

# **Action Taken Report on**

## **Academic and Administrative Audit 2021-22**

### **Haji Anfar Ali College, Doboka**

Based on the findings of the Academic and Administrative Audit 2021-22, the college has taken several positive actions to address the identified weaknesses, leverage opportunities, and tackle challenges. The following actions have been taken:

#### **Weaknesses:**

1. Teachers not inclined to use modern ICT facilities for teaching-learning:
  - Conducted comprehensive training sessions to familiarize teachers with modern ICT tools and their benefits.
  - Organized workshops and seminars on incorporating technology in classroom instruction.
  - Established a dedicated ICT support team to assist teachers in implementing ICT effectively.
2. Poor activities in research and publication:
  - Introduced incentives and recognition programs to encourage faculty members to engage in research activities and publications.
  - Organized research-oriented workshops and conferences to foster a culture of research.
  - Provided necessary resources and infrastructure to facilitate research and publication.
3. No Regular PG Courses:
  - Conducted a thorough analysis of the demand for postgraduate courses in various disciplines.
  - Initiated the process of introducing regular PG courses in relevant departments based on the demand and feasibility.
4. No adequate Boys Common Room Facility:
  - Conducted a needs assessment to understand the requirements of boys for a common room facility.
  - Undertook construction and renovation work to establish a well-equipped and comfortable boys' common room.
  - Ensured that the common room provides necessary amenities and a conducive environment for boys.
5. No Honors Course in Education subject:
  - Conducted a detailed study to evaluate the demand and feasibility of introducing an Honors Course in Education.
  - Developed a comprehensive curriculum for an Honors Course in Education, aligned with the latest industry trends and academic standards.
  - Sought necessary approvals from the appropriate authorities.

## Opportunities:

1. Despite a shortage of teaching staff in some departments and a lack of adequate infrastructural facilities, the quality of teaching fulfills the needs of the students:
  - Prioritized infrastructure development, including classrooms, laboratories, and libraries, to create a conducive learning environment.
2. Enhanced measurability and specificity of learning outcomes to facilitate effective assessment and alignment with program objectives:
  - Revised and refined the learning outcomes to ensure they are specific, measurable, and aligned with program objectives.
  - Implemented a robust assessment system to measure student achievement and continuously improve the learning process.
  - Regularly reviewed and updated learning outcomes based on feedback and evaluation results.
3. Strengthened coordination and communication among student support services to provide seamless support to students:
  - Established a dedicated student support center to centralize and streamline student services.
  - Improved coordination between different support services, such as counselling, career guidance, and academic advising, to provide holistic support to students.
  - Implemented an effective feedback mechanism to address student concerns promptly.
4. Facilitated more soft skills and job-oriented courses:
  - Introduced a range of soft skills and job-oriented courses to enhance students' employability and career prospects.
  - Collaborated with industry experts and professionals to design and deliver courses that align with current job market demands.
  - Conducted regular workshops and seminars on developing soft skills, communication, and professional etiquette.
5. Encouraged faculty members to participate in FDPs, research activities, and publications:
  - Provided financial support and resources for faculty members to attend Faculty Development Programs (FDPs).
  - Established internal research grants and encouraged faculty to actively engage in research activities.
  - Recognized and appreciated faculty members for their research contributions and publications.
6. Implemented an E-rickshaw facility from Doboka Bus stand to College:
  - Collaborated with local authorities and transport providers to establish an E-rickshaw facility for the convenience of students commuting to and from the college.
  - Ensured regular and reliable transportation services, particularly during peak hours, to facilitate easy access to the college.

## Challenges:

1. Obtaining Govt and Non-Govt funded Research Projects:
  - Strengthened the research cell and established collaborations with funding agencies.
  - Encouraged faculty members to actively pursue research grants and projects by providing necessary support and guidance.
  - Developed research proposals aligned with the research priorities of government and non-government funding organizations.
2. Providing formalistic remedial teaching for challenged learners:
  - Developed a structured remedial teaching program to address the specific needs of challenged learners.
  - Implemented personalized interventions, additional tutoring, and mentoring to support these learners.
  - Monitored and evaluated the progress of challenged learners regularly to
3. Constructing an Open Air Theatre (OAT) in the college campus:
  - Initiated fundraising activities, including seeking sponsorships and donations, to support the construction of the OAT.
  - Engaged with architects and contractors to ensure the timely and efficient completion of the Open Air Theatre project.

In conclusion, the college has taken proactive measures to address the identified weaknesses, leverage opportunities, and tackle challenges. These actions demonstrate the college's commitment to continuous improvement and providing a conducive learning environment for students. With ongoing efforts and dedication, the college aims to enhance the quality of education, research output, and overall student experience in alignment with its objectives and mission.