

Report on the Academic & Administrative Audit of Alagappa Govt. Arts College, Karaikudi

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NAAC expects the institutions to undertake continuous Academic Audit in order to review the quality of academic process which is related with quality assurance and enhancing the quality of academic activities in the institution.

I Q A C:

The IQAC of the College has chalked out a clear framework for the conduct of academic audit by internal peers and successfully completed the task. The audit report has been got approved by the Governing Council of the College. It is heartening to note that the College is having a functional IQAC. The Minutes of IQAC meeting and compliance to the decisions have been duly uploaded on the institutional website. It has taken steps to prepare and upload the AQAR on the institutional website for access to all stakeholders on a regular basis which is mandatory for the second and subsequent cycles of Assessment and Accreditation by NAAC. The IQAC has evolved a sound mechanism for:

- a) Efficient performance of academic and administrative staff of the college
- b) Relevant and quality academic and research programme
- c) Equitable access and affordable programmes of study
- d) Web-based teaching and learning methods
- e) Objective evaluation system designed by the affiliating University
- f) Proper student support services and research projects from funding agencies.

It is suggested that the IQAC prepares a list of policies, strategies, and functions to be carried out by various departments of the College.

Department of Tamil:

Established in 1954, the department has now become an approved research centre of Alagappa University. It has 18 faculty members of which 11 are permanent and 7 are Guest Lecturers. All the faculty members are Ph. D. qualified and 10 are approved research guides. It has an old library with 6000 books.

Areas which need improvement

- The faculty members have only 5 publications during 2020-21 which needs to be enhanced.

- They need to apply to funding agencies to obtain financial assistance for research projects.
- ICT based methods of teaching are to be extensively used.
- Mentor- Mentee System may be formalized.
- Steps may be taken to arrange placement of students.
- Journals may be subscribed for use by faculty, research scholars and students
- Alumni association may be made more pro-active.

Department of English

Strength:

The department was established in 1998 and has become an Approved Research Centre of Alagappa University for English. Of the 13 faculty members, 11 are Ph. D. qualified and 7 are NET/SET qualified. The faculty members have four publications during 2020-21 and they being the members of the Board of Studies in English of the University are engaged in curriculum designing and development.

Areas which need improvement

- ICT based methods of teaching are to be extensively used.
- Mentor- Mentee System may be formalized.
- Research component has to be strengthened in terms of funded projects and more publications
- Steps may be taken to organize seminars, conferences, workshops etc.
- Remedial Coaching classes for slow learners may be arranged.
 - Alumni association may be made more pro-active.
- Efforts may be taken to arrange career guidance programmes and placement for students

Department of Economics

The department was established in 1947 when the College was started. All the faculty members are Ph. D. qualified and two are Ph. D. guides in the department. Two are NET/SET qualified. Faculty members have limited publications in UGC approved Peer Reviewed journals. Placement of 21 undergraduate students and 8 post graduate students is encouraging. One faculty member is on the Board of Studies of the University and plays a role in curriculum designing.

Areas which need improvement

- Only two staff members are permanent teachers and the rest are Guest Lecturers.
- ICT based methods of teaching are to be widely used.
- Mentor- Mentee System may be formalized.
- Journals may be subscribed for use by faculty, research scholars and students.
- Steps may be taken to organize seminars, conferences, workshops etc.
- Remedial Coaching classes for slow learners may be arranged.
- Alumni association may be made more pro-active.

Department of History:

The department was established in 1947 when the College was started. There are 7 faculty members out of 8 vacancies. All are Ph. D. qualified while 3 are NET/SET qualified. There is a department library with 1182 books. (students have been placed during 2020-21.

Areas which need improvement

- There is no publication from the faculty in 2020-21.
- Research component has to be strengthened in terms of funded projects and more publications
- ICT based methods of teaching are to be widely used.
- Mentor- Mentee System may be formalized.
- Journals may be subscribed for use by faculty, research scholars and students
- Remedial Coaching classes for slow learners may be arranged.
- Alumni association may be made more pro-active.

Department of Commerce

Strength:

The department was established in 1947 and is now 75 years old. It is the largest department having around 900 students in B.Com., M. Com., and M. Phil. programmes. It is an “Approved Research Centre” in Commerce. All the 9 permanent staff members of the department are Ph. D. qualified and have publications in UGC approved Peer Reviewed journals . The department has achieved consistently good pass percentage which is commendable. The faculty members contribute to the studies of few students every year.

Areas which need Improvement:

- ICT based teaching-learning has to be strengthened
- 20% of the passed out students only have been placed in jobs during the assessment period.
- Alumni data base has to be developed and alumni have to be involved more in the developmental activities of the department.
- Seminars, Conferences, Workshops are to be organized by the department every year.
- Extension activities which are department-specific may be undertaken for the benefit of the society.
- Journals are to be subscribed and made available in the Dept. library for use by research scholars, students of M.Com. and faculty members.

Department of Business Administration:**Strength:**

The department has four faculty members and all are Ph. D. qualified. Six scholars are pursuing Ph. D. programme in the department and two scholars have been awarded the degrees. There is consistently a good pass percentage which is commendable. One faculty member being the member of the Board of Studies in Business Administration of the University is engaged in curriculum designing and development.

Areas which need Improvement:

- ICT based teaching-learning has to be strengthened
- Placement of students has to be strengthened and necessary records are to be maintained.
- Remedial Coaching is to be conducted for weak students.
- As an extension activity, the department may undertake "Rural Entrepreneurship Awareness" campaign to the villagers.
- Alumni data base has to be developed and alumni have to be involved more in the developmental activities of the department.

Department of Mathematics

Established in 1948, the department has now become an approved research centre of Alagappa University. It has 12 faculty members of which 8 are permanent and 4 are Guest Lecturers. 10 faculty members are Ph. D. qualified and two are NET/SET

qualified. It has an old library with 5614 books. The faculty members have six publications. 7 students have been placed during 2020-21.

Areas which need improvement

- Remedial Coaching is not given for slow learners.
- Although there are 8 permanent teachers with Ph. D. qualification, they have not carried out any research project.
- Statistics related Government projects may be taken up and entrusted to students.
- The department has not organized any seminar/conference/workshop etc.
- Publications need to be increased.
- ICT based methods of teaching are to be widely used
- Steps may be taken to prepare the students for various competitive examinations.
- Journals may be subscribed for use by faculty, research scholars and students
- A strong Alumni network may be created to help the department to augment its facilities.

Department of Physics:

The department was established in 1948 and has become an Approved Research Centre of Alagappa University for Physics. Of the 14 faculty members, 5 are Ph. D. qualified and one is SET qualified. The department has a good laboratory with basic facilities and a library with 4186 books. The faculty members have a large number of publications during the period of assessment and one being the member of the Board of Studies in Physics of the University is engaged in curriculum designing and development. Remedial Coaching is conducted for slow learners. The department has produced rank holders in the Examinations and the faculty members have also received awards for their meritorious work.

Areas which need improvement

- MOUs may be signed with Chemical Industries
- Steps may be taken to get patent rights for inventions
- Characterisation facilities may be improved for quality publications in journals.
- The department has no research project except a Minor Research Project. The faculty members need to apply to funding agencies to obtain financial assistance for research projects.
- Alumni association may be made more pro-active.

- No Seminar has been organized. Hence Steps may be taken to organize seminars, conferences, workshops etc.
- Placement of students needs to be strengthened.
- ICT based methods of teaching are to be extensively used.
- Mentor-Mentee is followed but needs to be more formalized.

Department of Chemistry

The department was established in 1948 and has become an Approved Research Centre of Alagappa University for Chemistry. Of the 12 faculty members, 9 are permanent and one is a Guest Lecturer. The faculty members have 11 publications during the period of assessment. The department has a library with 2624 books. The records are well documented

Areas which need improvement

- The faculty members need to apply to funding agencies to obtain financial assistance for research projects.
- MOUs may be signed with Chemical Industries
- Journals may be subscribed for use by faculty, research scholars and students
- The department has not organized any seminar/conference/workshop etc.
- Placement of students needs to be strengthened. Only 4 students have been placed.
- ICT based methods of teaching are to be extensively used.
- Extension activity specific to the department may be undertaken.
- Mentor- Mentee System may be formalized
- Alumni association may be made more pro-active.

Department of Botany:

Strength:

The department is as old as the College and has become an Approved Research Centre of Alagappa University for Botany. It has produced many distinguished alumni. The faculty members being the members of the Board of Studies in Botany of the University are engaged in curriculum designing and development.

Areas which need improvement:

- ICT based methods of teaching are to be extensively used.
- Research component has to be strengthened in terms of funded projects, publications and patents etc. Only 2 out of 4 permanent faculty members are Ph. D. qualified.
- Journals are to be subscribed and made available in the Dept. library for use by research scholars, students of M.SC. and faculty members.
- Alumni source has to be tapped fully for the development of the department by involving them in teaching, research, extension and placement activities.
- Extension activities which are department-specific may be undertaken for the benefit of the society.
- No Seminars/Conferences/workshops have been organized so far by the department during the assessment period. The department has to take steps to organize seminars, conferences etc.

Department of Zoology:**Strength:**

The department has a well established and reputed Museum. It offers coaching to students appearing for Competitive examinations. Every year a “Science Exhibition” is organized by the department for the benefit of school students. The faculty members being the members of the Board of Studies in Zoology of the University are engaged in curriculum designing and development. Two faculty members are on the Board of Studies of the University and play a role in curriculum designing.

Areas which need Improvement:

- Research component has to be strengthened in terms of research guidance, funded projects, publications and patents etc.
- ICT based teaching-learning has to be strengthened
- The pass percentage in B.SC. is only 60% which has to be enhanced
- Alumni source needs to be tapped more effectively.
- Seminars, Conferences and workshops need to be organized.

- Journals are to be subscribed and made available in the Dept. library for use by research scholars, students and faculty members.
- The department Association has to organize meetings, guest lectures and student seminars.
- MOUs may be signed with Research Institutes and Extension activities which are department specific may be arranged.

Department of Geology:

The department was established in 1949 and offers undergraduate and post graduate programmes only. Of the 8 faculty members, 6 are Ph. D. qualified and 3 are NET /SET qualified. The department has good sample collections. The faculty members have adequate number of publications during the period of assessment and three being the members of the Board of Studies in Geology of the University are engaged in curriculum designing and development. An appreciable quality is that the department has 4 student publications. The faculty personally subscribe to 5 journals and make them available for use by the faculty and students. 18 students have been placed during 2020-21.

Areas which need improvement

- Laboratories for Soil, Water, GIS may be established.
- Steps may be taken to get patent rights for inventions
- Proposals may be sent to Dept. of Earth Sciences, Govt. of India for financial assistance for carrying out research projects.
- ICT based methods of teaching are to be extensively used.
- Extension activity specific to the department may be undertaken.
- Mentor- Mentee System may be formalized
- Alumni network may be strengthened.
- No Remedial Coaching is conducted for slow learners
- Steps may be taken to obtain more research projects.

Department of Computer Science:

Strength:

- Three faculty members are Ph. D. qualified and no one is a Ph. D. guide in the department.

- Faculty members have publications in UGC approved Peer Reviewed journals
- One faculty member is on the Board of Studies of the University and plays a role in curriculum designing.
- The pass percentage in B.SC. is only 80%.

Areas which need Improvement:

- As an extension activity, the department may undertake “computer literacy” campaign to the villagers.
- ICT based teaching-learning has to be strengthened
- Computer skill training may be offered to the students of other departments and non-teaching staff of the College.
- The department may undertake consultancy work and earn revenues subject to the rules and regulations of the College/Director of Collegiate Education, Chennai.
- Alumni association needs to be more active.
- Seminars, Conferences, Workshops are to be organized by the department every year.
- Research component has to be strengthened in terms of research guidance, funded projects, publications and patents etc.
- Mentor-Mentee system needs to be strengthened by the department.

Department of Computer Applications:

The department having been established in 2008 is in its infant stage. Of the 3 faculty members, only one is permanent and the other two are Guest Lecturers. Two faculty members are SET qualified. The department has a library with 547 books. The faculty members have 4 publications. Career guidance is given to the students and 11 students have been placed in jobs.

Areas which need improvement

- No Remedial Coaching is conducted for slow learners
- Journals may be subscribed for use by faculty and students
- Student participation in clubs/Associations may be encouraged.
- Faculty participation in various committees may be improved.
- The department has not organized any seminar/conference/workshop etc.
- ICT based methods of teaching are to be extensively used.

- Extension activity specific to the department may be undertaken.
- Mentor- Mentee System may be formalized
- Alumni association may be made more pro-active.

Library:

- The library is vibrant with 92,659 books and 05 journals. E-books, rare books and reference books are available.
- Average footfalls per day is 200
- Modern library software has to be installed
- Internet facility is available and digitization process is undertaken.

Women's Cell:

The Women's Cell of the College is functioning with limited Members. It is suggested that the Cell may have its full strength of members and the complaints, if any, received so far, how they have been redressed may be properly documented.

Co-Operative Stores:

The Co-operative Stores of the College is working with the contribution from all the students. The individual contribution amount may be raised in order to augment the capital amount of the Stores and deal in more items needed by the students.

National Service Scheme:

The NSS Wing of the College is actively functioning with four units of 100 members each. The ordinary and special camps are being organized every year with assistance from the State NSS Regional Office. Two student volunteers have attended the National Integration Camp at Bharathiar University, Coimbatore.

National Cadet Corps:

The NCC of the College is working with limited funds and as a result it is not able to supply the uniform dress, boot etc. required by the student cadets. But the Unit is sustained with spontaneous interest of the students which needs to be continued.

Sports & Games:

The students of the College are representing the Alagappa University in various sports and games activities and bringing laurels to the College. There is only one Physical Director for the entire institution who has to organize various activities. Steps may be taken for filling up the vacant position of one more Physical Director.

Administrative Office:

The College Office is effectively functioning with a Bursar and other administrative staff. The accounts are properly maintained. Audit is periodically done and scholarships are now directly credited to the bank accounts of students. Budget is prepared every year projecting the annual expenses and the amount of funds required and forwarded to the Director of Collegiate Education, Chennai.

Overall Observations:

- IQAC may clearly chalk out its policies, strategies and functions
- Quality concept may be institutionalized and internalized by all the stakeholders.

Curriculum Aspects:

- All the faculty should go “Beyond the Syllabus” and inculcate human values, ethics and environmental consciousness in students.
- Every department should come out with “Add-on” programmes relevant to their discipline.

Teaching, Learning and Evaluation:

- Experiential learning, Participative learning and Problem Solving methods may be adopted.
- ICT based teaching-learning is to be fully strengthened.
- Teachers’ quality may be further enhanced through more professional development programmes.
- Web based learning methods may be fully operationalised.

Research, Innovation, & Extension:

- Research publications in UGC CARE listed/Peer Reviewed journals may be enhanced
- An “Innovation & Incubation” Cell may be set up to encourage ideas from students.
- Faculty members may be motivated to carry out research leading to scientific inventions for obtaining patents.

Infrastructure & Learning Resources:

- Smart interactive boards may be installed in all class rooms
- Library facilities may be upgraded with allocation of more funds for purchase of books and journals.
- Sports facilities may be strengthened with construction of Gymnasium, well laid track and sophisticated equipments and sports goods.

Student Support and Progression:

- Although the pass percentage is good in many departments, steps may be taken to improve the situation in few other departments.
- Job placement of students may be strengthened.
- Support services like Medical Centre, Group Insurance, Rest Halls for Girls etc. may be fully operationalised.
- A separate Centre for coaching for Competitive Examinations may be set up.
- A Skill Development Centre may be set up to impart the job oriented skills to the students.

Governance, Leadership & Management:

- There is participation of all the faculty members in different committees of the College.
- Student Associations are active in each department and the activities of the associations need to be documented properly.

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