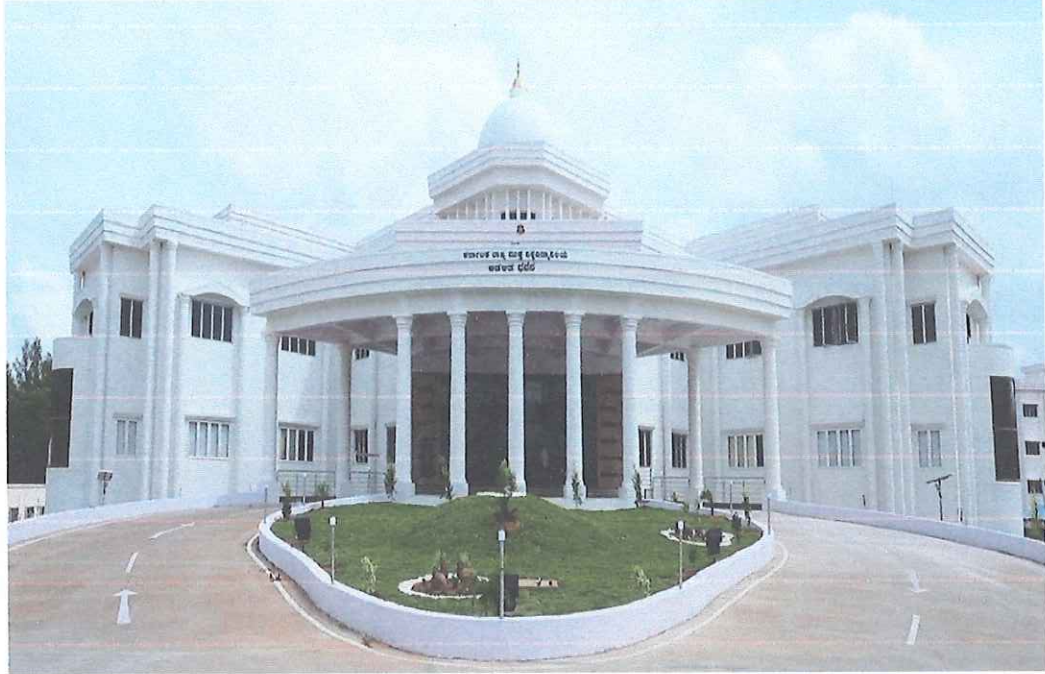




KARNATAKA STATE OPEN UNIVERSITY

Mukthagangotri, Mysuru-570 006



***ACADEMIC AND ADMINISTRATIVE
EXTERNAL AUDIT REPORT***

2017-18 to 2021-22 (5 years)

**Prepared and Analysed
by
AAA COMMITTEE**

The External Committee comprising of below members visited the University on 05-12-2022 and 06-12-2022

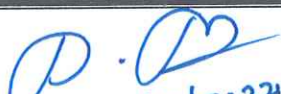
- 1. Prof. Ami Upadhyay, Hon'ble Vice Chancellor, BAOU,**
- 2. Prof Hemanth Kumar, Former - Vice Chancellor, UOM,**
- 3. Prof Thyagaraj, Director CIQA, TNOU**

Academic and Administrative Audit (AAA):

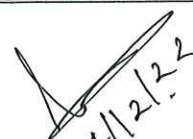
The main objective of the audit is to review, assess, and evaluate the performance in domains of teaching-learning and evaluation process, research, extra-curricular and administrative aspects pertaining to academic departments of the university so as to ensure preparedness for NAAC accreditation.

As a part of the audit process, the criteria-wise evaluation of the academic department includes:

- I. Curricular Aspects
- II. Teaching-Learning and Evaluation
- III. Research, Innovations and Extension
- IV. Infrastructure and Learning Resources
- V. Learner Support and Progression
- VI. Governance, Leadership and Management
- VII. Institutional Values and Best Practices


07/11/2022




07/12/22

Schedule planned for the AAA

The Schedule planned for the AAA visit with prior permission of the committee is mentioned below.

6 th December 2022	
Time	Visit / Activities
11.00 am - 11.30pm	Preliminary Meeting with All Statutory Officers and CIQA Team
11.30am - 1.30pm	SSR Presentation
1.30pm - 2.30pm	Lunch Break
2.30pm - 3.30pm	Visit to Science Block (All Science Departments)
3.30pm - 3.40pm	Admission Block
3.40pm - 3.50pm	Economics Department
3.50pm - 4.00pm	Political Science Department
4.00pm - 4.10pm	Public Administration Department
4.10pm - 4.20pm	Telugu & Urdu Department
4.20pm - 4.30pm	Kannada Department
4.30pm - 4.40pm	Sociology Department
4.40pm - 4.50pm	Ancient History & Archaeology
4.50pm - 5.00pm	Journalism Department
7 th December 2022	
10.30am - 10.40am	Registrar Section
10.40am - 10.50am	Dean (Academic)
10.50am - 11.00am	Dean (Study Centre)
11.00am - 11.10am	Finance Section
11.10am - 11.20am	CIQA Section
11.20am - 11.30am	English Department
11.30am - 11.40am	History Department
11.40am - 11.50am	Hindi Department
11.50am - 12.00pm	Library
12.00pm - 12.10pm	Exam Branch
12.10pm - 12.20pm	Lesson Section
12.20pm - 12.30pm	Competitive Examination Cell
12.30pm - 12.40pm	Audio Visual Studio
12.40pm - 12.50pm	Education
12.50pm - 1.00pm	Commence Department
1.00pm - 1.10pm	Management Department
1.10pm - 1.20pm	IT Cell
1.20pm - 1.30pm	Ladies Hostel
1.30pm - 2.30pm	Lunch Break
2.30pm - 2.40pm	Guest House
2.40pm - 2.50pm	Health Centre
2.50pm - 3.00pm	Engineering Section
3.00pm - 3.10pm	Legal Cell
3.10pm - 4.00pm	Exit Meeting with All Statutory Officers
4.00pm - 4.10pm	Group Photo

P. M.
07/11/2022

S. W.

07/12/22

The committee visited different sections and academic departments of the university as per the above mentioned schedule.

In the introductory meeting, the Hon'ble Vice chancellor Prof. Sharanappa V Halse welcomed all the members of the committee and briefly presented the vision and mission of the university with their planning for NAAC Accreditation process in near future. He also introduced the Registrar and CIQA Committee to the AAA committee.

The Vice Chancellor requested the members to peruse the draft SSR prepared by the University and offer their valuable suggestions. The Vice Chancellor specially requested Prof. Ami Upadhyay, Hon'ble Vice Chancellor, BAOU, to provide valuable inputs as the Dr. Babasahib Ambedkar Open University has obtained A++ grade in NAAC.

The Audit started with presentation of the detailed draft of SSR made by Dr. H. Rajeshwari, coordinator- NAAC that the committee has prepared till date.

The committee made suggestions and shared their observations regarding all the seven criteria in SSR. After that the CIQA committee asked set of questions for the solutions of quires they had committee responded them positively. The committee also guided how to prepare seven separate files criteria wise where clearly quantitative and qualitative (Q_{ms} and Q_{n,m}) are described. The committee also suggested how supportive documents should be uploaded and filed properly with proper numbering.

In the afternoon session, the committee witnessed and evaluated all the presentation was made by academic departments like English, Journalism, Economics, Environmental science and Management etc where they made detailed remarks and suggestions about the design of presentation, structure of presentation, nomenclature of presentation, templates of presentation. They also suggested about 'do' and 'don'ts' of presentation. It was also instructed that all the teaching and non-teaching staff should have gone through the Open University NAAC manual and be aware of seven criteria.


07/11/2022




07/11/22

Second day, the committee visited Registrar Section, Dean(Academic) Section, Dean(Study Centres), finance section and CIQA section. They checked files, registers. They enquired office staffs randomly with clerks and officers about them. The training, their performance, their future plans at the same time their internal coordination and coordination with statutory bodies and authorities outside were discussed. They also interacted with the other stakeholders. Not only that after interaction, they also guided departmental heads, members of respective departments for their further preparation. After every interactive session, committee very positively responded to each and every concerned enquiry of the staff.

The committee asked about the file management system, e-office portal, policies such policy for promotion of research, consultancy, Employee welfare, Design and Development of SLM, mobilization and optimization of resources, exam automation and manuals such as exam manual, Academic Counsellor Manual, Academic Manual.

The committee further visited different academic department such as English, History, Hindi, Library, Exam branch, lesson section, competitive examination cell, Audio Visual Studio, Education, commerce, Management, IT cell, ladies hostel, guest house, engineering section and legal cell

The Committee also asked about roles and responsibilities of the officers and the offices. The committee checked the infrastructure and other facilities.

Exit meeting was arranged wherein the committee highlighted the observations and positively responded to the queries of the staff regarding the visit.

The registrar thanked each and every member of the team for accepting the invitation, coming and providing useful suggestions.

P. B.
07/xii/2022.

S. K.

07/12/22

REGISTRAR

Karnataka state Open University
Mukthagotri, Mysuru-570 006.