

ARUL ANANDAR COLLEGE (AUTONOMOUS)

EXTERNAL AUDIT TEAM VISIT

Date: 12th and 13th March, 2019

Report of the Academic & Administrative Audit Team Members

1. Convener: **Dr. J. A. Charles**
Associate Director-IQAC
CHRIST (Deemed to be University)
Bengaluru
2. Member: **Dr. M.S. Mohamed Jaabir**
Co-Ordinator, IQAC,
National College (Autonomous)
Tiruchirappalli - 620 001.
3. Member: **Dr. A.I. Auxilia Felicita**
Associate Professor in Commerce and
Former Coordinator, IQAC,
Fatima College (Autonomous), Madurai.

Preface

Arul Anandar College (Autonomous), has a location specific relevant vision statement ie. Integrated Development of Rural Students and empowering them for Social Transformation. Taking stock of the local reality, the college has shaped its educational mission and guides the rural students of this area towards holistic formation and social transformation.

The Audit Team visited all the academic departments and Officials of the College. We present our observations.

Department of History

1	Presentation & Documents	The Department of History made a good presentation. Documents were well displayed and presented.
2	Strength	The department is innovative in all its activities. The department has part time Ph.D scholars. Visit to historical places, Catering linked with heritage food, ICT integration in teaching-learning process with the involvement of students, particularly in preparing video documentary on social themes, publication of newsletter TARIQUE are typical examples of innovative and committed academic activities of this UG department.
3	Areas that need attention	Drop outs, Graduation outcome, Digital backup, Placement
4	Requirements	Department Library, Video documentation equipment
5	Team Suggestions	To motivate and involve students to take up language training particularly, English and Hindi to compliment the needs in their Tourism & Development profession. This can be carried out in collaboration with English and Hindi departments. E-content preparation on field trips to ancient historical places. The department deserves an elevation to PG level.

Department of Philosophy

1	Presentation & Documents	The department has a very clear vision and the sequence of the presentation was logical. Sharing of responsibility was quite visible in the presentation process.
2	Strength	Knowledge sharing in the Research Scholars Forum is an innovative idea. Department has very good publication output. Conducting of Comprehensive Examination, ICT based course materials, collaboration with other institutions are the significant highlights. Faculty recharging strategy through periodic faculty seminar is also innovative.
3	Areas that need attention	Demand ratio
4	Requirements	Regular Staff, Department funds may be increased for Seminars, Strengthening Department Library
5	Team Suggestions	Visiting faculty may be arranged till the two regular vacancies are filled.

Department of Economics

1	Presentation & Documents	Excellent and clear presentation of data. PPT covered all the areas. Genuine and specific answers for clarifications.
2	Strength	Department that bring laurels to the institution. Availability of well qualified faculty with rich research output like production of Ph.Ds is the real strength of this department. Aspects like seminars, journal subscription, consultancy, books published, research publications, outside class room learning, etc. are highly commendable. While designing curriculum the department has incorporated innovations in facilitating students to face SLET/NET examinations. Blending job-orientation and skill orientation with curriculum design is really innovative. Conducting regular weekly tests, annual staff get together are the salient features. The documentary as well as faculty resource are being utilized by the researchers from other institutions is impressive. Every year the department conducts student feedback on the department which is a healthy practice. Honorary technical consultancy by the faculty, minor and major projects, awards received by faculty are highly commendable. Retired staff continuing their legendary service as Adjunct/Visiting faculty is exemplary.
3	Areas that need attention	Serious attention Graduation outcome of UG students, Alumni network
4	Requirements	Research facilities need to be expanded Incentives for paper publications / books
5	Team Suggestions	Online Announcement and registration may be opened using College website, the link for the registration and announcement of the NET/SET coaching classes may be widely circulated in all social platforms (Whatsapp, Facebook).

Department of Rural Development Science

1	Presentation & Documents	PPT covered all the things, appealing and well presented.
2	Strength	Thoughtfully established department which is highly relevant for the rural background. RDS reflects the vision of the college and accordingly the unique course is designed to help the rural youth. The curriculum with specific knowledge components, skill components, extension components ensures upward progression of students both for higher studies and employment. The number of placements every year symbolizes the human resource production by this department. The research and faculty achievements are remarkably high. Experiential learning of the curriculum blended with job and skill orientation is really innovative
3	Areas that need attention	UG results. Updating RDS webpage to make it informative to help in the popularization of this unique course and also for inviting students from other institution for internships and project works.
4	Requirements	Research facilities need to be expanded. Incentives for paper publications / books.
5	Team Suggestions	Department is understood to have enormous potential in the following areas <ul style="list-style-type: none"> - Popularising the institution through the unique nature of the programme and entrepreneurship opportunities - Engaging students from multi disciplines for training and internships thereby generating considerable revenue for the department / institution. - Applying for Grants to various funding agencies because of interdisciplinary nature – DST/DBT/ICMR/ICAR etc. - Applying for STAR COLLEGE Scheme under DBT to strengthen the UG teaching and infrastructure.

Department of Mathematics (Aided & SF)

1	Presentation & Documents	PPT was informative, covered all the things with graphics and well presented. Systematic documentation.
2	Strength	The demand for the course by large number of students is impressive. The department has significant National and International Publications. Receiving award by faculty is a significant feature. The student results are consistently high. The faculty guide the student progression for higher studies. Remedial coaching is effectively done in the department. Students' achievements in terms of paper presentations in seminars and academic competitions are noteworthy.
3	Areas that need attention	All things well balanced.
4	Requirements	Mathematical Lab, Increasing department funds, E-content development facilities, Permission to avail the facilities of FIST Networking Lab.
5	Team Suggestions	Vedic mathematics may be practiced as extracurricular activity. May strengthen NET / SET coaching and gradually evolve it as a Centre of Excellence for others to come and clear such competitive exams.

Department of Chemistry

1	Presentation & Documents	PPT covered all the details according to the order of criteria by NAAC. The content of the slides was not presented descriptively. The faculty in general have not effectively presented the credentials of the department. Faculty members need to be oriented and trained for the presentation. While presenting, the technical problems in LCD operations must be checked before the presentation.
2	Strength	Publication profile and presentation in seminars are very good. The members of this department offer their services to other institutions as resource persons. ICT well used in teaching. The curriculum is designed in line with job orientation. Offering Career Oriented Course Clinical Nutrition & Lab technology is an additional feature of this department towards entrepreneurship. Regular industrial exposure is an experiential learning for the students. The department has two well-equipped UG & PG Labs with protective gas line fitting. The department has an on-going DST Major Project and established a separate project lab.
3	Areas that need attention	Ph.D guideships and more number of Projects essential to become a Research Centre.
4	Requirements	Need more classrooms; RO water to be provided for practical,
5	Team Suggestions	Students may be given exposure to Pharma Industries

Department of Physics

1	Presentation & Documents	Format of PPT was neat. The consistent growth of the department over the years is well presented. Very good display of the documentation.
2	Strength	The department has commendable research and publication outputs. Research outputs in the form of projects, paper presentations, publications with citation index, consultancy are amazing. The curriculum is designed according to the core values of NAAC. Use of Models and Demonstration methods in the teaching learning process is effective. Remedial coaching is systematically organized. Over the years the department has shown consistent progression from UG level to Research Level. Training to school teachers and the science popularization programs symbolizes that scientific temper prevails in the department. The outcome of NET, SET coaching to the students is a typical example for student progression.
3	Areas that need attention	MoU in collaborative activities
4	Requirements	Seed money for Research, Incentives for Publications, Increasing the time zone for research access. Echo proof and Air-conditioned Audio-Visual hall.
5	Team Suggestions	STAR College Scheme under Department of Biotechnology (DBT-New Delhi) may be applied.

Department of Tamil (Aided & SF)

1	Presentation & Documents	Good. Well presented. Covered all the details. Well answered. Other staff also participated during the interaction.
2	Strength	The department has prepared the relevant and need based curriculum and prepare the text materials. They adopt different and effective teaching methods. The faculty research in a language department is impressive. Good number of SF staff are Ph.D holders. Book publications are appreciable. SARAL, Wednesday Feast (Puthan Virunthu) are the landmark best practices. Value added courses in SF Tamil are good. Helping students to face Government Competitive Exams is appreciable.
3	Areas that need attention	The presentation may be shared by all the members of the faculty.
4	Requirements	Video recording equipment, Department Library, Depository to maintain the old Tamil Scripts.
5	Team Suggestions	To record the Folk songs of Mr. Dharmar, the former non-teaching staff and maintain it in a separate You tube for the Tamil department of the College. More such activities (enactment of tamil literature contents) with students may be recorded and uploaded as an original contribution to the e-content development.

Department of English (Aided & SF)

1	Presentation & Documents	Good and clear presentation. Documentation was done systematically.
2	Strength	The streaming of students based on the knowledge level at the entry ensures effective teaching-learning process. Need based designing of curriculum and also preparation of relevant text books is very remarkable. Being sensitive to the learning gap between the schools and college the department has not only designed a bridge course but also made it as part of the curriculum with credit allocation is an innovatively best practice. Speak Park, Theatre Fest, Words Worth Display are significant efforts for improving the language proficiency. The department has a language lab which helps students improve language skills. The technology used and the methods adopted in language lab are highly commendable.
3	Areas that need attention	The presentation may be shared by as many members as possible.
4	Requirements	Wi-Fi connection for the department.
5	Team Suggestions	Language Lab may be upgraded equipped with latest facilities. Theatrical events may be thrown as an interdepartmental / intercollegiate competition to promote affinity for speaking English. Those may also be recorded and thought for e-content development.

Department of Food Science & Technology

1	Presentation & Documents	Excellent and appealing. Presentation was highly appreciable. The ppt can be used as a presentation model for upcoming departments.
2	Strength	It is an innovative programme with relevant objectives. Perfect blending of food processing, analysis, testing and preservation involving technology is really innovative. Publication profile and presentation in seminars are very good. The department has demonstrated its efficiency by entering into MoUs with industries for varied activities as in-plant training of students, technical support of industrialists in curriculum design, training of students, etc. This department has three well established laboratories for providing effective training and hands-on experience to the students. Besides, the department takes the students for regular industrial visits.
3	Areas that need attention	The presentation may be shared by as many members as possible.
4	Requirements	Class rooms, LCD Projector for ICT involved teaching.
5	Team Suggestions	Suggest to include training for 'Food-Inspector' and prepare students qualify to become 'Food Inspectors in Corporate Sector. This can be achieved by employing or signing MoU with such certifying organizations. Revenue generation may be thought of by holding weekly Food-Day.

Department of Computer Science & MCA

1	Presentation & Documents	Good ppt. Can motivate and guide other departments to keep links of supplementary information as links in the ppt presentation.
2	Strength	The department prepares e-content learning materials for the students is innovative. Department web site with uploaded learning materials and other details of the department is highly impressive. The Students Augmentation Club, E-content development and Knowledge sharing by faculty members are really innovative. The department has a well-equipped lab with licensed software support. A greater percentage of students of this department are employed.
3	Areas that need attention	PG strength.
4	Requirements	Research facilities need to be expanded. Incentives for paper publications / books. Dedicated Web Admin / Programmer to look after real-time updation of website. Need necessary infrastructure / equipment for recording video lectures for the College.
5	Team Suggestions	Can guide other departments in the college to drop manual registration and adopt online registration and announcements for all the conferences and workshops that every department organize (by making use of google forms). Can form a 'production-team' comprising of volunteers involving staff and more students, to extend services to record video lectures / experimental procedures for other departments.

Department of IT & M

1	Presentation & Documents	Documentation need improvement.
2	Strength	Curriculum designing integrating the computer knowledge and management dimensions is proportionately good. Aspects like seminars, journal subscription, consultancy, books published, research publications, etc. are highly commendable. The department is organizing industrial visits to the students.
3	Areas that need attention	Continuously declining results for the four years need attention. Best practices.
4	Requirements	LCD Projector, Permission to have a separate webpage for the department.
5	Team Suggestions	Contradiction on details among staff should not reflect in the presence of the team.

Department of Business Administration

1	Presentation & Documents	PPT was informative and well presented. Covered all the details. Documents were well maintained and displayed. Appreciations for 'samples of marketed products'. Graphically presented data with links of supplementary information in the ppt slides. Answers were genuine and participative; Vibrant team.
2	Strength	Faculty with NET qualification, regular remedial coaching to the slow learners, well designed curriculum, experiential learning opportunities for the students and paper presentation by the students are the hallmarks of this department. Use of multi-media in the teaching learning process, linkage with companies for training and also student project are significant achievements of this department. The faculty has sizeable number of e-publications. The participation in extension activities is recognized by the college and the department received awards for its achievements.
3	Areas that need attention	Collaboration with other departments like FST
4	Requirements	Webpage update
5	Team Suggestions	To tie-up with FST department in their 'Food-Day' weekly activity to work on the Business/Entrepreneurship, To offer orientation and consultancy services for start-up business and 'petty-shops' to analyse and help in the progress. To invite and retain eminent retired professors as 'Adjunct / Visiting Professors' to show the doctoral and experienced faculty in the list.

Department of Physical Education

1	Presentation & Documents	Informative powerpoint, graphical data presented. Covered all details. Committed team answering questions in a genuine manner. Clear explanations were given.
2	Strength	The Department is a strength to the College. Doctorate staff are added weightage. Highly appreciated team of sportsmen. Dedicated teachers to motivate them and organize visits to watch tournaments. This department is very much relevant to the youth of the surrounding villages. It has high level achievements, systematic formation of students, conduct regular state level programmes, and special programmes for rural schools. It has fully equipped play grounds and other infrastructure to train the students.
3	Areas that need attention	Graduate Outcome, drop outs.
4	Requirements	LCD projector.
5	Team Suggestions	Should take steps to improve the communication skills of the students and help them excel as professionals in fitness training industries & others that need tremendous communication with clients and common people. Can identify candidates for qualifying fitness training and management to help them get placements in MNC fitness centres around the country. Can start 'YOGA trainer' – as a certificate programme Must indulge in conducting 'Fitness Audit' for the entire college staff and students – engaging students for this activity will help them realize their skills and knowledge base and expose areas of employment Make e-content on rules 'know-how' of the skills in playing Games and Sports – may be uploaded on You tube channel and same may be linked on the department webpage.

Department of Commerce

1	Presentation & Documents	The ppt must be rechecked since many slides have been given details without understanding what is expected from that metric. Documentation needs to be strengthened.
2	Strength	The curriculum is well designed giving due importance to commerce and computer application. The department consistently attracts rural students. The faculty publication of book and knowledge enrichment by enrolling for Ph.D is significant. Obtaining regular feedback from the students is a healthy practice.
3	Areas that need attention	Graduate outcome. 20% decline in the results in alternate years need serious attention.
4	Requirements	Room for remedial classes, LCD projector, incentive for publications
5	Team Suggestions	Need orientation in the preparation and presentation.

Department of English Literature

1	Presentation & Documents	The presentation was good. Answers were genuine and participative. Documents were well maintained and displayed.
2	Strength	The department adopts distinctive methods of teaching to help the rural students. The department has a good number of qualified staff. The department promotes the spirit of peer learning. The students received many prizes in the competitions. Department conducts regular remedial classes.
3	Areas that need attention	The ppt must be rechecked for spelling mistakes.
4	Requirements	To further equip the existing Language Lab.
5	Team Suggestions	To offer separate professional-skill oriented certificate and diploma programmes open for all students of the college to engage themselves in 'English speaking' skills beyond regular college hours. To offer such programmes for students of History department to help them excel in Tourism and Development industry To enact famous 'plays' and record them to motivate students to take part in such activities that help their involvement in English literature and studies. This way, e-content may be developed and promoted in college website; maintain youtube channel. Offer consultancy services (training in English Communication) for the staff of fast growing MNC's in Madurai –by developing a suitable customized training programme. Offer and arrange competitions on English speaking skills, activities like – oration, enacting plays, 'spell-bee' competitions for schools and colleges in the city.

Principal

PPT was good. Presentation was cool, confident and lucid. Answers to the questions were genuine, specific, spontaneously reflecting his rhythm of mind towards the progress of the institution.

Attention should be given to the data of his presentation. It should not differ from other presentations by Dean academic or research. For example, the data differed in the number of guides of the college. Research-Dean presented 25 while Principal reported 28 guides. Avoid contradictory reporting, Cross check with relevant department / body. As per Principal's statement incentives are given for publications that was contradictory to the staff in Physics department and IT&M who requested incentives for their research credits. Clarification needed about cash incentives.

Dean (Research)

PPT was informative but can be made more impressive. Covered all the details. Presentation was very good and his concern for research reflected well throughout his presentation. Data may be presented graphically. Data need to be verified by the presenter with that of Principal in case of sharing information.

Controller of Examinations

'Ideal CoE'. Very clear presentation. PPT covered every aspect of the CoE. Questions were well answered. Unmatching quality parameters. Small team executing perfection in all the steps. Online communications for Question paper setting, Scrutiny and Transparency are highly appreciated. Online application for semester exams and payment is a welcome future plan.

Dean (Academic)

Beautiful PPT clearly describing the organizational levels. Covered necessary details. Highly appreciate on the regularity of the meetings conducted for all the bodies / stake holders. The consistent growth of the college over the years is well presented.

There is confusion in the nomenclature – ‘Courses & Programmes & Papers’ (slide nos. 24-29, 34,36). Department presentations also revealed it and it is suggested that Dean-Academics should emphasize and stick on to the proper nomenclature.

IQAC

Very simple presentation. Could have been better. Publication of Newsletter is highly appreciated. Year-wise presentation of activities of IQAC could have been listed. There was no mention about the constituent members in the IQAC – slide no. 3 (typographical / presentation errors??). Mode of operation – Meetings; AQAR submission – details are not present. Post accreditation initiatives – worth mentioning by choice. Mention of ERP initiatives is highly appreciated.

Summary

We, the members of the Audit Team express our great appreciation to the Principal, IQAC team and all the departments on their serious preparation and presentation in this Academic Audit. The ground work the faculty have done reflected very well in each details of their presentation and display of documents. We congratulate and thank the Management of Arul Anandar College for giving us this opportunity to exercise this academic audit successfully.

Dr. A.I. Auxilia Felicita
Former Coordinator, IQAC
Fatima College (Autonomous),
Madurai.

Dr. M.S. Mohamed Jaabir
Coordinator, IQAC,
National College (Autonomous),
Trichy

Dr. J. A. Charles
Associate Director-IQAC
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