

ARUMUGAM PILLAI SEETHAI AMMAL COLLEGE

(Reaccredited with B+ Grade by NAAC)

THIRUPPATHUR

INTERNAL ACADEMIC AUDIT

FOR

2019-2020 & 2020-2021

INTERNAL QUALITY ASSURANCE CELL

ARUMUGAM PILLAI SEETHAI AMMAL COLLEGE

THIRUPPATHUR

CONTENTS

- ♣ Schedule
- ♣ Introduction
- ♣ Objective and scope
- ♣ Methodology
- ♣ Brief Profile of the College
- ♣ Observations
- ♣ Overall Suggestions

SCHEDULE (2019-2020 & 2020-2021)

DEPARTMENTAL VISIT SCHEDULE DATE: 08.12.2021 - 09.12.2021		
DAY 1: 08.12.2021		
S.NO	DEPARTMENT	TIME
1	PHYSICS	10.30 AM -11.00 AM
2	LIBRARY	11.00 AM-11.30 AM
3	CHEMISTRY	11.30 AM - 12.00 NOON
4	INFORMATION TECHNOLOGY	12.10 PM - 12.40 PM
LUNCH BREAK		
5	ZOOLOGY	2.00 PM - 2.30 PM
6	BOTANY	2.30 PM - 3.00 PM
7	OFFICE	3.00 PM - 3.30 PM
DAY 2 19.12.2021		
8	COMMERCE (UG & PG)	10.30 AM -11.00 AM
9	COMPUTER SCIENCE	11.00 AM-11.30 AM
10	ECONOMICS (UG & PG)	11.30 AM - 12.00 NOON
11	BUSINESS ADMINISTRATION	12.10 PM - 12.40 PM
LUNCH BREAK		
12	MATHS	2.00 PM - 2.30 PM
13	PHYSICAL EDUCATION	2.30 PM - 3.00 PM
14	B.VOC. - SOFTWARE & FINANCE	3.00 PM - 3.30 PM
15	HISTORY	3.30 PM - 4.00 PM

Academic Audit Committee Member

S.No	Name of the faculty member	Role	Official Address
1	Dr. (Capt.) KR. Jeyakumar	Convener	Principal & IQAC Chairperson Arumugam Pillai Seethai Ammal College Thiruppathur - 630211
2	Dr. A. Susaimanickam	Co-Convener	Vice-Principal & Associate Professor of Chemistry
3	Dr. N.Vijayanand	Member	IQAC Coordinator Assistant Professor of Botany
4	Dr.N.Sreedevi	Member	IQAC Deputy Coordinator & Assistant Professor of Economics.
5	Dr.A.Balasundaram	Member	IQAC Member Assistant Professor of Chemistry.
6	Dr. S.Amutha	Member	IQAC Member & Assistant Professor of Business Administration
7	Dr. P. Kasivairavan	Member	IQAC Member & Assistant Professor of Commerce
8	Dr. N.Arunadevi	Member	IQAC Member & Assistant Professor of English
9	Dr. J. Arockia John Paul	Member	IQAC Member & Assistant Professor of Zoology
10	Mr.V.Ananthkrishnan	Member	IQAC member & Assistant Professor of Information Technology
11	Mrs. P. Sivamani	Technical Assistance	IQAC Technical Assistance

Introduction

Internal Quality Assurance Cell (IQAC) conducted Academic Audit for the academic year 2019-2020 & 2020-2021. This audit is a prelude to the preparations to get our college to be reassessed and re-accredited by NAAC. The purpose of the audit was to review academic records of departments, students, faculty members, activities and other achievements of various committees. The methodology used for this audit is physical inspection and review of the relevant documentation. The Report provides us a plan to determine the regular outline of the College's Teaching Learning methods. This process enables the College to improve the quality of teaching and learning process/ practices.

Objective

1. To provide objective insight to the institution on the level of holistic quality improvements
2. To develop strategies and enhance the quality in teaching-learning and evaluation
3. To define quality in each component of the functional aspects

Methodology

The IQAC team met on 29.11.2021 to discuss the Academic and Administrative audit for the academic year 2019-2020 & 2020-2021. In the meeting, an Audit Committee was constituted encompassing the Principal, Vice-principal, and IQAC team. The format was structured with questions based on NAAC perspectives and was distributed to all the departments. After submission of the academic report by the departments, a schedule was prepared to visit the departments. Based on the data given & interactions with the department heads and faculty members, an audit report was generated. The Audit Committee has made a sincere endeavour to put forward certain views, observations, and recommendations

in the body of this report with expectations that these recommendations when implemented, will best serve the interest of the College as intended.

Brief Profile of The College

Arumugam Pillai Seethai Ammal College was started in the year 1965 by a renowned philanthropist with the objectives of providing quality higher education to the poor and socially underprivileged section of the society people of Sivagangai District. Under the able stewardship of our beloved founder and his family members, our College has been making big strides for the past 56 years in all spheres of its activities, especially in academic programs, enrolment of students, and a number of degree holders. The quality of higher education in a disciplined academic ambiance is no wonder the attraction of students to our college. Thus, our college has earned recognition as the best college in the Sivagangai District and one of the reputed colleges in Tamilnadu. The college was accredited with a B grade in the 2nd cycle and B+ in the 3rd cycle. Now, our college is implementing different strategies to enhance the quality of teaching, learning, and evaluation and also to serve society through value education and outreach programs as part of social responsibility. We have 10 UG aided programs, 2 UG Self-Finance programs, 8 PG programs, 3 PG diploma courses, and 4 Research programs. In addition, as per the vision of our founder, 4-degree courses and 2 diploma courses in the vocational stream funded by UGC under the National Skill Qualified Framework are going to be introduced next year. Currently, we are rolled up with a student's strength of 2241 out of which 863 are boys and 1378 are girls.

VISION STATEMENT OF OUR INSTITUTION

- ✓ Eradication of illiteracy
- ✓ Eradication of poverty and unemployment through educational attainments
- ✓ Upliftment of socially and economically suppressed
- ✓ Education to all irrespective of caste, community and religion
- ✓ Communal harmony through education
- ✓ One graduate in every home
- ✓ Higher education at low cost
- ✓ Vocational training along with regular academic programmes

MISSION OF OUR INSTITUTE

Our mission is to produce disciplined, competent, socially committed and morally upright intellectuals through high-quality education and research.

S.No	Institutional Data	
1	Name of the College	Arumugam Pillai Seethai Ammal College
2	Status of the College	Affiliated
3	Financial Category	Grant-in-Aid
4	Type of the College	Co-education
5	Year of establishment	1965
6	UGC recognition	2f & 12b
7	Accreditation	Reaccredited with B+ by NAAC
8	Location of the college	Rural
9	Area of the College	87 acres
10	Number of full-time teachers	2019-2020 = 101 2020-2021 = 101
11	Number of full-time teacher with Ph.D	59

12	Number of non-teaching staff	42
13	Number of Programs	UG- 14 PG- 4 M.Phil-3 Ph.D-4 Diploma-0 PG Diploma-3 Certificate-
14	Number of students	2019-2020 = 2275 2020-2021 = 2241
15	Result Particulars	95%

An academic Audit was conducted based on the criterion of the NAAC covering all academic activities of the College. Based on the report submitted by the department & interaction with Head and Faculty members, the observations made by the team are mentioned below.

Computer Science

- Students enrolment is satisfactory.
- Usage of ICT tools by the department is found to be good.
- Research publications in the department are lacking.
- Students' projects may be converted to papers.
- Seminar & student Intercollegiate competition may be conducted.
- Internships, work from home may be introduced to the students.
- MoU may be established with reputed companies.

English

- Research Papers are published in journals by some faculty members.
- Publication Papers may be published in UGC Care.

- A & A additional responsibilities are less.
- M.A projects may be converted to journal papers (strategy to implement).
- Faculty improvement in the subject may be done by participating in Webinar/Seminar
- through online & offline.
- Explore ResearchGate, Google Scholar, Scopus.
- Department has started Online course this year is appreciable one.
- Webinar is organized by the department.
- Faculty members are eligible to apply for research guideship.

B.Voc (Software Development & Banking and Financial Services)

- Having a B.Voc course is a strength for the institution on NAAC perspective.
- Practical exposure is given through Academic-industry tie-ups.
- MoU is established.
- Field trips may be strengthened.
- Campus interviews may be arranged department-wise.
- Online practical classes may be introduced to students.
- Personality development programs (invited talks) may be arranged for students.
- Seminars & Workshops may be strengthened.

History

- Museum is present in the department and it is used as one of the teaching tools.
- Maps are also used as a teaching tool.
- Inscription program organized every year along with the Tamilnadu Government museum, Sivagangai is one of the notable features in the department.
- Heritage sites pictures may be displayed in staffroom or in classroom
- Research papers publication may be given importance.

- Seminar or Workshop may be organized.
- Field trips may be arranged.
- Important days/National Leaders Day may be celebrated by organizing invited lectures, video clippings, etc.,

Economics

- Most of the faculty members are having a Guide ship.
- Good number of students strength.
- Good number of research scholars are present.
- Research journals may be subscribed in the department.
- Good number of books & reference books are present.
- All Faculty members have completed the Ph.D. program
- Usage of ICT tools may be enhanced.
- Research Publications may be given concentration.
- Seminar /Conference/Workshop may be organized.
- Most of the faculty members participated in Webinar/FDP/Short term courses.
- Webinars were organized by the department.
- Certificate / Add on courses may be introduced.

Physics

- Research papers published in reputed peer review journals by some faculty members.
- MoU may be established for field trip /Project work.
- Seminar / Conference/Workshop may be conducted.
- Project work introduced as one of the core papers is appreciable.
- Certificate / Add on courses may be introduced.
- Good academic results produced.
- Department-wide placement can be arranged.
- Department Webinar/Individual Webinar arranged.
- Extension activity may be strengthened

- Staff members have completed FDP/e-workshop/STC Courses.
- Research Projects may be fetched from various funding agencies.

Chemistry

- Good academic results were produced.
- All faculty members possess Ph.D. as the highest degree.
- Fieldwork/Industrial visits may be arranged or strengthened.
- Certificate course/Add on Course may be introduced.
- Students may be motivated to participate in Co-curricular, extracurricular, etc.,
- Department-wise placement may be arranged.
- Other Student Centric methods may be followed.

Zoology

- Good number of students enrolment is observed.
- Faculty members are having membership in other professional academic activities.
- Publication of research papers in peer review journals is appreciated.
- Faculty members may apply for Guideship.
- Number of field trips/educational visits may be enhanced.
- Collaboration with Forest Department for bird census is highly appreciable.
- Extension activity is done along with another Govt-agency
- Guide teacher training program for school children practiced every year is appreciable.
- Department may be upgraded as a Research department.
- National/International seminars may be organized.

Information Technology

- Maintenance of college websites by the department is appreciated.
- Good Academic results produced.

- Inculcation of additional knowledge(enrichment) such as weblog is highly appreciable.
- Computer class taken for all the first year students.
- Alumni members are placed in good positions & reputed companies.
- Seminar/ Workshop may be organized in a particular skill oriented area.
- Students may be exposed to online practical session related to curriculum.
- Every year student strength is in good numbers
- Lack of research publications and seminar participation
- Students internship, Work from home are available and students exposure to this area is weak.
- Department wise placement may be arranged.
- Students may be motivated to study online courses/online training programs etc.,
- Departments have all potential (technical wise also) to float online courses as part of digital initiatives.

Maths

- Good academic results were produced.
- Students are motivated to join NPTEL and many students have successfully completed.
- Lack of research publications & seminar participation among the faculty members.
- Seminar/ Conference may be arranged.
- Good number of Prominent alumni.
- Every year students' strength is good.
- Only few members have enriched their knowledge by attending FDP & Seminars, Webinars.
- Students' progress to higher education is good.
- Extension activity may be strengthened.
- Research area should be concentrated

- Department may be converted to research department
- Academic Results are found to be consistently good.
- Students participating in co-curricular & extracurricular activities may be strengthened.

Business Administration

- Academic results were found to be satisfactory.
- Department Placement may be arranged.
- Add-on/Certificate courses may be introduced.
- Research Papers may be published in the UGC care list.
- Joint student projects may be practiced.
- Student projects may be converted as research papers and published in journals or can be presented in students' seminars.
- A good number of research scholars are present in the department.
- Department elevated to the Research department is appreciable.

Tamil

- Academic-related extracurricular activities are appreciated.
- More debates/elocution competitions may be organized by celebrating language day.
- Faculty members publishing books frequently is also appreciable.
- Academic results are found to be satisfactory.
- E-books may be strengthened.
- Important Tamil personalities day may be celebrated by organizing invited lectures.

Botany

- A good number of publications in UGC Care listed journals.
- Pedagogy with ICT tools is appreciable.
- Faculty participation in MOOC online courses is commendable.
- Department is running NPTEL online courses for all the students.

- An interdisciplinary approach to teaching is practiced.
- UG program can be offered.
- Faculty may apply for guideship
- Faculty may apply for projects through various funding agencies.
- Reference books may be added.

Library

- Software package (MODERN LIB) is installed.
- Further process of automation can be implemented.
- A good number of reference books and textbooks.
- The library has NDL, NList, INFLIBNET membership.
- The number of journals must be increased.
- A good number of competitive examinations books are available for students.
- E-journals may be subscribed to for each department.
- Electronic resources available for all streams are found to be excellent.
- Unique one hour/week may be allotted to students (Strategy to implement)
- Book exhibitions may be conducted.
- Orientation program for freshers and library day celebration is conducted every year is appreciable.
- The plagiarism software may be checked for project work thesis.
- NDL club may be initiated.
- Other Digital initiatives may be introduced.
- On the college website, e-resources links may be provided.

Physical education

- Presence of Indoor & Outdoor stadium is appreciable.
- Timing for Students Activity in the field may be enhanced.
- Paper publication in peer reviewed journals is lacking
- Good number of student enrollment.

- Motivational lecture classes may be arranged.
- Extension activity may be improved.
- Invited lecture programs may be organized by the department.
- Students may be exposed to different games and sports.
- Intra-collegiate or intra-department competitions may be arranged.
- Fitness Club may be introduced.
- Construction of Gym may be applied through various funding agencies.
- MoU with different sports clubs may be arranged.
- Practical exposure for students may be given by sending them to sports clubs.

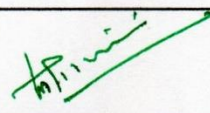
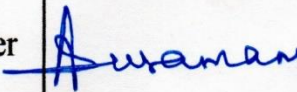


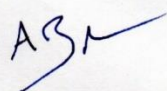



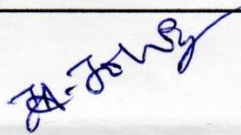
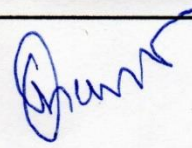
Commerce

- Department is now elevated as a research department
- The student strength is excellent.
- Most of the faculty members are possessing Guideship's.
- Academic output is found to be excellent.
- Faculty members who are having guideship may give importance to scholars' intake.
- Only a few faculty members publish research articles in peer-reviewed journals.
- Research journals may be subscribed either as offline or online mode.
- Seminars organized by the department are found to be excellent.
- Research guidance must be concentrated.
- Students may be motivated to participate in co-curricular and extracurricular activities.
- E-books may be increased.
- A good number of extension activities carried out by the department is excellent.
- Department-wise placement may be organized.
- Certificate/Add on courses may be introduced.

OVERALL SUGGESTIONS

- MoU to be signed by all departments either with educational institutes or industries.
- Student centric methods such as Group Discussions, debates, role plays, animations, video clippings etc., (subjects such as Professional English, SBS, NME, Core subjects and allied) to be introduced.
- Department may focus on further strengthening of available and introduce new e-resources in their respective subjects and disseminate them to the students.
- Students should be exposed to internship programmes.
- Blended mode of learning may be practised.
- Further strengthening the available access to the students with regards to library resources and other e-resources.
- E-Quiz (minimum two e-quiz per subject in LMS/Google Classroom. Faculty may apply for Guide ship
- Faculty may go for Google Scholar citations, Research gate etc.
- Extension activity (collaboration) e.g., Eye Camp, Veterinary camp, Road safety with Police department people etc.
- Alumni meet (Online/Offline) may be conducted.
- Competitive exams coaching may be given.
- Placement department wise may be arranged.
- Students' progression to higher studies must be followed.
- Online Coaching for Competitive exams may be given.
- Students may be motivated to join NPTEL/ SWAYAM/ and other online learning platforms as digital initiatives by the institution.
- Promoting leadership qualities among the students by encouraging the students to organize various programs.
- Faculty may be motivated to attend FDP/e-seminar/e-conference.

This report has been prepared by the Internal academic audit committee Members

S.No	Name of the faculty member	Role	Signature
1	Dr. (Capt.) KR. Jeyakumar Principal & IQAC Chairperson	Convener	
2	Dr. A. Susaimanickam Vice-Principal & Associate Professor of Chemistry	Co- Convener	
3	Dr. N.Vijayanand IQAC Coordinator & Assistant Professor of Botany	Member	
4	Dr.N.Sreedevi IQAC Deputy Coordinator & Assistant Professor of Economics	Member	
5	Dr.A.Balasundaram IQAC Member Assistant Professor of Chemistry	Member	
6	Dr. S.Amutha IQAC Member & Assistant Professor of Business Administration	Member	
7	Dr. P. Kasivairavan IQAC Member & Assistant Professor of Commerce	Member	
8	Dr. N.Arunadevi IQAC Member & Assistant Professor of English	Member	
9	Dr. J. Arockia John Paul IQAC Member & Assistant Professor of Zoology	Member	
10	Mr.V.Ananthkrishnan IQAC member & Assistant Professor of Information	Member	
11	Mrs. P. Sivamani IQAC Technical Assistance	Technical Assistance	