

The American College

(Autonomous)

Madurai – 625 002



Since 1881

Academic and Administrative Audit Report

2017 – 2018



SINCE 1881

THE AMERICAN COLLEGE, MADURAI
(An Autonomous Institution Affiliated to Madurai Kamaraj University)
Re-accredited (2nd Cycle) by NAAC with Grade "A" CGPA – 3.46 on a 4 - point scale

Academic and Administrative Audit (AAA)

Academic and Administrative Audit (AAA), endures as an essential element for maintaining the standard of excellence in Higher Education. A strong administrative set up and periodical auditing serves as a foundation for a quality oriented academic system.

Academic Audit: Academic audit is understood as a scientific periodic and systematic method of reviewing the quality of academic process in the institution. It is related with the quality assurance and enhancing the quality of academic activities in HEIs.

Administrative Audit: It is considered as a process of evaluating the efficiency and effectiveness of the administrative procedure. It includes assessment of policies, strategies & functions of the various administrative departments, control of the overall administrative system etc.



Guidelines for the Academic and Administrative Audit Committee

IQAC of the college finalizes the external members for Academic and Administrative Audit.

The Academic and Administrative Audit will be conducted in three streams

- Science
 - Physical Science
 - Biological Sciences
 - Computer Science
 - Visual Communication
 - Physical Education
- Management Studies, Humanities and Social Sciences
 - Business Administration
 - Economics
 - Religion Philosophy and Sociology
 - Social Work
 - Psychology
- Language and Literature
 - Tamil
 - English
 - Hindi
 - French

The report will have the following components:

- Strengths
- Weakness
- Opportunities
- Challenges
- Future Plans
- Recommendations



Overall Report of Academic and Administrative Audit Committee

Academic Audit was conducted to review the mechanisms of the college for monitoring and strengthening the academic quality and standards. Three External experts from various disciplines reviewed the departments and suggested their views. The commendable work of the management and faculty is highly appreciated by the external members. Head of the departments, coordinators and Staff were requested to implement the suggestions of the experts in their departments. This academic exercise was a immense help and fruitful endeavour to frame the best curriculum, teaching, learning and evaluation methodologies.

Observation

The mission and vision of the College are achieved through good governance, able leadership and effective management. The curriculum of all programmes has been designed to provide a holistic education. The curricula include academic knowledge, fundamental skills, personality development, social and ethical values. Programme outcomes, programme specific outcomes and course outcomes have been framed to satisfy the national and global needs. They are aimed at equipping the students with a critical and creative thinking. The American College offers 54 programmes from UG to Ph.D. levels. The college has 291 well-qualified teaching faculty and 6768 students. The student-faculty ratio is 23:1.

All the classrooms, seminar halls and laboratories have ICT facilities. Science laboratories are equipped with state-of-the-art facilities. College has facilities for the differently-abled students such as wheel chairs, battery car, ramps, and disabled-friendly toilets. The DPM Library (Daniel Poor Memorial Library) has 154661 text books and reference books, journals, videos, access to e-resources, Library Management Software CDS/ISIS (UNESCO Freeware). Archives have a collection of rare books (1405), manuscripts (1260), Infrastructure for sports includes a field for various games (Football, Cricket, Hockey, Handball, Volleyball, Basketball, Badminton, Kabaddi, etc.), gymnasium and an indoor stadium accommodating a Basketball court, a Volleyball court and 4 Badminton courts.

The college promotes various extra-curricular activities through organized service units, which helps students to get trained in Leadership Skills and imbibe in their a social responsibility. It is mandatory for the first and second-year undergraduate students to register for Part V programme (Extension) in the curriculum.



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1. **Name of the Stream** : Science
2. **List of Disciplines** : Mathematics, Physics, Chemistry
Botany, Zoology, Biochemistry, Microbiology,
Food Science and Nutrition
Computer Science, Computer Applications,
Information Technology
Visual Communication
and Physical Education
3. **Major Strengths, Weaknesses, Opportunities and Challenges (SWOC) of the department:**
 - A. **STRENGTHS:**
 - A highly motivated team of well qualified and subject specialized academic staff.
 - Spacious Classrooms with ICT facilities
 - Subjects framed to meet out the Industrial needs.
 - Sophisticated lab facilities.
 - Student-Centered learning process
 - Expertise the students in Butterfly Garden, Apiculture, Medicinal Plants, Botanical Garden and Birdwatching.
 - B. **WEAKNESSES:**
 - Applying for research grants
 - Appropriate placement opportunities
 - Research interest among faculty
 - C. **OPPORTUNITIES:**
 - Scope for field-based research activities
 - Resource generation through alumni and collaborative initiatives
 - Conduct of seminars and conferences to bridge the knowledge in the respective discipline



D. CHALLENGES:

- Collaboration with National research institutes and industries.
- Inculcating the practical knowledge and exposure about the industrial and corporate practices among the students
- Academic coping among first generation learners

4. Future Plans of the department:

- Exchange programmes with international Institutions
- Start-up a Journal with ISBN
- Consultancy projects with financial assistance from industries

5. Recommendations:

- Exposure to International Collaboration
- Robust mechanism to track the Academic progression of students
- Promotion of Action Research
- Encourage faculty to develop online classes (MOOC) on specialized subjects
- Emphasis more on Placement Training and Interaction
- Establishing Central Instrumentation Center

Signature of the External

(Name, Designation and Affiliation)

Dr. K.NEYVASAGAM, M.Sc., M.Phil., Ph.D.,
Associate Professor,
Department of Physics,
The Madura College, Madurai - 625 011.

Dr. K.NEYVASAGAM, M.Sc., M.Phil., Ph.D.,
Associate Professor,
Department of Physics,
The Madura College, Madurai - 625 011.



1. **Name of the Stream** : Management Studies, Humanities and Social Sciences
2. **List of Disciplines** : Business Administration (BBA & MBA)
B.Com, M.Com
B. Com with Computer Applications,
B. Com with Information Technology
Economics
Religion Philosophy Sociology
Social Work and Psychology

3. **Major Strengths, Weaknesses, Opportunities and Challenges (SWOC) of the department:**

A. STRENGTHS:

- A highly motivated team of well qualified and subject specialized academic staff.
- Equipped spacious Classrooms
- Subjects framed for corporate needs.
- Interaction with industry Professionals.
- Student-Centered learning process

B. WEAKNESSES:

- Applying for research grants
- Appropriate placement opportunities
- Research interest among faculty

C. OPPORTUNITIES:

- Scope for field-based research activities
- Resource generation through alumni and collaborative initiatives
- Conduct of seminars and conferences to bridge the knowledge in the respective discipline

D. CHALLENGES:

- Collaboration with National research institutes and industries.
- Inculcating the practical knowledge and exposure about the industrial and corporate practices among the students
- Academic coping among first generation learners



4. Future Plans of the department:

- Exchange programmes with international Institutions
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5. Recommendations:

- Exposure to International Collaboration
- Robust mechanism to track the Academic progression of students
- Promotion of Action Research
- Encourage faculty to develop online classes (MOOC) on specialized subjects
- Emphasis more on Placement Training and Interaction

Signature of the External
(Name, Designation and Affiliation)

Dr.S.PUSHPARAJ
Associate Professor & Head
Department of Econometrics
School of Economics
Madurai Kamaraj University
Madurai- 625 021



1. **Name of the Stream** : Language and Literature
2. **List of Disciplines** : Tamil, English, Hindi, French
3. **Major Strengths, Weaknesses, Opportunities and Challenges (SWOC) of the department:**
 - A. STRENGTHS:**
 - A highly motivated team of well qualified and subject specialized academic staff.
 - Equipped spacious Classrooms
 - Subjects are framed for corporate needs.
 - Interaction with industry Professionals.
 - Student-Centered learning process
 - B. WEAKNESSES:**
 - Receiving research grants from funding agencies
 - Appropriate placement opportunities
 - Research interest among faculty
 - C. OPPORTUNITIES:**
 - Scope for field-based research activities through communities, industries etc.
 - Resource generation through alumni and collaborative initiatives
 - Conduct of seminars and conferences to bridge the knowledge in the respective discipline
 - D. CHALLENGES:**
 - Collaboration with National research institutes and industries.
 - Inculcating the practical knowledge and exposure about the industrial and corporate practices among the students
 - Academic coping among first generation learners
4. **Future Plans of the department:**
 - Exchange programmes with international Institutions
 - Start-up a Journal with ISBN
 - Consultancy projects with financial assistance from industries



5. Recommendations:

- Exposure to International Collaboration
- Robust mechanism to track the Academic progression of students
- Promotion of Action Research
- Encourage faculty to develop online classes (MOOC) on specialized subjects
- Emphasis more on Placement Training and Interaction

Signature of the External

(Name, Designation and Affiliation)

Dr.D.M.AMALA, M.A., M.Phil., Ph.D.,
Associate Professor & Head,
Guideship Number : 1747
PG & Research Dept. of English,
Sri Meenakshi Govt. Arts College For Women (Aut)
Madurai -625002



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**Academic and Administrative Audit (AAA) Committee Members
(2015-2016 to 2017-2018)**

Name of the Stream	Name of the Member	Designation
Science	Dr. K.Neyvasagam	Associate Professor, Department of Physics, The Madura College, Madurai - 625011
Management Studies Humanities and Social Sciences	Dr. S.Pushparaj	Associate Professor & Head, Department of Econometrics, School of Economics, Madurai Kamaraj University, Madurai - 625021
Language and Literature	Dr. D.M.Amala	Associate Professor & Head, PG & Research Department of English, Sri Meenakshi Government Arts College for Women (A), Madurai - 625002

Conclusion:

I thank all the committee members for their effort. Recommendations and observations given by the Academic and Administrative Audit (AAA) committee is considered for the enhancement of the institution.




Dr. M. DAVAMANI CHRISTOBER
Principal & Secretary
The American College
Madurai - 625 002