

# **ACADEMIC AND ADMINISTRATIVE AUDIT REPORT**

**INDIRA GANDHI COLLEGE OF ARTS  
& SCIENCE  
KADIRKAMAM, PUDUCHERRY**

**11<sup>TH</sup> October, 2017**

**ACADEMIC AND ADMINISTRATIVE AUDIT COMMITTEE  
PUDUCHERRY STATE HIGHER EDUCATION COUNCIL  
PUDUCHERRY STATE.**

## Academic and Administrative Audit

### General Profile of the College:

Section I: GENERAL PROFILE	Information
1.1. Name and Address of Institution	<i>Indira Gandhi College of Arts &amp; Science, Kadirkammam, Puducherry</i>
1.2 Year of Establishment	2011
1.3 Current Academic Activities at The Institution (Numbers):	
• Faculties:	40
• Departments/Centers:	5
• Programmes/Course Offered:	5
• Permanent Faculty Members:	4
• Permanent Support Staff	32
• Number of Students	475
1.4 Three Major Features in the Institutional Context (Perceived By AAA team):	<ol style="list-style-type: none"> <li>1. The courses are innovative and job oriented</li> <li>2. The College is functioning in the School building</li> <li>3. Lack of extension activities and research activities</li> </ol>
1.5 Dates of visit of the AAA Team (A Detailed visit schedule may be included separately):	11-10-2017
1.6 Composition of AAA Team which undertook the on-site visit	
Chairman	Dr.K.Muthuchelian
Member-Secretary	Dr.S.Mohandoss
Member 1.	Dr.S.Kumuda
Member 2.	Dr.E.M.Rajan
Member 3.	Dr.M.P.Ramanujam
Member 4.	Dr.V.Prithivraj
<b>Section II: Criterion Wise Analysis By the AAA Committee.</b>	Excellent/ Very Good/ Good/ Average/ Need Improvement.
<b>2.1 Curricular Aspects:</b>	<b>Good</b>
2.1.1 Curricular planning and Implementation :	5
2.1.2 Academic Flexibility:	5
2.1.3 Curriculum Enrichment:	4
2.1.4 Feedback System:	4
<b>2.2 Teaching - Learning and Evaluation:</b>	<b>Good</b>
2.2.1 Student Enrolment and Profile:	4

2.2.2 Catering to Student Diversity:	4
2.2.3 Teaching-Learning Process:	4
2.2.4 Teacher Quality:	4
2.2.5 Evaluation Process and Reforms:	3
2.2.6 Student Performance and Learning Outcomes:	4
<b>2.3 Research, Consultancy and Extension:</b>	<b>Average</b>
2.3.1 Promotion of Research:	2
2.3.2 Resource Mobilization for Research:	3
2.3.3 Research Facilities:	1
2.3.4 Research Publication and Awards:	2
2.3.5 Consultancy:	1
2.3.6 Extension activities and institutional social responsibility:	3
2.3.7 Collaboration:	0
<b>2.4 Infrastructure and Learning Resources:</b>	<b>Good</b>
2.4.1 Physical Facilities:	3
2.4.2 Library as a Learning Resource:	3
2.4.3 ICT Infrastructure :	3
2.4.4 Maintenance of campus facilities:	4
<b>2.5 Student Support and Progression:</b>	<b>Good</b>
2.5.1 Student Mentoring and Support:	3
2.5.2 Student Progression:	4
2.5.3 Student Participation and Activities:	4
<b>2.6 Governance and Leadership:</b>	<b>Good</b>
2.6.1 Institutional Vision and Leadership:	3
2.6.2 Strategy Development and Deployment:	3
2.6.3 Faculty Empowerment Strategies:	3
2.6.4 Financial Management and Resource Mobilization:	3
2.6.5 Internal Quality Assurance System:	3
<b>2.7 Innovations and Best Practices:</b>	<b>Good</b>
2.7.1 Environment Consciousness:	4
2.7.2 Innovations:	2

2.7.3 Best Practices:	3
<b>Section III: Overall Institutional Analysis of the AAA Committee:</b>	<b>2.53 in 4.00 scale</b>
3.1 Institutional Strengths:	<ul style="list-style-type: none"> <li>• Offers non-conventional and semi-professional Courses</li> <li>• Adequate qualified staff</li> <li>• Aided College with low fee structure and caters to rural college.</li> <li>• Existence of Mentor system</li> <li>• introduced CBCS from 2017-18 and revised the syllabi</li> <li>• Has sufficient land for a separate campus.</li> </ul>
3.2 Institutional Weaknesses:	<ul style="list-style-type: none"> <li>• Lack of buildings and infrastructure facilities</li> <li>• Students are Poor and first generation learners.</li> <li>• The courses are not permanently affiliated and hence do not have 12B status to get UGC funds.</li> <li>• Function in the School campus</li> <li>• Poor placement of students</li> </ul>
3.3 Institutional Opportunities:	<ul style="list-style-type: none"> <li>• Can start the PG courses in the existing departments.</li> <li>• Can be proposed for upgradation of the existing college to Model college.</li> </ul>
3.4 Institutional Challenges:	<ul style="list-style-type: none"> <li>• Lack of motivation.</li> <li>• Lack of involvement and research aptitude among staff</li> <li>• Absence of accountability, feedback system and assessment of outcomes.</li> </ul>

**Section IV: Recommendations of the Academic and Administrative Audit committee for Quality Enhancement of the Institution**  
(Please limit to **ten major ones** and use telegraphic language)

- To be shifted to the new campus as a model college.
- Must apply for more courses and PG courses in the subjects of UG courses
- Should apply for 12B status to get funds from UGC and other Central Govt. Agencies
- Should motivate the students for Entrepreneurship development
- The college must have MOU for the academic, skill development, placement and other co-curricular and extra-curricular activities with industries and other agencies.
- Through consultancy services, research projects and CSR initiatives, the faculty must generate revenue to the college.
- The college must adopt a village and involve the students in activities like adult literacy, ICT literacy, Evening Classes, awareness programmes on health and hygiene, legal aid

- and Swatch bhath
- The Alumni and Parent Teacher Associations must registered and involve them in the development of the institution
  - Must adopt Green and Energy audit in the college.

**SIGNATURES OF THE ACADEMIC ADMINISTRATIVE COMMITTEE MEMBERS:**

Name and Designation		Signature with Date
<b>Prof. K. Multhuchelian</b> (Former Vice-Chancellor, Periyar University) Res. 2/133 Sakthi Kudil, Palkalai Nagar East, Madurai – 625 021.	<b>Chairman</b>	
<b>Dr.S.Kumuda</b> (Former Principal, BGCW, Puducherry)	<b>Member- 1</b>	
<b>Dr.E.M.Rajan</b> (Former Principal, TAC, Puducherry)	<b>Member- 2</b>	
<b>Dr.M.P.Ramanujam,</b> Asso.Professor(Retd., KMCPGS, Puducherry)	<b>Member- 3</b>	
<b>Dr.V.Prithivraj,</b> (Former Principal, PEC, Puducherry)	<b>Member - 4</b>	
<b>Dr.S.Mohandoss</b> Member Secretary-PSHEC	<b>Member-Secretary</b>	

Place:

Date :