



Academic and Administrative Audit Report (2018-19)

Executive Summary:

This report presents the findings of the Academic and Administrative Audit conducted for the NSHM Knowledge Campus, Kolkata, for the academic year 2018-19. The audit aimed to assess the effectiveness and efficiency of the educational and administrative processes in the institutions offering Pharmacy and Management education.

I. Introduction:

NSHM Knowledge Campus, Kolkata, is a renowned group of institutions offering education in Pharmacy and Management. The audit was conducted to evaluate the overall performance, adherence to academic standards, and the effectiveness of administrative processes during the academic year 2018-19.

II. Methodology:

The audit process included a comprehensive review of academic and administrative records, interviews with key stakeholders, analysis of student performance data, and examination of infrastructure and facilities. The audit team comprised experienced professionals in education, administration, and quality assurance.

III. Academic Audit:

1. Curriculum and Pedagogy:

- Reviewed the curriculum to ensure alignment with industry standards.
- Assessed the effectiveness of teaching methods and pedagogical approaches.

2. Student Performance:

- Analyzed academic performance data to identify trends and areas for improvement.
- Evaluated the implementation of assessment and grading systems.

3. Faculty Evaluation:

- Conducted interviews with faculty members to gauge their qualifications, teaching methodologies, and engagement with students.
- Assessed faculty development programs and participation.

IV. Administrative Audit:

1. Infrastructure and Facilities:

- Evaluated the adequacy and maintenance of physical infrastructure.
- Examined the availability and functionality of laboratories, libraries, and other facilities.

2. Admission and Registration:

- Reviewed admission processes to ensure fairness and transparency.
- Examined registration procedures and record-keeping.

3. Financial Management:

- Scrutinized financial records for transparency and adherence to budgetary allocations.
- Assessed the utilization of funds for infrastructure development and academic activities.

4. Student Services:

- Evaluated the effectiveness of student support services.
- Examined grievance redressal mechanisms.

V. Recommendations:

Based on the audit findings, the following recommendations are made:

1. Enhance industry collaboration to ensure curriculum relevance.
2. Strengthen faculty development programs for continuous improvement.
3. Improve infrastructure maintenance and upgrade facilities where necessary.
4. Implement technology-driven solutions for administrative processes.
5. Enhance student support services and streamline grievance redressal mechanisms.

VI. Conclusion:

The audit report provides valuable insights into the academic and administrative aspects of NSHM Knowledge Campus, Kolkata, for the academic year 2018-19. It serves as a foundation for continuous improvement and maintaining high standards of education and administration.

VII. Acknowledgments:

We extend our appreciation to the faculty, staff, and students of NSHM Knowledge Campus for their cooperation and support during the audit process.