

Assumption College (Autonomous) Changanacherry

Academic Audit Report for the year 2019-20

Introduction

Assumption College (Autonomous), Changanacherry, is a premier educational institution for women, affiliated to Mahatma Gandhi University, owned and managed by the Archdiocese of Changanacherry. It was established in 1950, has now grown into a full-fledged college with 19 Degree programmes, 8 Post Graduate programmes and 2 Ph. D. programmes catering more than 2300 students. NAAC reaccredited the college with NAAC A-Grade in 2007 and 2014. As a recognition of its achievements in academic, cultural and social realms, UGC conferred autonomy in 2016. The College is envisioned to create enlightened, empowered and socially committed women.

Methodology

The college has the practice of conducting Academic and Administrative Audit (AAA) annually for reviewing the quality of academic process in the institution and for obtaining methods for quality enhancement. The task of AAA is entrusted to an external expert committee. The committee visits all departments and facilities and investigating the self evaluation documents presented by the authorities and finally consolidates the report along with suggestions for further improvement.

Audit Team

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General Observations

Assumption College (Autonomous), Changanacherry, is a premier educational institution for women, affiliated to Mahatma Gandhi University, owned and managed by the Archdiocese of Changanacherry. It was established as an annex to St. Berchmans' College, Changanacherry in 1950, has now grown into a full-fledged college with 19 Undergraduate Programmes, 8 Post Graduate Programmes and 2 Ph.D Programmes catering more than 2300 students. NAAC reaccredited the college with A-Grade in 2007 and 2014. As a recognition of its achievements in academic, cultural and social realms, UGC conferred autonomy in 2016. The College is envisioned to create enlightened, empowered and socially committed women. The Community College functioning in the college establishes a link between the College and the local community. The College is well known for its achievements in sports and games. Disciplined and serene environment in the campus provides a conducive ecosystem for academics and co-curricular activities.

The Academic and Administrative Audit Process

The college has the practice of conducting Academic and Administrative Audit (AAA) annually for reviewing the quality of academic and administrative processes in the institution and for obtaining suggestions and ways for quality enhancement. The task of AAA is entrusted to an external expert committee. The committee visits all departments and facilities and investigate the self-evaluation documents presented by the authorities and finally consolidates the report along with suggestions for further improvement. The Principal and the IQAC are very vigilant in conducting the audit in an objective, transparent and efficient manner.

Administrative Audit- Observations and Suggestions

The administrative staff and the entire office staff follow standard procedures for its operations and filing. It is highly appreciable that the entire office is internet connected and the operations are done with the aid of computers. All the required registers, especially Master Stock Register, Establishment Register, Acquittance Register, Tender Register, Admission Register, Student Scholarship and Stipend Register, Casual leave Register and the like are properly

maintained in the office. The counterfoils of TC and Conduct Certificate are maintained properly. Certain changes have to be brought in with regard to the display of the counters for various services, site map of the College, Quality policy of the College etc. A training programme on service matters and office procedures shall be arranged to college office staff to familiarize them with the innovative practices in office management.

Finance Committee conducts both internal and external audits to ensure optimal and efficient utilization of funds received on various heads from the Government, the Management and the UGC. Examination system needs special appreciation as it is fully automated and efficient in terms of the conduct of examinations and publication of results. The Examination Cell follows the Academic Calendar except in extraordinary situations.

Academic Audit- Observations and Suggestions

The College maintains good academic standards with very good results. Most of the Programmes have good demand ratio. Some of the departments where the results are low, remedial measures have to be undertaken and the Principal should have the record of the same. Most of the departments have good student support programmes. Students of all the departments are actively involved in the social outreach programmes. Teachers are using ICT facilities for delivering lectures and have attended national and international seminars related to their subjects. It is suggested that the formal instruction has to be supplemented with invited talks and experiential learning through socially relevant projects, internships etc. Internships should be started in the case of programmes like Commerce, BBA, Home Science and Fashion Technology. Student progression has to be tracked and records have to be maintained with each department. In addition to academic excellence, students should be encouraged to start business ventures in the Incubation Centre. Revamping of the Placement Cell needs immediate and special focus.

Research culture is lacking in the campus. Teachers who are qualified should take up guideship and funded research projects. It is a good idea to make projects a compulsory component of all the Programmes. More subject related certificate courses have to be offered to students to make them more employable. Collaborative activities with alumnae for internship,

talks, research etc. should be facilitated and their cooperation and involvement have to be ensured.

At the College level, tie ups for academic exchange, internships and collaborative research have to be established. For the development of facilities at the department level fund may be mobilised from the parents at the time of admission. To inculcate the entrepreneurial acumen in students, the Incubation Centre should be equipped with better human resource to provide guidance to student startups.

SWOC Analysis

The College has some distinctiveness in terms of its value based education. A certificate course in Value education is made mandatory for all the UG and PG students. The extension activities of the College are really commendable and the green initiatives are impressive. The Village Adoption Programme, guided by the Principal and implemented through the departments is a good practice of the College. Placements and student progression of some of the departments like Commerce, Chemistry, Physics, Economics and English are impressive. All the teachers in the departments of Chemistry and Physics completed online courses of SWAYAM. Few departments have MoUs with reputed organizations. Supportive Management Highly qualified and committed Faculty, skill based certificate courses by various departments, autonomy to frame competent syllabus, timely conduct of examinations and publication of results are the strengths of the College. Department of Physical Education deserves special mention as they mould sports talents who are globally competent.

The weakness of the campus include lack of industrial exposure and internship opportunities to students, low pass percentage in some of the departments, lack of research projects, low demand ratio for some programmes etc. The IQAC should take the initiative to communicate to the faculty the opportunities of funding by the various government and non-government organizations for research in socially relevant issues.

The opportunities are many as the College is an autonomous institution. The Board of studies of the various departments may focus on introducing new-gen innovative skill oriented

programmes in the coming syllabus revision. The research culture has to be fostered on the campus by the teachers with PhDs and they should try to become research guides.

The major challenge for the College is establishing collaborations with industries and institutions of repute in India and abroad. Overcoming competitions from other business-oriented institutions is another serious challenge to overcome in progress of the Assumption Autonomous College.



1. Dr. J G Ray



2. Dr. Sibichen M. Thomas



Principal
Assumption College
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Changanacherry