

6.5.2\_file no: 5 Report on Academic and Administrative Audit (AAA)



## SANSKRITHI SCHOOL OF BUSINESS

Behind SSSS Hospital, Prasanthigram, Beedupalli Knowledge Park, Puttaparthi-515134  
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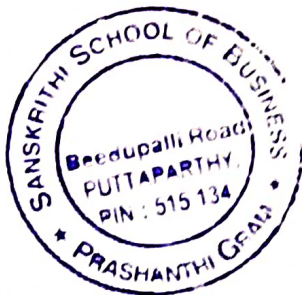
### Academic and Administrative Audit (AAA) for the Academic year 2021-2022

Submitted by  
External Auditors

Prof. (Dr) T.V .Suresh Kumar – Audit Coordinator  
Bangalore, Karnataka

And

Prof. (Dr) K. S .Rajanandam – Auditor member  
Principal (Retd)  
M S Ramaiah Institute of Technology  
Bengaluru, Karnataka



*Dr. Balakrishnan*

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## Academic and Administrative Audit (AAA) Report for Sanskrithi School of Business for the Academic year: 2021-2022

**Date of the Audit:** 05.05.2020

**Objective of the Audit:** The purpose of the academic audit that was conducted in Sanskrithi School of Business was to review and evaluate the academic processes, systems, and overall educational quality of the institution. Audits were performed on a variety of aspects, including the implementation of the curriculum, teaching methodology, assessment practices, faculty qualifications, infrastructure, and support services. The report presents an overview of the findings, recommendations, and possibilities for improvement that were uncovered during the audit.

According to the findings of the academic audit, Sanskrithi School of Business demonstrates a strong commitment to maintaining academic standards and providing students with a high-quality education. The educational program at this establishment has been meticulously planned out, and it both conforms to the requirements of the relevant industry and fosters students' overall growth. The members of the faculty have extensive experience as well as a high level of qualification, and they make significant contributions to the overall teaching and learning process. Nevertheless, the audit brought to light a few regions in need of attention and improvement; these are the topics that will be expanded upon in the following sections.

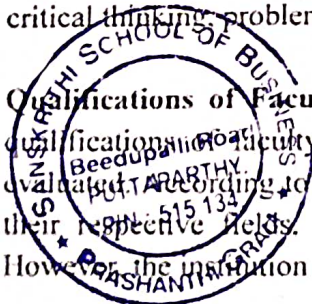
**Curriculum and Course Structure:** Both the curriculum and the course structure of Sanskrithi School of Business were examined during the audit. The program as a whole is thorough and up-to-date, incorporating recent academic research as well as current developments in the relevant industry. With the inputs given in previous audit on areas of improvement, value-added courses were implemented and course materials were updated. periodic curriculum evaluations were conducted.

**Teaching and Learning Methodologies:** The teaching and learning methodologies employed by faculty members were subjected to an audit. The institution implements a variety of instructional strategies, including lectures, interactive workshops, group discussions, and hands-on activities, internships, mini-projects in order to encourage greater participation from its students. Innovative pedagogical approaches are actively encouraged to be used by faculty members. As per previous audit recommendation, learning practices were implemented that which are more student-centered and experiential in order to encourage critical thinking, problem-solving ability, and independent learning.

**Qualifications of Faculty Members and Opportunities for Professional Growth:** The qualifications and opportunities for professional growth of faculty members as well as opportunities for Sanskrithi School of Business, Beedupalli Road, Prasanthigram, Puttaparthi - 515134, Ananthapuramu (Dt.) A.P. According to the findings of the investigation, the teaching staff is highly qualified in their respective fields, which is indicative of a high level of professional competence. However, the institution should place a primary emphasis on encouraging faculty members to

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participate in research activities, attend conferences, and pursue ongoing professional development in order for the faculty members to maintain a cutting-edge status in their respective professions.

**Assessment and Evaluation:** The assessment and evaluation procedures at Sanskrithi School of Business were investigated as part of the audit. The institution utilizes a variety of evaluation strategies, including examinations, assignments, projects, and presentations, among others. With suggestion from previous audit, OBE is practised and workshops on the same were organised.

**Infrastructure and Facilities:** The audit conducted at Sanskrithi School of Business evaluated the institution's infrastructure and facilities. The educational establishment makes available to its students an adequate number of digital classrooms, computer lab and library. The audit, on the other hand, recommends updating specific facilities and investing in cutting-edge technologies in order to improve the overall environment for teaching and learning.

**Student Support Services:** Both the availability of student support services and their effectiveness were evaluated during the course of the audit. Counselling, career counselling, and academic advising are just some of the support services that are available to students at Sanskrithi School of Business. With the recommendation of audit team, internships were implemented.

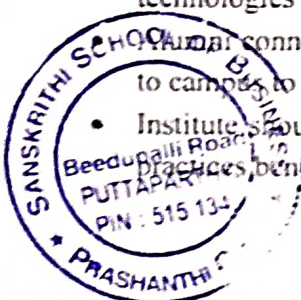
Last but not least, Sanskrithi School of Business demonstrates a deep commitment to providing excellent educational opportunities. The college has the potential to improve its academic performance by resolving concerns like skill development, which will also contribute to the overall growth and development of the institution's student body.

The findings of the academic audit led to the formulation of the following recommendations, which are offered in light of those findings:

- Include value added programs which are upskilling and complementing that semester curriculum or MBA curriculum in general
- More industrial visits, and industry connect program need to be provided to enhance quick bridging of the gap right from the first semester
- Faculty need to publish quality research papers and for which they should be encouraged to attend conferences and FDP to upskill themselves
- Action plan implementation post feedback mechanism from stakeholders need to be strictly implemented and need to check with the plan
- Required softwares and technology should be enabled to complement with the new technologies in computer labs

Industry connect need to be strengthened. Create more avenues of bringing them back to campus to share their wisdom with the existing students.

- Institute should constantly drive in the direction of the strategic plan and implement practices, benefiting the stakeholders.



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Academic and Administrative Audit (AAA) for the Academic year: 2021-2022


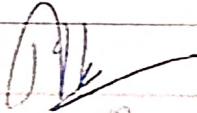

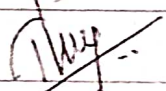
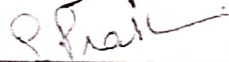
Opening Meeting Minutes

Date: 05.05.2022

Time: 9.30 AM

Venue: Principal Office

Members/Participants:

Name	Designation	Signatures
Prof. (Dr) K. S Rajanandam	Auditor member Principal (Retd) M S Ramaiah Institute of Technology Bengaluru, Karnataka	
Prof. (Dr) T .V .Suresh Kumar	Audit Coordinator Bangalore, Karnataka	
Dr. Bala Koteswari	Principal, Sanskrithi School of Business	
Dr. Venkatesan	Head of the Department, MBA	
Prof. Prashanthi	IQAC Coordinantor, Department of MBA	

Agenda:

1. Welcome and Introduction
2. Explaining Audit Objectives and Scope
3. Narrating the Audit Procedures and Timeline
4. Clarification of Roles and Responsibilities
5. Questions and Concerns from Participants
6. Action plan and future scope

Minutes:

**1. Welcome and Introductions**

The meeting was called to order by Dr Bala Koteswari, the Principal. Attendees introduced themselves, stating their names and roles within the institution.


**2. Review of Audit Objectives and Scope**

Prof. (Dr) T .V .Suresh Kumar provided an overview of the audit objectives, emphasizing the need to assess the institution's academic processes and standards on regular basis. The scope of the audit was discussed, including the areas and departments to be covered (as mentioned in Annexure-1)

**3. Discussion of Audit Procedures and Timeline**

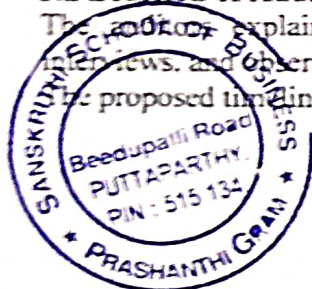
The auditor explained the planned procedures for data collection, document review, interviews, and observations.

The proposed timeline for the audit was presented as mentioned in Annexure-2.



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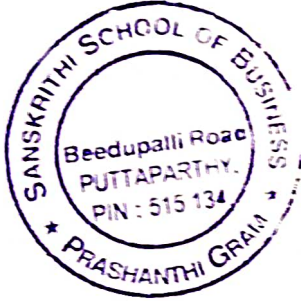
#### 4. Clarification of Roles and Responsibilities

The roles and responsibilities of the audit team and institution representatives were clarified. The Principal, IQAC coordinator, and HoD were identified as key points of contact for the auditors.

#### 5. Questions and Concerns from Participants

Participants were given the opportunity to ask questions or raise concerns regarding the audit process, confidentiality, or any other related matters.

The meeting was adjourned by the Principal at 10 am on the Date: 05.05.2022 for Closing meeting at 5 pm on Date: 05.05.2022



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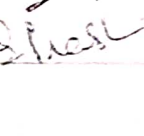
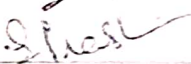
**Academic and Administrative Audit(AAA) for the year 2021-2022**  
**Closing Meeting Minutes**

Date: 05.05.2022

Time: 5.00 PM

Venue: Principal Office

**Members/Participants:**

Name	Designation	Signatures
Prof. (Dr) K. S Rajanandam	Auditor member Principal (Retd) M S Ramaiah Institute of Technology Bengaluru, Karnataka	
Prof. (Dr) T .V .Suresh Kumar	Audit Coordinator Bangalore, Karnataka	
Dr. Bala Koteswari	Principal, Sanskrithi School of Business	
Dr. Venkatesan	Head of the Department, MBA	
Prof. Prashanthi	IQAC Coordinator, Department of MBA	

**Agenda:**

1. Welcome and Introductions
2. Recap of Audit Objectives and Scope
3. Presentation of Audit Findings and Observations
4. Discussion of Recommendations and Action Plans
5. Questions and Comments from Participants
6. Acknowledgment and Appreciation

**Meeting Minutes:**

**1. Welcome and Introductions**

The meeting was called to order by the Principal

**2. Recap of Audit Objectives and Scope**

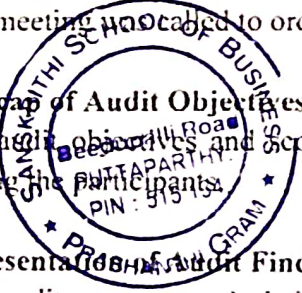
The audit objectives and scope were briefly reviewed to ensure a common understanding among the participants.

**3. Presentation of Audit Findings and Observations**

The auditors presented their findings and observations based on the audit procedures conducted.

  
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Key areas of strength and areas requiring improvement were highlighted.  
The auditors provided supporting evidence and documentation to substantiate their findings  
(Annexure -3)

#### **4. Discussion of Recommendations and Action Plans**

Recommendations for improvement were discussed, focusing on specific actions that could address the identified areas for improvement.

Participants provided input and suggestions regarding the proposed action plans.

Responsibilities and timelines for implementing the action plans were assigned.

#### **5. Questions and Comments from Participants**

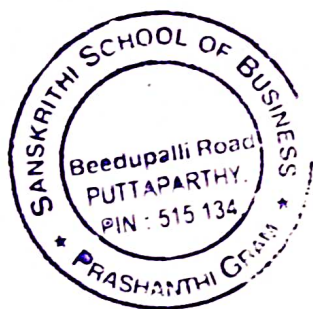
Participants were given the opportunity to ask questions, seek clarification, or provide additional comments regarding the audit findings, recommendations, or action plans.

#### **6. Acknowledgment and Appreciation**

The auditors expressed their appreciation to the institution representatives for their cooperation and assistance throughout the audit process.

The institution representatives acknowledged the efforts of the audit team and expressed their commitment to implementing the recommended improvements.

The meeting was adjourned by the Principal



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