18 was undertaken from 26th September 2018 and went on till 11th October 2018. Although a mandatory requirement for NAAC, the internal audit was undertaken with the intention of an independent SWOC analysis in an objective manner. With this aim in mind, the work on internal audit score sheet began in August 2018. Based on last year's feedback, it was felt necessary to focus on activities within the purview of the departments. Accordingly questions such as student diversity were omitted. Also the need to quantify and document the actuals for making the assessment more realistic was felt. Thus numerical details were sought in students' enrollment/ results, progression, free ships & scholarships, TAQs, etc. Many activities were required to be listed in the new score sheet. The main focus was on making the questions more pinpointed rather than vague thus leaving little to self-interpretation and ambiguity. All said and done, developing an uniform assessment tool to measure the DC, CC & CAPc: UG & PG: aided & unaided: single person /sole departments & bigger department as well as departments with multilingual facets was a difficult task. Each one has its own inherent scoring positives and negatives which the audit panel experienced during the interactions.

Efforts to maintain a balance in the audit team composition were taken thus giving due representation to Arts and Commerce faculties, aided and un-aided programs as well as DC and CC/CAPc subjects. The inclusion of the librarian provided a neutral, third party perspective. On an average two departments were assessed daily as per the given schedule. As already communicated, the audit was based on the internal audit documents, the score sheet, the supporting documents provided and interaction with the department members. With major focus on quantitative aspects this year, the qualitative ones were also not neglected. Some departments used PowerPoint presentations while some departments went the traditional way using hard copies during the interaction. Both methods were accepted by the panel. For assessing every department roughly 1.30 hours were taken. A quorum of 4 members on the internal assessment panel was maintained throughout for unbiased

assessment. In situations of conflict the decision was taken on the basis of healthy debate and majority.

Since the score sheet is based on the NAAC weightages there were some areas such as Curriculum enrichment, Curriculum feedback, Research, Resource mobilisation, where most departments have lost marks. However many departments have not been able to score in desirable areas such as social responsibility, extension activities, collaboration work, usage of smart classrooms using the interactive technology, E-content development – which is the need of the hour and so on. These parameters have high weightages and would have fetched more marks for the departments. In some areas such as remedial coaching, counselling, mentoring, etc. it was observed that many departments were putting in efforts however marks could not be allotted due to lack of documentary evidence and structured and consistent practices.

Overall the audit was done in its true spirit. The entire exercise has been very rigorous, stringent and demanding resulting in a comparatively lesser range of scores. However the intention is not to demotivate but to provide some introspection into areas where more efforts are needed. Also taking into account the forthcoming NAAC visit and the challenges that lay ahead more efforts from the departments are justified.

Apart from the performance of the departments, the audit also gave insights into best and innovative practices employed by the departments which can be adopted by others. The departmental best practices are appreciated and listed as follows:

1. Psychology – **UG** – the Cog Lab for online test conduction, the practical queen award, **PG** – Rural outreach, Honours, Life skills program
2. BAFI – Efforts to control absenteeism, Regular interaction and rapport with students and parents, Internship at SY level, University Rank holders
3. Accountancy – Excel based teaching with the help of smart classrooms
4. Marathi – Celebrating all activities as notified by Govt. such as VachanPrerana Din, VachanSamvardhanSaptah, Birth anniversaries of eminent personalities and important days
5. Sociology – cleanliness activities in collaboration with NSS, Good participation in NSS by students

6. English – App based learning
7. Hindi – **UG** – Intercollegiate seminar and best paper/ PPT awards, Hindi Saptah, **PG** – Annual Kavisammelan, Talks by famous authors visiting Mumbai
8. Economics – **DC** – Newspaper reading on current economic issues, Teaching elaborate research methods & statistics to all BA students resulting in 100% passing in the paper, Collaboration with ESTWA for last 25 years and organising and participation in various inter collegiate events therein, **CC**- Quiz contests, Display of aptitude paper on notice boards
9. FC – Cohesion of culture activities, Extempore speaking for students in class
10. F&N – Breast feeding week celebration for 15 consecutive years, Good participation in intercollegiate contests due to encouragement from teacher.
11. CD – providing employability skills, promoting entrepreneurial skills
12. BMM & BMS – University Rank holders
13. MCom – Earn while learn program, encouraging students to publish research papers based on dissertation, Mock viva for additional practice.
14. UGC Vocational – Use of Animoto s/w, interactive use of smart boards, developing communication skills through interactive and management games, Product designing using computers which is judged by industry experts.
15. Commerce – News presentation , Rolling trophy

Well the list is exhaustive and every department has at least one best practice to their credit.

The audit process is going to be an evolving one with every passing year, last year being the first one. Next year, based on our observations, the feedback received and with the autonomy coming in or even otherwise we are sure that there are going to be major changes.

Overall, the audit panel tried to do justice to the task allotted to them and would like to place on record thanks for the co-operation rendered.

Internal Audit Panel

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