

**Report of the Academic Audit of Various Faculties of SMP Govt. Girls PG  
College, Meerut**

**29<sup>th</sup> & 30<sup>th</sup> June, 2023**

**The Audit Team (Internal)**

**Date: 29<sup>th</sup> June, 2023**

**Chairperson: Principal, SMP Govt. Girls PG College, Meerut**

**Science Faculty**

***In-charge: Dr. Amit Kumar***

**Arts Departments**

***In-charge: Prof. Anuja Garg***

**Commerce Department**

***In-charge: Dr. Rakesh Dhall***

**Teacher Education Faculty**

***In-charge: Dr. Bhawna Singh***

**Members of IQAC:**

**Dr. Usha Sawhney**

**Dr. R.C. Singh**

**Dr. Ashish Pathak**

**Dr. Jyoti Chaudhary**

**Preface:**

The academic audit of SMP Govt. Girls PG College, Meerut was conducted on 29<sup>th</sup> June, 2023 by the Audit Team held on 30<sup>th</sup> June, 2023. The academic audit team comprises of one chairperson, four members of IQAC (Internal Quality Assurance Cell), four In-charges; one each to represent the respective faculty and one Department In-charge from each department for an effective processing of the Academic Audit. The college comprises of four faculties inclusive of Science, Arts, Commerce and Teacher Education.

The sole aim of the academic audit was to ascertain the students, teachers and collaboratively, the institution's up-gradation with the quality assurances on major specific points stipulated by National Assessment and Accreditation Council.

**The Major Parameters Included:**

1. Teaching and Learning
2. Research and Extension Activities
3. Personal Profile (Achievements)

The audit teams held separate meetings with the members of the faculty, students and non-teaching staff. The reports are compiled and appended.

**Note:** All the faculty members of the college are selected and appointed through UP Public Service Commission. The regular grade fixation and promotion criteria are absolutely based upon specific set rules. These rules comprises of Orientation programs, Refresher courses, Short-term courses, Research publications, Research guidance, Project works, E-contents, Awards, Extension programs, Teaching and Learning record, Evaluation and Examination so on and so forth. Henceforth, all the faculties mandatorily complete the pre-requisites so as to maintain their eligibility for the respective post and also for an apt contribution to the qualitative up-gradation of the college.

The academic audit makes sure that the faculties are in their best performances and churning out the best from the students.

### **Introduction:**

SMP Govt. Girls PG College, Meerut, is a government institution governed by Department of Higher Education, Uttar Pradesh Government, established in 1999, affiliated to CCS University, Meerut and accredited with B+ Grade by NAAC in the second cycle. The college initially began with Faculty of Humanities exclusively and later on in 2005 the faculties of Commerce and Science at UG Level were also introduced. The faculty of Teacher Education was introduced in 2009. The PG Courses were introduced in Humanities in 2005 and in Science and Commerce in 2014. The college initially started with a very small strength of 04 students and reached a modest figure 1877 in present Session 2022-23.

The college began to admit women, responding to the growing need of women's education in UP. In 1999, the college began with nine subjects in Humanities and Home Science was introduced in 2014. Now college offers 17 Undergraduate courses, 15 postgraduate programs, and a research centre for 16 subjects inclusive of all the four faculties.

The college has 01 Principal, 49 permanent faculty members and 04 members as office staff.

The college held an academic excellence inspection through National Assessment and Accreditation Council (NAAC) acquiring Grade B in the year 2012 and Grade B+ in 2017. The college's vision is to liberate the Knowledge. The college works on the strong belief in our Indian philosophy and knowledge; we see education as a great tool to develop citizens with self-reliance, high ideals, noble thoughts and duty consciousness.



As, the institution is working to serve the nation's most noble profession of teaching and guiding to prepare good citizens, our motto is to develop women leaders. These women leaders shall be well equipped and fully empowered to nurture themselves and their family to live a happy and meaningful life. The college strives on the fact that education is being imparted to the students so that it can bring wisdom which shall uplift themind and soul to achieve ultimate goals by crossing all the hurdles that arise from ignorance, incapability and other societal taboos. Our aim is to foster the supreme quest for truth and inquiry, creativity and love for knowledge.

#### **Academic Audit (Internal):**

*(Observations of the In-charges of the Faculties)*

The Academic Audit team of the college reviewed the Academic programs conducted by various departments running under the respective faculty. It included three aspects; Teaching and Learning and Research & Extension Activities and Personal Profile (Achievements),

Each department showcased the department's annual academic calendar's execution through a well-prepared presentation providing a thorough understanding of the course objectives and its outputs. The departments held various intra and inter-departmental academic and co-curricular competitions which enables the students in polishing their knowledge and skills. Our college head, the principal also forms various committees as per the need for a smooth functioning and apt execution of different objectives. Few committees are in-house formed and few are government instructed and guided. The departments and committees invite different subject experts in specialized areas of the respective program to deliver extension lectures covering the multi-disciplinary aspect, a special feature of NEP.

Each and every department owns a departmental (subject dedicated) library. The college has a central library and an E-library as well. Students visit these libraries during their free periods so as to enhance their knowledge inclusive of multi-disciplinary studies as well.

The aim of the college is to impart higher education to all the students in a way that they can be made independent and a better citizen of the nation. More than 80% of the students are duly counseled for employment opportunities by the respective department. The department very well fulfils its responsibility at the initial stage followed by further efforts of the Career Counseling Cell which organizes job fairs at proper intervals of time throughout the session.

The students are facilitated with hands-on-training through Skill Development Courses in seven major professional areas under the umbrella of NEP 2020. The college is truly following NEP 2020 norms and is determined to organize inter-departmental lectures, workshops, seminars, educational visits and tours. The



departments polish the students' talents by holding different competitions at intra and inter-departmental levels.

The college as a research center is accomplishing worthy research works which shall benefit the society and the nation as large. Many Pre-Ph.D Submission viva voce and final Ph.D viva voce has been conducted. The academic audit form of the respective research guide clearly exhibits the number of research scholars being guided and also the Viva-voce being held under their supervision.

The committee of the academic audit got convinced with the performance of the departments of the respective faculty. The members had a face-to-face interaction with the students and took their feedback as well. The students were absolutely satisfied and content with the teaching-learning system and expressed their thankfulness towards the college teachers and the principal for arranging maximum output out of available resources. But they pointed out the following to be brought to the notice of the authority.

1. The pathway towards the college from the main road is troublesome to commute.
2. The posts of lab assistants and technicians are vacant which creates a discomfort in running the laboratory assignments smoothly.
3. The position of librarian is not yet created, which once get created and filled shall ease the functioning of the library.
4. Few more classrooms and labs needed to run the Teacher Education program as per the demand of the course curriculum.
5. Lack of play ground to execute sports activities in an effective manner due to the construction of new building.
6. Need of more smart classrooms as online studies are becoming the need of the hour in the globalized scenario.

**In the above mentioned context, the following suggestions may be taken into consideration:**

**A reminder letter to the concerned government bodies:**

1. To get the road constructed.
2. To fill the posts of lab assistants and technicians.
3. To create the post of librarian.

4. To check for the possibilities to get one building solving the issue of classrooms and labs to run B.Ed courses.
5. To provide more land to be used as a play ground.

**Compliance Status of Previous Session:**

1. The Municipal Corporation has sanctioned for the construction of the road that connects the college with the main road for a smooth commute.
2. Letters have been sent to the respective authorities regarding point number 2, 3 & 4.
3. The efforts are under process to get an MOU signed with some nearby institution so that we can utilize their land to arrange certain sports events on temporarily basis till there isn't any final allotment of a ground or a piece of land.
4. The college took the initiative to install three interactive smart boards, one overhead projector and constructed a full-fledged smart classroom so as to function with more of ICT.



## **Report of Academic Audit (External)**

**Date:** 30<sup>th</sup> June, 2023

**Auditee:** SMP Govt. Girls PG College, Meerut

### **Auditors:**

1. Prof. Anuj Kumar  
Dept. of Physics &  
IQAC Member  
CCSU Campus, Meerut
2. Dr. Poonam Singh  
IQAC Co-Ordinator  
RG PG College, Meerut

### **Faculties/ Departments Visited:**

1. Science (05 Departments)
2. Commerce
3. Teacher Education
4. Humanities (10 Departments)

### **Audit Parameters:**

1. Personal Profile
2. Teaching and Learning
3. Evaluation/ Examination
4. Research and Extension Activities
5. Curriculum Design and Implementation
6. Infrastructure and Learning Resources
7. Student Support and Progression
8. Governance and Leadership
9. Best Practices

### **Academic (External) Audit team's Observations:**

An evaluation of each and every department was done on the basis of above parameters. Overall scrutiny starting from the first parameter till the last was executed with a systematic approach. The assessment of all the respective faculty members were done, which was found appropriate according to the norms of UGC and CAS.

The teachers **Personal Profile** was assessed to check whether they have been active in teaching and learning, research and extension activities and their personal profiles inclusive of achievements, if any. The audit analysis was categorized on the basis of three factors, i.e., Satisfactory/ Good or Excellent.

All the faculty members are involved and are good at delivering their lecture through conventional and also through ICT support. **The Teaching and Learning** is the core area of the profile of the teacher wherein each one is found good.

The **Evaluation and Examination** process is followed by all the teachers as there takes place one and two Internal Examinations per semester by UG and PG courses respectively. The evaluation work is done for the allotted course and the paper.

The **Research and Extension Activities** are performed on a regular basis by each teacher, department, UGC & Research Cell and Extension Lecture Cell. Most of the departments are into research guidance.

Seven departments have performed **Curriculum Design and Implementation** under NEP 2020. The students are getting professional skills sharpened by these courses and it has enhanced the course curriculum as well.

The college has put extra efforts to strengthen the **Infrastructure and Learning Resources** by installing three smart boards, one over-head projector and by furnishing a room as a full-fledged smart classroom. These facilities have supported the teachers to teach through an effective tool and also the students are benefitted with ICT.

Each and every faculty is dedicated to provide **Student Support and Progression** through Mentor-Mentee Scheme and Career Counseling Cell. The students are free to contact the mentor as and when required apart from their scheduled meetings.

Teachers motivate and inspire students to participate in various units of the college comprising of NSS, NCC, Rangers along with Mission Shakti, Azaadi ka Amrit Mahotsav and Sadak-yatayaat suraksha etc to instill **Governance and Leadership** qualities.

The college assessment was done to analyze the **Best Practices** being followed in the campus. These best practices were found to be an enhancing part of the student's personalities and also a contribution to the society at large fulfilling social causes and also technology based teaching etc. Evidence and records were verified for each and every point mentioned under academic audit pointers.

Data of SC/ ST/ OBC students was checked and verified. The UG & PG timetables were reviewed to understand the class engagement scenario. It was also cross-checked whether there is an alternative being set in case of any classes being left due to unavoidable circumstances, for example; faculty development courses, leaves and absenteeism due to administrative duty allotment.



The pedagogy followed in engaging classes was discussed and reviewed for effectiveness. The SWOC (Strength, Weaknesses, Opportunities and Challenges) analysis conducted by the faculties was reviewed. Both documentary and non-documentary (interviewing students & teachers) evidences were checked. The performance of the faculties was assessed based on the alignment of the NAAC's seven criteria highlighting the eligibility criteria for the grades' fixation and promotion processes.

Interaction with the departmental council; a team of students representing all classes was made. The teachers and departments were evaluated on the basis of the feedback being gathered while interacting with the students.

A face-to-face interaction was held with the special government initiated committees. The respective In-charges proved to be functioning for positive outcomes through documentation and non-documentation format both.

Two units of NSS, one each of NCC and Rangers both were found effectively executing potential events and awareness programs for the development of society. The involvement of good number of students was observed which proves that the college is truly extending full support and volunteering spirit in contributing to the social responsibility causes.

An informal discussion with the IQAC members, In-charges of various faculties and departments helped in getting the vision for the future, sharing the previous results and findings so as to make new suggestions as to how the faculties can improve.

A meeting held with the office staff and the fourth class employees widened the frame of understanding of the infrastructure. Though the present infrastructure needs to be worked upon but the resources available at present are being utilized in such a systematic manner that the students are getting maximum benefit out of them.

#### **Collaborative observations:**

1. The faculty profile of the departments is very good. The faculty members come from various backgrounds and have studied in institutions of repute. All of them have been selected by UPPSC and appointed by Department of Higher Education, Govt. of Uttar Pradesh.
2. The potential and synergy amongst the faculty members should be utilized to uplift the institution and brought further to National Level of competence.
3. Many events and tie-ups are being done in collaboration with other organizations which is contributing to the betterment of the college. Such initiatives shall bring further more developments in future accomplishments of the teachers, their respective departments, various



faculties and above all the college resulting into building of an authentic academic framework affiliated to the CCS University.

4. The IQAC committee being decorated with renowned stakeholders is functioning with the suggestions and guidance of them belonging from various societal arenas. These stakeholders are also supporting the college by providing full cooperation in different capacities so as to upgrade and polish the students for a worthy competency in the outside professional world.
5. The college is determined to take necessary measures to take care of resource preservation and maximum utility features to build a self-sufficient campus along with an Eco-friendly premise.
6. The government initiated programs like; Mission Shakti, Azaadi ka Amrit Mahotsav, Jal Sanrakshan, SVEEP, UP Rajya Sadak Suraksha Parishad, Mahatma Gandhi Rashtriya Graamin Shiksha Parishad and many more are actively performing the assigned tasks in a result-oriented direction boosting the morale of the students and spreading the awareness amongst the people of the society and surrounding.
7. The students are being trained to learn leadership skills by providing them platforms like; departmental council membership, NSS, NCC and Rangers units etc. They get to learn a lot by following the footsteps of national heroes and national pride movements through a vast learning that they get by the celebrations of all national festivals and birthdays of national heroes.
8. The college teachers in comparison to the last session have put many more sincere efforts for execution of the research activities.
9. The teachers are involved in Teaching and learning followed by Examination and Evaluation assignments resulting into a smooth functioning of classes and generation of results at intra-level of the college. The external exams results are totally processed by the university; only the responsibility of conducting those exams within the college campus is the college's key point.
10. The college has initiated to design skill courses and implement them under the umbrella of NEP 2020.
11. Various departments execute educational tours and field trips for the practical understanding of the subject and subject related

### **Interaction with the Students:**

The team interacted with the students groups and the following observations have been noticed:

1. The Students were clear about the learning outcome.
2. The Students were positive and highly appreciative of the College.
3. They have quantified with examples, by telling how they got benefitted from various initiatives being taken by the teachers and the departments respectively so as to run an over-all development program for the betterment of the students.
4. The students were found to be counseled aptly on what they wanted to do after their post-graduation courses.
5. It was observed that the students possessed a belongingness towards their college.

### **Interaction with the Research Scholars:**

1. The scholars were happy with their research guides and the support system that they acquire from the college.
2. The UGC & Research Development Cell takes care of the scholar's centric issues.
3. The cell also organizes need - based meetings with the research scholars providing a platform to them to share their works and experiences from time to time.
4. The JRF scholars found the government's system well-planned and motivating to run their research expenses so as to obtain the maximum output out of the available resources.
5. The scholars showed their feelings of dedication, devotion and belongingness and volunteered their contribution for the college's up-gradation through their work participation.

### **Interaction with Non-Teaching Staff:**

1. The team had few meetings with the non-teaching staff. They are generally happy and their concerns are, the government is not filling the vacancies of non-teaching posts. As most of the staff is not IT SAVY, they need a technical support in an authentic capacity i.e., a technically trained one.
2. The out-sourced staff too is found to be content and good to go to work for the betterment of the college by taking care of the infrastructure and premise.



### **Suggestions:**

Things to be done for future development to bring the College and the work of the Teachers highlighted in the academic frame work of the CCS University:

1. More and more Inter-university events to be participated in by the students and teachers both. This shall provide a new and fresh exposure to the academic achievements fulfilling the level of education at Regional, State, National and Inter-national levels. Whereas, the involvement in the above-mentioned activity is found to be worthy enough to report that the college is performing really good.
2. The retired teachers shall be invited to deliver talks on various multi-disciplinary topics so as to utilize their rich experience of teaching and learning making the students confident about their personalities in and outwardly both. The lecture-extension cell is definitely active in the college and is organizing good number of intra-departmental and inter-departmental lectures in present scenario as well.
3. The college is a stand-alone academic institution of government in Meerut city imparting the best education and best counseling to the girl students coming from rural backgrounds. More funds from the government shall be demanded which will positively contribute in infrastructural development and maintenance resulting in acquiring an increase in number of admissions.

### **Summary:**


The academic audit of session 2022-23 proved to be one-step ahead from the previous session setting an example of result-oriented functioning of the college. All the major pillars of the college administrative and functioning system; inclusive of fourth class, office staff, faculty members, stakeholders, guests and visitors (indirect pillars) and the principal were observed to be contributing with their best abilities so as to provide a conducive academic environment. The actual backbone of the college; the students were found content, satisfied and happy with academic standards, co-curricular activities, skill development programs, Intra plus Inter-collegiate and Intra plus Inter-University events. There excitement proved the college environment absolutely suitable for the students.

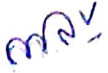
The best practices inclusive of on-line teaching, sewing course, sanitary napkins facility, rain-water-harvest plant, Re-cycling through D-compost Pit, eco-club and solar plant's installation and adoption of a village nearby geographical region of the college; all are playing an important role in contributing to the best practices and complete development of the students by providing a comfortable and healthy environment. The individual teacher's, departments,


faculties, government initiated committees, social welfare committees, research guides and various stakeholders all were witnessed to be in synchronization; contributing towards an overall development of the students and strengthening their academic and co-curricular profiles.

This academic audit declares that the college may follow the above-mentioned few suggestions to improve the functioning further more but in totality the team has found that the college's administration is involved in full-fledged capacity. It is capable of providing a safe, healthy, happy and conducive environment for everyone. All these efforts are truly transparent, establishing understandings that that the college will keep climbing the ladder of up-gradation, up-liftment and success at each step by every advancing day so as to achieve smaller goals followed by the bigger ones in the future.

I/We wish all the best to the college administration, teaching, non-teaching staff, stakeholders and fourth-class employees.

  
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**PRINCIPAL**  
30/06/2023