

ARUL ANANDAR COLLEGE (AUTONOMOUS)
EXTERNAL AUDIT TEAM VISIT

Academic and Administrative Audit (2021-22)
Date: 24/03/2022

Report of the Academic & Administrative Audit Team Members

1. : **Dr. A. Velanganni Joseph,**
Chairperson,
Department of Youth Welfare Studies,
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2. : **Dr. N. Arun Nagendran,**
Co-ordinator-IQAC,
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3. : **Mr. S. Sivaramkrishnan,**
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Madurai-11.

Preface

Arul Anandar College (Autonomous), situated in the rural areas, caters to the needs of the first generation learners in the neighbourhood villages. The college has obtained high grade in its three attempts.

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



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Karumathur – 625514

Name of the Department: Dean Academic

1	Presentation	<ul style="list-style-type: none">• Good presentation• Preparation of PPT needs attention
2	Documents	<ul style="list-style-type: none">• Good
3	Strength	<ul style="list-style-type: none">• Autonomy extension for ten years.• Introducing carrier oriented courses.• Introducing OBE curriculum• Bridge Course, foundation course, internship programme, research publications, skill oriented courses are special features.
4	Areas that need attention	<ul style="list-style-type: none">• For all PG programme, research ethics course may be introduced
5	Team Suggestions	<ul style="list-style-type: none">• All eligible departments should be raised to research centre.• Students are encouraged to take SWAYAM extra credit courses.• Introduce interdisciplinary courses.• Add on courses for all UG students• One vocational course should be given after the working hours



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Name of the Department: IQAC

1	Presentation	<ul style="list-style-type: none">• Very good presentation• Preparation of PPT should be given due attention
2	Documents	<ul style="list-style-type: none">• Good
3	Strength	<ul style="list-style-type: none">• Regular submission of AQAR and NIRF report• Constitution of IQAC team and their well-defined roles• Orientation programme for newly recruited faculty• Regular publication of newsletter well prepared feedback mechanism for teachers and students• Initiatives and achievements of IQAC is commendable
4	Areas that need attention	<ul style="list-style-type: none">• Planning and evaluation meeting need to be conducted more then twice• Sample feedback questionnaire and the analysis report should be shown in the presentation• First page of the newsletter should be attached in the PPT presentation• Dates of the meeting should be included in the PPT Presentation• Then features and screenshot of ERP software in the presentation.• Smart class room, geo tagged photographs should be included
5	Team Suggestions	<ul style="list-style-type: none">• Display of evidences should be given great attention



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Name of the Department: Controller Office

1	Presentation	Detailed explanation of the service deserves appreciation
2	Documents	Maintained properly and displayed well.
3	Strength	<ul style="list-style-type: none">• Flow of items in PPT• Exam systems and the way of conducting• Practice of transparency in examination• Service rendered to students• Addressing Grievances made by students• Integration of IT in examination
4	Areas that need attention	<ul style="list-style-type: none">• Minutes and Actions taken shall be recorded and uploaded in the college website• Proper justification with regard to Marks is needed• Moderation is to be highlighted• List of infrastructure shall be maintained• Examination Calendar can be maintained• Records of grievances and actions taken shall be maintained• Its ways of being students friendly have to be highlighted
5	Team Suggestion	<ul style="list-style-type: none">• Feedback on questions and examinations can be collected both from professors and students



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Name of the Department: History

1	Presentation	The activities and growth of the department were presented elaborately
2	Documents	Maintained and displayed well
3	Strength	<ul style="list-style-type: none"> • Relevance of the courses explained • Periodically new courses designed • Best practices highlighted • Special measures taken to improve the knowledge level of students • International Achievement of a student • Placement of students in different positions • Commendable number of illustrious Alumni
4	Areas that need attention	<ul style="list-style-type: none"> • Sequence of the presentation is lacking • Mission of the Department needs to be reworked • Method of developing curriculum can be clear and highlighted • Distinct character of the Department can be highlighted with reason • Participatory learning of the students can be highlighted • Achievements of social transformation need to be recorded and highlighted (issues and actions taken) • Exact number of placements could be collected and be converted into a book form • Publications can be increased • Departmental extension activities could be highlighted • Departmental contributions to the college and society in terms of activities and its participants and beneficiaries can be quantitatively highlighted
5	Team Suggestion	<ul style="list-style-type: none"> • Reading of the PPT is not necessary • Wording in PPT could be changed (eg. Tour) • Assignments can be written by students as a 'case study' on issues and events • Record of actions taken on grievances shall be maintained. A particular format, like feedback, analysis and action taken, can be evolved and uploaded in the college website • Books can be published and chapters to books can be made • Alumni participation in term of resource person, guest lecture, and financial support could be sought out



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Name of the Department: Philosophy

1	Presentation	<ul style="list-style-type: none">• The profile of the department was presented• All the faculty shared about the activities of the department
2	Documents	Display needs appreciation
3	Strength	<ul style="list-style-type: none">• Forum to update the knowledge of faculty• Publications are good in number• New courses are designed• Curriculum is very much students centric• Good number of guest lectures on different topics• Alumni contribution to be resource persons and teachers to handle Self-Learning courses• Comprehensive examination• Working towards a Research Centre• Departmental website created• Students too write blog• <i>Episteme</i> Departmental magazine published every year and uploaded in website• Organizational capacity of students highlighted• Maintenance of departmental library
4	Areas need attention	<ul style="list-style-type: none">• Communal harmony role of the syllabus can be highlighted• Multicultural and multilinguistic students can be highlighted• Illustrious alumni list can be highlighted• Extension activities are to be highlighted and records of such are to be maintained• Measures through which achievement of the vision of the department can be highlighted
5	Team Suggestion	<ul style="list-style-type: none">• Curriculum feedback can be collected and maintained• A particular format for feedback can be designed• Departmental contributions to the society (tuition, helping aged) can be sought out



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Name of the Department: English (Part II)

1	Presentation	Nicely presented the profile and activities of the department
2	Documents	Displayed systematically
3	Strength	<ul style="list-style-type: none">• Two streams of syllabus according to the ability and local needs of the students• Department prepares Text books and course materials• Course content includes intensive and extensive reading• Periodically syllabus is revised• Students are helped to appear for competitive tests• Many best practices for the good of the students• Good publications• Departmental library maintained• Yearly reports of Association activities maintained
4	Areas need attention	<ul style="list-style-type: none">• Syllabus and what is taught shall have relevance• Feedback on syllabus can be recorded and maintained
5	Team Suggestion	<ul style="list-style-type: none">• Course designed based on feedback can be recorded in minutes• Result analysis of students can be done• Significantly progressing students in Stream B could be thought of to be in Stream A• Printing materials could be done in the college by the department



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Name of the Department: Tamil (Part I)

1	Presentation	Growth and activities of the department is presented well
2	Documents	Documentations and their display fetch appreciation
3	Strength	<ul style="list-style-type: none">• Books and Course materials are prepared• Special training to students to write poem and essay etc• Special lectures to exhibit multidimensionality of Tamil arranged every week• Relevance of the syllabus is periodically checked• Employability in film industry, journals and T.V. show are highlighted• Avenues are made to show forth the talents of students
4	Areas that need attention	<ul style="list-style-type: none">• Best practices and unique practices are same• Presentation could be improved• Errors in wording in PPT are to be rectified.
5	Team Suggestion	<ul style="list-style-type: none">• Process of formulating syllabus could be followed to meet OBE• Entry level test can be conducted to categorize weak students• Folk recordings can be digitalized



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Name of the Department: Economics

1	Presentation	The profile of the Department and its activates are presented well in order
2	Documents	Collection and display of the documents are commendable
3	Strength	<ul style="list-style-type: none">• ICT based assignments are encouraged and highlighted• Women empowerment in research activities is highlighted• Students are helped to complete NET and SET• Seeks means to become coaching centre of NET & SET• Seeking and doing Projects based on Primary Data by students• Feedback collected to modify curriculum highlighted• Study materials for non-major electives prepared• Eminent personalities are brought to visit the department to encourage students• Many major and minor projects are carried out• Books of the faculty are recommended by different Universities• Periodical Alumni meet conducted• Illustrious alumni in different fields highlighted• Newsletter is periodically published• Department YouTube channel launched• Endowment lectures created in the Department by its faculty for the benefit of its own students• Recognized as Nodal Centre for MIDS
4	Areas need attention	<ul style="list-style-type: none">• Performance in the past and in the present, has a big gap• Remedial class for slow learners can be highlighted• Departmental extension activities could be displayed• Current issues pertaining Central and State economy can be discussed and highlighted
5	Team Suggestion	<ul style="list-style-type: none">• Number of students for NET & SET training could be increased• Contributions of Alumni in Internship, establishing endowment lectures and resource person for guest lectures could be sought out• Limit to the NAAC period



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Name of the Department: English (SF)

1	Presentation	Presented well by good number of faculty about the growth and activities of the department
2	Documents	Documentation and its arrangement were very good
3	Strength	<ul style="list-style-type: none">• Language lab for the use of students• Online magazine is published• Different forums for improving communicative skill of students• Programme for advanced learners highlighted• Remedial activities are conducted for the slow learners• Measures under probing to train students for NET & SET
4	Areas need attention	<ul style="list-style-type: none">• Specific features of the Department in relation to the other English Department are to be worked out• Entry level test to identify weak learners• Output of the learning can be highlighted• New writings for curriculum can be made• Publication in UGC approved journals• Tamil book written by faculty be highlighted seperately• All to have Ph.D.• Name of the Software in the language lab can be highlighted
5	Team Suggestion	<ul style="list-style-type: none">• Departmental extension activities can be initiated• Alumni contribution can be sought out• Training students for NET & SET can be a joint venture• Distraction in presentation could be avoided



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Name of the Department: Commerce

1	Presentation	Different faculty presented well the history and activities of the department
2	Documents	Nicely displayed the document
3	Strength	<ul style="list-style-type: none"> • Relevance of the syllabus highlighted • New course introduced • Increase of pass percentage • Students from foreign country • Good number of MoU with institutions • Placements in various distinguished responsibilities • YouTube channel launched • Illustrious alumni highlighted
4	Areas need attention	<ul style="list-style-type: none"> • Rationale for updating syllabus every year is to be highlighted • Statistics of the employed is to be highlighted • List of the number of placement based on MoU is to be maintained • Presentation has to be organized • Presentation with concrete evidences is a must • Clarity of the starting or revival of M.Com. Programme in 2022 • Detail of the Institutions engaged in MoU can be highlighted • Alumni contribution can be highlighted • Feedback can be recorded and highlighted • Internship record has to be highlighted • Introducing B.Com. could be highlighted • Additional admission could be explained
5	Team Suggestion	<ul style="list-style-type: none"> • Increasing number of applications from students can be shown in graph • Tally course can be a full certificate programme instead of giving it in two places • Pass percentage can be shown in bar-diagram • Number of publications can be increased • Changes in syllabus based on feedback be put in template • A paper on GST can be introduced • Departmental extension activities could be initiated • Number of the Placement and details can be highlighted • Collaborative venture could be made with department of Economics to discuss budget of the Centre and State Government



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Name of the Department: Information Technology & Management

1	Presentation	All the faculty presented well the growth and activities of the department
2	Documents	Documentation and its display were good
3	Strength	<ul style="list-style-type: none">• Relevance of syllabus analysed with final year students and alumni to meet the industrial need• Feedback collected from students, parents, alumni, and employers• Departmental extension activities highlighted• Number of MoU made with organizations
4	Areas need attention	<ul style="list-style-type: none">• Thrust must be shown in presentation• MoU organization could be highlighted• Visit to the Organizations can be highlighted• Alumni be encouraged to contribute as resource persons• ICT new and more usage in comparison with the usage of other departments could be probed• Contribution to the students' election, domain ID and Software development for Institutional automation can be highlighted• Year of starting the department shown in PPT shall go along with the letter from University• Limit the presentation to the given time
5	Team Suggestion	<ul style="list-style-type: none">• Feedback from employees be incorporated in framing syllabus• Number of the students employed can be shown in Table.• Involvement of Alumni can be presented as training programme



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Name of the Department: Tamil Literature

1	Presentation	Profile of the department and its activities are presented well
2	Documents	Documentation and its display are good
3	Strength	<ul style="list-style-type: none">• Forums created for students to develop their skills• Good ICT usage• Whatsapp group to inform of the exams conducted for government jobs• MoU signed with organizations• Minor project taken up• Collection of traditional things
4	Areas need attention	<ul style="list-style-type: none">• Statistics of the people employed based on the skills given in the department can be highlighted• Reason behind its extension activities (collecting traditional things and folklore items can be highlighted• Traditional things look to be new• List of people trained in the department and employed in different local channels can be highlighted• Alumni contribution can be collected and highlighted• List of people doing higher studies be highlighted• Scholarship to the students can be highlighted
5	Team Suggestion	<ul style="list-style-type: none">• Strength of the students can be maintained and highlighted• Publications can be made increasing• Recordings of the aged people can be highlighted to know the life of the past



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Name of the Department: Chemistry

1	Presentation	<ul style="list-style-type: none">• Excellent PPT presentation.
2	Documents	<ul style="list-style-type: none">• Good
3	Strength	<ul style="list-style-type: none">• Using ICT tools for teaching learning programme• Collaborative activities with other institutions• Regular industrial visit and publishing department newsletter are commendable
4	Areas that need attention	<ul style="list-style-type: none">• Increase the number of MoU's with other institution• Show ICT tools using in the class room• Increase the member of research publications
5	Team Suggestions	<ul style="list-style-type: none">• Showcase the infrastructure and instruments in the presentation



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Name of the Department: Physics

1	Presentation	<ul style="list-style-type: none">• Very good presentation
2	Documents	<ul style="list-style-type: none">• Good
3	Strength	<ul style="list-style-type: none">• Using ICT methodology in teaching and learning• Commendable number of research papers are published• Faculty contribution towards student's centred learning is praiseworthy• Well-equipped department
4	Areas that need attention	<ul style="list-style-type: none">• Virtual lab and other ICT tools to be used• Increase the number of MoU's.
5	Team Suggestions	<ul style="list-style-type: none">• Include more info graphs in the presentation.• All-important documents should be embedded in the presentation



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Name of the Department: Computer Science

1	Presentation	<ul style="list-style-type: none">• Need to be reworked and assessed.
2	Documents	
3	Strength	
4	Areas that need attention	
5	Team Suggestions	<ul style="list-style-type: none">• Mock peer team expects a lot from computers science department• MoU's, 6 months project for students, Industry 4.0 technologies, cyber security, machine learning association with the department of Mathematics.• Deep learning (robotic process automation)• Website maintenance of the institution.



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Name of the Department: Rural Development Science

1	Presentation	<ul style="list-style-type: none">• Presentation was good.• Lot more things to be included in the presentation
2	Documents	<ul style="list-style-type: none">• Good
3	Strength	<ul style="list-style-type: none">• Updated functional and contextual courses are offered• Teaching Learning methodology: Experiential learning participatory and collaborative.• Animal waste to vermicomposting unit to the farm as manure
4	Areas that need attention	<ul style="list-style-type: none">• Photographs of field work and facilities should be included in the presentation• Research and paper publication should be shown in the presentation
5	Team Suggestions	<ul style="list-style-type: none">• Photographs of experiential learning should be presented in the presentation



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Name of the Department: Food Science and Technology

1	Presentation	<ul style="list-style-type: none">• Very good presentation
2	Documents	<ul style="list-style-type: none">• Good
3	Strength	<ul style="list-style-type: none">• Students are enabled with very good syllabus• Offering skill development courses• Implant training, nutritive value, hands on training are the unique practices of the department• MoU's with different industries• Conducting awareness programmes• Creating nutritive corner in the college campus• Awards and honours of teachers and students
4	Areas that need attention	<ul style="list-style-type: none">• Make the project mandatory• Increase the research paper publication• Increase the number of campus interviews.
5	Team Suggestions	<ul style="list-style-type: none">• Interdisciplinary courses should be offered with Chemistry.



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Name of the Department: Physical Education

1	Presentation	<ul style="list-style-type: none">• Good. Include programme offered and the time line of the department.
2	Documents	<ul style="list-style-type: none">• Good
3	Strength	<ul style="list-style-type: none">• Skill development courses are offered.• Multi gym for promoting fitness• Students field exposure programme• Gunnies record• Won laurels from state, National, international tournaments
4	Areas that need attention	<ul style="list-style-type: none">• Increase the number of research paper publication• Pictures should be shown then and there in the presentation.• Demand of the course should be added in the presentation.
5	Team Suggestions	<ul style="list-style-type: none">• The department could offer certificate courses.



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Name of the Department: Business Administration

1	Presentation	<ul style="list-style-type: none">• Good. PPT is not well prepared
2	Documents	<ul style="list-style-type: none">• Good
3	Strength	<ul style="list-style-type: none">• Three hands on courses are offered to the students• EDP club, Internship, BET workshop, industrial visit, MoU's signed with other industries are very good.• Research article publications are good.• Awards and honour of students and faculties are remarkable.
4	Areas that need attention	<ul style="list-style-type: none">• Increase placement.• PPT presentation should include pictures and images.
5	Team Suggestions	<ul style="list-style-type: none">• Board of study minutes should be passed



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Name of the Department: Mathematics

1	Presentation	<ul style="list-style-type: none">• Good presentation.• Follow linear style of presentation.• No correlation between Vision and Mission
2	Documents	<ul style="list-style-type: none">•
3	Strength	<ul style="list-style-type: none">• Well defined innovative courses are offered• Machine learning, IOT, R programing with Pithon are offered• Commendable Research publications• Awards and honours received by the faculties are praiseworthy.• Regular revision of syllabus.
4	Areas that need attention	<ul style="list-style-type: none">• Placement• Newsletter• Inter disciplinary course should be highlighted.
5	Team Suggestions	<ul style="list-style-type: none">• More number MoU's could be signed with other institutions• Statistics as an allied subject may be considered

Summary

We, the members of the Audit Team express our great appreciation to the Principal. IQAC team and all the departments on their participation in this Academic Audit. The sense of belonging of the faculty is evident from the presentation and discussion in the visit.



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Department of Youth Welfare
Studies,
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