

Proforma of Participation

Name of the participant:

Designation:

Office address:

Institute
Post Office
Town/City
District
PIN Code
email ID:
Phone No.:

Participant Category:

Paper presenter Participant only

Title of the Proposed paper:

Fee details:

DD No.	
Net Banking	
Other Means	

Payment may be made to:

Bank and Account No:

Branch:

IFSC:

Patrons

Prof. Ranjit Tamuli

Vice Chancellor, Dibrugarh University

Prof. Harichandra Mahanta

Registrar, Dibrugarh University

Prof. Chandrakanta Gogoi

Chairman, Governing Body, DHSK College

Chairman

Dr. Sashi Kanta Saikia

Principal, DHSK College

Convener

Dr. Mridul Sarma

Coordinator, IQAC, DHSK College

Co-Convener

Dr. Nazimuddin Ahmed

Ms. Aradhana Priyambada Bhuyan

Dr. Dipankoj Gogoi

Jt. Coordinators, IQAC, DHSK College

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Members

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Dr. Deba Prasad Phukan

Dr. Chandana Goswami

Dr. Meetali Chaliha

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Internal Quality Assurance Cell Dibrugarh H S Kanoi College

Dibrugarh, Assam



National Seminar on

ACADEMIC AND ADMINISTRATION AUDIT

7th and 8th December, 2018

In collaboration with
**National Assessment and Accreditation
Council, Bengaluru**

Academic and Administrative Audit (AAA)

Academic and Administrative Audit (AAA), are very essential for the excellence in Higher Education. These are interrelated concepts. Thus in order to have a quality oriented academic, there should be a strong administrative background.

Academic audit can be understood as a scientific and systematic method of reviewing the quality of academic process in the institution. It is related with the quality assurance and enhancing the quality of academic activities in HEIs.

Administration Audit can be defined as a process of evaluating the efficiency and effectiveness of the administrative procedure. It includes assessment of policies, strategies & functions of the various administrative departments, control of the overall administrative system etc.

Objectives of AAA:

1. To understand the existing system and assess the strengths and weaknesses of the Academic and Administrative Units and to suggest the methods for improvement and for overcoming the weaknesses.

2. To identify the bottlenecks in the existing administrative mechanisms and to identify the opportunities for academic reforms, administrative reforms and examination reforms etc.

3. To evaluate the optimum utilization of financial and other resources.

4. To suggest the methods for continuous improvement of quality keeping in mind criteria and reports by NAAC and other bodies.

Objectives of the Seminar

a) To bring awareness towards the academic audit system.

b) How academic audit can improve the overall situation of a college/ institution.

c) To give a thorough knowledge over their newly introduced idea to the academic system in national platform.

Discussion Themes:

- a) Academic audit in higher education system.
- b) Academic and Administration Audit is for academician/ administrators/ researchers.
- c) Academic Audit vs. Quality improvement.
- d) Role of Academic Audit in quality enhancement in higher education.
- e) Students' participation or engagement in quality assurance issues.

Expected outcome:

- i) Ideas to improve the conventional education system for better gradation.
- ii) Participation means awareness and that will lead to betterment of institutes as well.
- iii) From the view points of the participants and the others, the overall uplift of our institute can be possible.
- iv) Students participation in academic growth of the institute is important. How the students can be engaged in these activities; we can also have some basic knowledge on this aspect too.
- v) It will improve quality of education and accountability of the faculties.

Call for Papers:

Papers are invited from interested persons for presentation based on the theme of the Seminar and allied areas. Abstracts should be sent to dhsqiqac2015@gmail.com on or before **10/11/2018** (within 250 words, MS Word, Times New Roman, 12 points).

Registration Fees:

(On or before **10/11/2018**)

Teachers/Administrators:	Rs. 1500.00
Research Scholars:	Rs. 1000.00
Students:	Rs. 700.00

(After **10/11/2018**)

Teachers/Administrators:	Rs. 2000.00
Research Scholars:	Rs. 1500.00
Students:	Rs. 1000.00

Important Dates:

Submission of Abstract:
Notification of Acceptance
Submission of full Paper:
Last date of Registration:

DHSK College, its location and climate:

DHSK College was established in 1945, instrumental in establishing the Dibrugarh University in 1965. The College has two streams comprising 18 departments catering the needs of the people of Upper Assam. The College is situated in the midst of Dibrugarh town which is well connected by Air, Train and Road. Climate of Dibrugarh is pleasant and the temperature ranges from 14° to 25° in December.

Accommodation:

Paid accommodation facility will be provided on prior request.