

ਮਹਾਰਾਜਾ ਰਣਜੀਤ ਸਿੰਘ ਪੰਜਾਬ ਟੈਕਨੀਕਲ ਯੂਨੀਵਰਸਿਟੀ, ਬਠਿੰਡਾ

MAHARAJA RANJIT SINGH PUNJAB TECHNICAL UNIVERSITY

(A State Univ. Estd. by Govt. of Punjab vide Punjab Act No. 5 of 2015 and Approved u/s 2(f) & 12 (B) of UGC; Member AIU)

Bathinda-151001 (Punjab), India

REPORT

INTERNAL ADMINISTRATIVE AUDIT



MAHARAJA RANJIT SINGH PUNJAB TECHNICAL UNIVERSITY

Bathinda-151001 (Punjab), India

INTERNAL ADMINISTRATIVE AUDIT REPORT



2021

INTERNAL QUALITY ASSURANCE CELL
MAHARAJA RANJIT SINGH PUNJAB TECHNICAL UNIVERSITY
BATHINDA 151001

INTERNAL ADMINISTRATIVE AUDIT REPORT

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- Members, Respective Audit Committees

Inputs by:

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*Version 1
Year 2021*

INTERNAL QUALITY ASSURANCE CELL

INTERNAL ADMINISTRATIVE AUDIT REPORT

Report of Internal Administrative Audit & IQAC Suggestions

Sr. No.	Department/Office	Date of Audit	Observations/suggestions of Internal Audit Committee
1	Vice Chancellor	08.11.2021	Nil
2	Registrar	08.11.2021	<ol style="list-style-type: none"> 1. Grievance Register should be placed 2. MoU and related activities record should be maintained 3. All Committees & their agenda/ MoM to be updated on website.
3	Establishment/Administration	08.11.2021	Various policies need to be framed for effective and transparent administration.
4	Academics Affairs	23.10.2021	<ol style="list-style-type: none"> 1. All data has been provided by the O/o DAA. The data is available in soft copy format. It is suggested that backup of all data to be kept and updated every 15 days. 2. Grievances register to be maintained. 3. New courses as per market demand should be introduced. 4. Efforts should be provide in alignment of NEP-2020 provisions. 5. Convocation should be held regularly.
5	Research & Development Office	24.11.2021	Research outcomes in the form of publications, books, projects, patents etc. should be updated in the website.
6	Planning & Development	24.11.2021	<ol style="list-style-type: none"> 1. Strategic plan should be devised for long term and short term goals of the University. 2. Future progression path & roadmap need to be devised effectively in consultation with all dept.
7	Student Welfare	18.11.2021	<ol style="list-style-type: none"> 1. All records are maintained properly as required in Audit protocols 2. Minutes of meetings for Anti Ragging & Grievance Redressal to maintain 3. Student council should be constituted in more structured manner. 4. Various clubs for student activities should be constituted.

8	IQAC	24.11.2021	<ol style="list-style-type: none"> 1. Meetings of IQAC should be more frequently organized. 2. More staff should be deployed for effective working. 3. Online portal may be developed to meet requirements of various accreditation and ranking agencies. 4. More active participation in NAAC, ARIIA, NIRF, NBA is required.
9	Sports & Youth welfare	18.11.2021	Department should apply for various Government schemes for grants.
10	College Development Council	01.10.2021	Efforts should be made towards establishing linkage between campus constituent and affiliated colleges.
11	Controller of Examination	21.10.2021	Annual report should be prepared. Mobile App should be launched for student support.
12	Consultancy Department	01.10.2021	<ol style="list-style-type: none"> 1 Areas for consultancy by other departments should also be identified. 2. Efforts should be made to establish more prominent industries linkage to get support in various areas like feedback, support, placement, grants and consultancy.
13	Distance Education	01.10.2021	A strategic plan to start online/distance learning programme should be devised & implemented
14	IPR Cell	07.07.2021	University should extend more support to IPR filing and develop some mechanism for commercialization of such innovations.
15	Campus Director, GZSCCET	23.10.2021	<ol style="list-style-type: none"> 1. Academic monitoring process need to be developed. 2. Practice of end semester feedback of students to be implemented. 3. Proper record of grievances received in the box need to be maintained in a register. 4. Outcome attainment process should be effectively monitored.
16	NSS Unit	28.09.2021	Record of the activities should be properly maintained with GPS tagged photographs and must be updated on website regularly

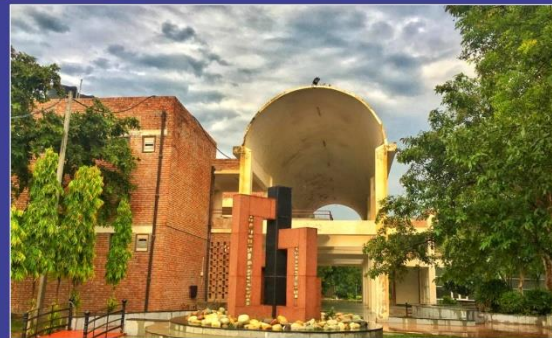
17	Workshop	25.10.2021	<ol style="list-style-type: none"> 1. In some shops old charts need replacement 2. Leaking of roofs is a serious problem. 3. Some latest/modern equipment and CNC machinery may be procured. 4. Workshops may organize short term skill programs for students frequently.
18	BH-01	16.08.2021	<ol style="list-style-type: none"> 1. Commercial R.O system is required 2. Reconstruction/Major repair is required for washrooms towards the Hostel No.03
19	BH-02	16.08.2021	<ol style="list-style-type: none"> 1. Commercial R.O system is required 2. Reconstruction is required for washroom towards the athletic track and minor maintenance required at other side.
20	BH-03	16.08.2021	Commercial R.O is required.
21	BH-04	16.08.2021	Commercial R.O is required and Mess dining chairs are also required.
22	BH-05	16.08.2021	Commercial R.O is required.
23	GH-01	19.08.2021	Commercial R.O is required. Counselling may be conducted.
24	GH-02	19.08.2021	Commercial R.O is required. Counselling may be conducted.



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Dabwali Road, Bathinda (Pb.) - 151001

(Estd. by Govt. of Punjab Vide Punjab Act No. 5 of 2015) ONLY TECHNICAL UNIVERSITY OF PUNJAB HAVING UGC APPROVAL UNDER 2(f) AND 12 B OF UGC ACT, MEMBER AIU.



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