

# THE AMERICAN COLLEGE

(An Autonomous Institution Affiliated to Madurai Kamaraj University)  
Re-accredited (2<sup>nd</sup> Cycle) by NAAC with Grade "A" CGPA – 3.46 on a 4 - point scale  
Madurai – 625 002



Since 1881

**Academic and Administrative Audit Report**

**2020-2021**



### **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 setup 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 the academic process in the institution. It is related to 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.

Academic and Administrative Audit enhances constant judgment, quality improvement and necessary nourishment, leading to best practices of the various academic programmes. It aims to document facts backed by empirical data which is a hallmark of excellence, and moreover a practice indispensable in academic programmes.



The audit aims to

- present a faculty-driven process for an unending progression.
- encourage integration across programs and disciplines.
- subject every department to external analysis.
- give self-evaluation based on quality standards.

The main objective of the audit is to update

- Curriculum, teaching and learning.
- Examination and evaluation methods.
- Research, Innovation and Extension
- Infrastructure and Learning Resources
- Student Support and Progression
- Unique healthy Practices

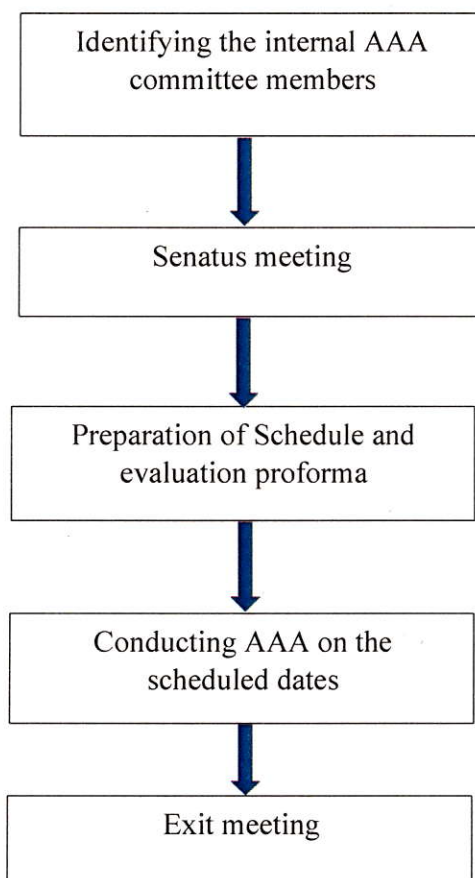
The audit process strictly adhered to a proforma structured by the IQAC for the evaluation based on

- i. Course content
- ii. Teaching-Learning Process
- iii. Results
- iv. Feedback system
- v. Research
- vi. Infrastructure
- vii. Department Administration, and
- viii. Other academic-oriented activities



**Process Involved:**

The process involved for the AAA by the members is given below. The review process for the year 2020-2021 is carried out by internal committee members.



The report will have the following components

- Strength
- Weakness
- Opportunities
- Challenges
- Recommendations





### **Internal Audit Committee**

As per the names suggested and their consent, Academic and Administrative Audit Committee for the year 2020-21 consisting of the following members was constituted by the Principal:

1. Dr.M.Davamani Christoher, Principal - Chairman
2. Dr. G.C.Abraham, Vice Principal
3. Dr.C.Dorothy Sheela, Bursar
4. Dr. A.Martin David, Controller of Examination
5. Dr.K.Gnanasekar, IQAC Coordinator
6. Dr.D.Lourdu Immaculate, Dean for Academic Policies & Administration
7. Dr.S.Rajkumar Immanuel, Dean for Curriculum Development & Research
8. Mr.J.Justin Manohar, Dean for Academic Advising
9. Dr.J.Paul Jayakar, Dean for International exchange & Study Abroad
10. Dr. M.Vathanaruba, Dean for Women students
11. Dr.M.Balakrishnan, Dean for Self-financed programmes
12. Dr. J.Sarojini, PG Head, Tamil
13. Dr.M.Rajendra Pandian, PG Head, English
14. Mr.S.Stephen, PG Head, Mathematics
15. Dr.A.Robson Benjamin, PG Head, Physics
16. Dr. K.John Adaikalasamy, PG Head, Chemistry
17. Dr.A.Joseph Thatheyus, PG Head, Zoology
18. Dr. C.Muthuraja, PG Head, Economics
19. Dr.R.Albert Christopher Dhas, Director, Satellite campus



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**Academic and Administrative Audit schedule**

**02 February 2022**

S.No.	Department	Time	Internal members	Venue
1	MBA	10 am	Dr.K.Gnanasekar Dr. K.John Adaikalasamy Dr.A.Martin David	BBA Department
2	BBA (Main & Satellite)	10:45 am		
3	BBA (Maritime Logistics)	11:30 am		
4	Data Science	12 Noon	Dr.J.Paul Jeyakar Dr.M.Balakrishnan	Data Science Department
5	English	12 Noon	Dr.A.Robson Benjamin Dr.A.Martin David Mr.J.Justin Manohar	PG English Library



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03 February 2022

S.No.	Department	Time	Internal members	Venue
1.	Tamil	10 am	Dr.S.Rajkumar Immanuel Dr.M.Rajendra Pandian	PG Tamil Library
2.	French	11 am		French Department
3.	RPS	12 noon		RPS Department
4.	Mathematics	10 am	Dr. K.John Adaikalasamy Dr. A.Martin David	PG Mathematics Library
5.	MCA	10 am	Dr.K.Gnanasekar Dr.C.Dorothy Sheela	Computer Science Department
6.	COS			
7.	BCA			
8.	BIT			
9.	Social Work	11 am	Dr. G.C.Abraham Dr.R.Albert Christopher Dhas	MSW Department
10.	Microbiology	12 noon		Microbiology Department
11.	Biochemistry	11 am	Dr.A.Joseph Thatheyus Dr. M.Vathanaruba	Biochemistry Department
12.	Food Science & Nutrition	10 am	Dr.A.Joseph Thatheyus Dr.D.Lourdu Immaculate	Food Science & Nutrition Department
13.	Psychology	12 noon		Psychology Department
14.	Physical Education	10 am	Dr.R.Albert Christopher Dhas Dr. M.Vathanaruba	Physical Education Department
15.	Hindi	12 noon	Mr.J.Justin Manohar Dr. M.Vathanaruba	Hindi Department



04 February 2022

S.No.	Department	Time	Internal members	Venue
1.	Commerce	9:30 am	Dr.J.Paul Jeyakar Dr.M.Balakrishnan	M.Com – Class Room Saunders Hall
2.	Commerce (CA)			
3.	Commerce (IT)			
4.	Commerce (PA)			
5.	Chemistry	10:00 am	Dr. C.Muthuraja Dr.A.Joseph Thatheyus	Chemistry Smart Room
6.	Botany	11:30 am	Dr.A.Robson Benjamin Dr. K.John Adaikalasamy	PG Botany Department
7.	Visual Communication	11 am	Dr. C.Muthuraja Dr. M.Vathanaruba	Visual Communication Department
8.	Physics	10 am	Dr. J.Sarojini Mr.S.Stephen	PG Physics Library
9.	Zoology	11 am		PG Zoology Library
10.	Economics	12 noon		PG Economics Library





## THE AMERICAN COLLEGE, MADURAI

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Academic and Administrative Audit was conducted from 2<sup>nd</sup> February to 4<sup>th</sup> February, 2022. Since peer review is the backbone of AAA, the senior faculty members on the basis of their credentials such as academic distinctions, experience and professionalism were selected as internal auditors for AAA. The committee was assisted by the O/o Dean for Academic Policies & Administration in conducting the audit, and it briefed the committee members about the objective of the audit and the procedure involved.

The AAA Committee had a formal meeting with the Principal who serves as the Chairman of the committee. The Chairman presented the overview of the college, developments and the achievements made during the assessment year.

The members visited the departments and audited the infrastructural facilities such as classrooms, laboratories and interacted with the teaching staff to know the academic and administrative performance. All the related documents were presented to the members. After completing all stages of inspection and interactions in the department, AAA Report covering the observations was prepared for the respective departments by the members. Individual department reports are enclosed with this report.

The committee further visited the central facilities such as the Examination section, Computer centre, NCC, NSS, PED, SLP, Placement cell, Library and other general facilities. The Committee, after going through all stages of inspection and interactions, prepared the AAA report for the college covering the summarized observations and 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. Maximum three internal experts from various disciplines reviewed the departments and suggested their views. The commendable work of the department is highly appreciated by the Principal and Secretary. Head of the departments, coordinators and Staff were requested to implement the suggestions of the experts in their departments. This academic exercise was an immense help and fruitful endeavour to frame the best curriculum, teaching, learning and evaluation methodologies.

#### **Observation**

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 critical and scholastic thinking. The American College offers 74 programmes from UG to Ph.D. levels. The college has 402 well-qualified teaching faculty and 9183 students. The faculty-student ratio is 1:23.

All the classrooms, seminar halls and laboratories have ICT facilities. Science laboratories are equipped with state-of-the-art facilities. College has facilities for differently-abled students such as wheelchairs, battery car, ramps, and disabled-friendly toilets. The DPM Library (Daniel Poor Memorial Library) has 1,62,722 textbooks and reference books, journals, videos, access to e-resources, Library Management Software CDS/ISIS (UNESCO Freeware) URKUND plagiarism software and E-content resources. Archives have a collection of rare books (1405), and 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 basketball court, volleyball court and four badminton courts.



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

NCC and NSS students helped the district administration during the pandemic period. The college facilitated the general public with a Siddha medical centre in association with Government of Tamilnadu and also conducted vaccination camps.

### Recommendations

- Remedial classes to be improved.
- Mentor-mentee system to be streamlined.
- Collaboration and MoU should be encouraged.
- Incubation centre should be established.
- Multidisciplinary Research should be enhanced.
- Placement and student progression details should be maintained.
- Alumni meetings and contributions should be recorded properly.

**Dr. K. GNANASEKAR, Ph.D.,**  
Coordinator,  
IQAC  
Associate Professor  
Department of Physics  
The American College, Madurai

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

Dean for Academic Policies  
& Administration  
**Dr. D. LOURDU IMMACULATE**  
Dean for Policies & Administration  
The American College  
Madurai - 625002.



### Internal Audit Report

**Name of the Department:** Tamil

**Date:** 03 Feb 2022

**Internal Audit Members:**

1. Dr.S.Rajkumar Immanuel, Dean for Curriculum Development & Research
2. Dr.M.Rajendra Pandian, PG Head, English

**Strength:**

- Frequent department meetings, periodic syllabus revision, accessible faculty.

**Weakness:**

- Many teachers have to take four hours continuously.

**Opportunities:**

- Students find their careers in the government, media and private sector.

**Challenges:**

- Students find it difficult to clear SLET, NET exams particularly in pandemic.

**Recommendations:**

- More space for Ph.D scholars with furniture and a quiet atmosphere may be given.
- Department should have greater say in making the admission.
- SF staff may be given greater space with furniture.
- Ample time is to be given for collecting data from faculty and students.

**Signature of Internal Audit Members**

1.

2.

  
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### Internal Audit Report

**Name of the Department: Hindi**

**Date: 03 Feb 2022**

**Internal Audit Members:**

1. Mr.J.Justin Manohar, Dean for Academic Advising
2. Dr.M.Vathanaruba, Dean for Women students

**Strength:**

- Qualified faculty.
- Only department offering B.A(Hindi) in south Tamil Nadu.

**Weakness:**

- Less awareness among the students about the programme.

**Opportunities:**

- To organise more seminars, conferences, training programmes.
- To equip the students for placement and employability.



**Challenges:**

- To create interest in Hindi among non-Hindi-speaking students.

**Recommendations:**

- Any one of the classrooms may be equipped with LCD/ smart TV.
- Department needs at least one MoU.

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### Internal Audit Report

**Name of the Department:** French

**Date:** 03 Feb 2022

**Internal Audit Members:**

1. Dr.S.Rajkumar Immanuel, Dean for Curriculum Development & Research
2. Dr.M.Rajendra Pandian, PG Head, English

**Strength:**

- Career guidance for outgoing students is given.
- Difficulties in online classes are effectively addressed.
- Teachers pay personal attention to students.

**Weakness:**

- Chances to present papers are less as French is not taught in several places.

**Opportunity:**

- Jobs available in teaching and also in companies as translators and interpreters.

**Challenges:**

- Identifying advanced learners and catering to the needs of heterogeneous students.

**Recommendations:**

- A smartboard may be given.
- A grant for books will help.

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### **Internal Audit Report**

**Name of the Department:** English

**Date:** 02 Feb 2022

**Internal Audit Members:**

1. Dr.A.Robson Benjamin, PG Head, Physics
2. Dr.A.Martin David, Controller of Examinations
3. Mr.J.Justin Manohar, Dean for Academic Advising

**Strength:**

- Most of the faculty are their own alumni and are able to build the rich heritage of the department.
- Having a student-teacher ratio of 1:22.
- Passing percentages in UG & PG programs are remarkably high.  
(i.e., 81% in UG & 93 % in PG)
- Highly flexible teaching and learning methods are being followed such as Flipped Classrooms, Library hours with credits, project-based learning and etc.
- The entire curriculum in UG and PG English programs is enriched with the latest trends and market demands.
- On average, each year around 10 students cleared either SET or NET.

**Weakness:**

- The students are from cosmopolitan are and leading the classroom to heterogeneous.
- Overwhelming demand for the course results in crowded classrooms. The department lacked behind with furniture and other infrastructure.

**Opportunity:**

- Initiations on students exchange and study abroad programmes open up avenues in Japan, Kenya and USA.
- Faculty /students' visits to international universities are in pipeline.




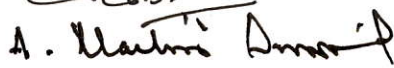

**Challenges:**

- No funding is available for the conventional library into a digital learning hub. Funds are to be tapped to the English department library for stocking e-journals and digital magazines.
- During the pandemic (2020-21) the admission to satellite campus get decreased.

**Recommendations:**

- Alumni meet can be organized by the department to kickstart the fund mobilization and endowments.
- During pandemic play production and staging became dormant, the media department can help with digital production and YouTube premiering.

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### Internal Audit Report

**Name of the Department: Mathematics**

**Date: 03 Feb 2022**

#### Internal Audit Members:

1. Dr.A.Martin David, Controller of Examinations
2. Dr.K.JohnAdaikalasamy, PG Head, Chemistry

#### Strength:

- Robust curriculum.
- Skilled faculty.
- Many of the faculty are being alumni add more strength to the department activities.
- Alumni contribution in scholarship academic as well as in.

#### Weakness:

- Need to conduct more workshops, seminars, etc.
- Lack of parent-teachers meetings.
- Collaboration, MOU is missing.

#### Opportunities:

- Curriculum provides more employable opportunities.

#### Challenges:

- Classes with heterogeneous groups of students.
- Number of publications.

#### Recommendations:

- Encourage faculty to complete Ph.D.
- Department should concentrate on making more UG students towards PG and other higher degree programmes.

#### Signature of Internal Audit Members

1. A. Martin David
2. Dr. John Adaikalasamy

  
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### Internal Audit Report

**Name of the Department: Physics**

**Date: 04 Feb 2022**

**Internal Audit Members:**

1. Dr.J.Sarojini, PG Head, Tamil
2. Mr.S.Stephen, PG Head, Maths

**Strength:**

- Oldest department in the college.
- Best workshops to be utilized to the maximum internet facility.

**Weakness:**

- Lack of industrial expo.
- More smart room.
- More lab facilitators.

**Opportunity:**

- As listed in the report.
- The available workshop needs to utilised to the max.

**Challenges:**

- To cater to the need of the weaker section.

**Recommendations:**

- Freedom for a pattern of the question paper.

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### Internal Audit Report

**Name of the Department: Chemistry**

**Date: 04 Feb 2022**

**Internal Audit Members:**

1. Dr.C.Muthuraja, PG Head, Economics
2. Dr.A.JosephThatheyus, PG Head, Zoology

**Strength:**

- Research based and patent producing environment.
- Analytical skill and outcome-based research through laboratory courses.

**Weakness:**

- Since online teaching is the order of the day, teaching chemistry (Theory and Lab) is a serious problem for teachers and learners.

**Opportunity:**

- Producing e-learning materials on chemistry both in English and Tamil to reach the unreached learners.

**Challenges:**

- Chemistry alumni are worldwide, but their contribution to the college is not visible in terms of building, endowments etc.

**Recommendations:**

- Global virtual conferences can be conducted on various facts of chemistry.
- The department can act as a nodal centre to promote chemistry education and skills across the state and nation.

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### Internal Audit Report

**Name of the Department: Botany**

**Date: 04 Feb 2022**

#### Internal Audit Members:

1. Dr.A.Robson Benjamin, PG Head, Physics
2. Dr.K.JohnAdaikalasamy, PG Head, Chemistry

#### Strength:

- Innovative and state of art curriculum.
- Skilled faculty.
- Good alumni interaction with the department.

#### Weakness:

- No student clearing GATE and UGC exams.
- Less demand ratio for PG courses.

#### Opportunity:

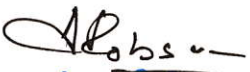

#### Challenges:

- Consultation and extension work.

#### Recommendations:

- Tie-up with higher learning institute in future.
- Special training programs for NET, GATE other national level tests.

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### Internal Audit Report

**Name of the Department: Zoology**

**Date: 04 Feb 2022**

**Internal Audit Members:**

1. Dr.J.Sarojini, PG Head, Tamil
2. Mr.S.Stephen, PG Head, Mathematics

**Strength:**

- Curriculum.
- Feedback mechanism.
- Number of research guides (7) - M.Phil approved department

**Weakness:**

- No animal houses.
- Need for research- cubicle for teachers ward interaction.

**Opportunity:**

- Coaching for CSIR-NET.

**Challenges:**

- Heterogeneous- group of students.
- Net connectivity- reachability.
- Need for bridge course to overcome the language barrier

**Recommendations:**

1. Animal ethical committee.

**Signature of Internal Audit Members**

- 1.
- 2.

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### Internal Audit Report

**Name of the Department: Economics**

**Date: 04 Feb 2022**

**Internal Audit Members:**

1. Dr.J.Sarojini, PG Head, Tamil
2. Mr.S.Stephen, PG Head, Mathematics

**Strength:**

- Exclusive learner-centric facility.
- Skilled and experienced faculty.

**Weakness:**

- Student strength.

**Opportunity:**

- Nice faculty.
- Synchronised leadership.


**Challenges:**

- Need for a large classroom (SF-Eco).

**Recommendations:**

- Need for linear class (reduction of strength).
- Better communication between the administration – department – students.
- Newsletter (as a live journal).

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1. 
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### Internal Audit Report

**Name of the Department:** Commerce

**Date:** 04 Feb 2022

**Internal Audit Members:**

1. Dr.M.Balakrishnan, Dean for Self-financed programmes
2. Dr.J.Paul Jayakar, Dean for International exchange & Study Abroad

**Strength:**

- Well qualified and experienced faculty.
- Contemporary curriculum.
- Well-equipped department with infrastructure.

**Weakness:**

- Rapport with national and international industries to promote on-campus placements.

**Opportunity:**

- Well-developed and established commerce lab.
- Entrepreneurship programmes facilitate students to become entrepreneurs.

**Challenges:**

- To tap funding (government) for projects.
- To help faculty to publish UGC care listed journals.

**Recommendations:**

- Department has to be strengthened with books, journals, and e-journals.
- Strong connections to be developed for department and industry collaborations.
- To develop students with effective communication skills.

**Signature of Internal Audit Members**

- 1.
- 2.

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### Internal Audit Report

**Name of the Department:** Commerce (Computer Applications)      **Date:** 04 Feb 2022

**Internal Audit Members:**

1. Dr.M.Balakrishnan, Dean for Self-financed programmes
2. Dr.J.Paul Jayakar, Dean for International exchange & Study Abroad

**Strength:**

- Qualified and efficient faculty.
- Updated syllabus.
- Well-developed infrastructure

**Weakness:**

- No collaborations and therefore collaborations to be explored.

**Opportunity:**

- Commerce lab where students learn short term courses.



**Challenges:**

- Inculcating entrepreneurial skills.

**Recommendations:**

- Faculty should start publishing articles in UGC care list journals.
- Collaboration with industries and corporate offices.

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### Internal Audit Report

**Name of the Department:** Commerce (Information Technology) **Date:** 04 Feb 2022

#### Internal Audit Members:

1. Dr.M.Balakrishnan, Dean for Self-financed programmes
2. Dr.J.Paul Jayakar, Dean for International exchange & Study Abroad

#### Strength:

- Well qualified faculty members.
- Updated curriculum and industry friendly curriculum
- Interaction with industry.

#### Weakness:

- There are no collaborations.

#### Opportunity:

- Techno-savvy faculty and the department aims at developing network c++, java.
- Well-structured department library.

#### Challenges:

- How to convert job seekers to job creators.
- To tap funding for projects.

#### Recommendations:

- To develop national and international collaborations.
- Teachers can go as consultancy.

#### Signature of Internal Audit Members

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### Internal Audit Report

**Name of the Department: Commerce (Professional Accounting) Date: 04 Feb 2022**

#### Internal Audit Members:

1. Dr.M.Balakrishnan, Dean for Self-financed programmes
2. Dr.J.Paul Jayakar, Dean for International exchange & Study Abroad

#### Strength:

- Well qualified faculty
- Alumni involvement in developing support with industries.

#### Weakness:

- No publications
- Collaborations with greater strength to be implemented.

#### Opportunity:

- Commerce lab with 20 computers is well equipped.



#### Challenges:

- How to facilitate students to involve in extension work.
- Collaborations to be developed.

#### Recommendations:

- Faculties can publish articles in UGC care list.
- Faculty can be consultants.
- Communication skills to be developed well among students.

#### Signature of Internal Audit Members

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### Internal Audit Report

**Name of the Department:** Religion, Philosophy and Sociology

**Date:** 03 Feb 2022

#### Internal Audit Members:

1. Dr.S.Rajkumar Immanuel, Dean for Curriculum Development & Research
2. Dr.M.Rajendra Pandian, PG Head, English

#### Strength:

- Being multidisciplinary.
- Promoting religious harmony.

#### Weakness:

- Lack of PG program.

#### Opportunity:

- Students can find jobs in social work, NGOs and can become clergies and so on.



#### Challenges:

- To reach out to low achievers.

#### Recommendations:

- To enable the department to create an interreligious forum.
- Impersonal/ objective feedback form students are to be ensured.

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### Internal Audit Report

**Name of the Department: Physical Education**

**Date: 03 Feb 2022**

**Internal Audit Members:**

1. Dr.R.Albert Christopher Dhas, Director, Satellite campus
2. Dr.M.Vathanaruba, Dean for Women students

**Strength:**

- Well-equipped infrastructure.
- Experienced and committed faculty
- Incentives of achievers.
- Effective management support.

**Weakness:**

- Poor socio-economic background of students.
- Lack of communication skills.

**Opportunities:**

- To organize more events.
- To participate in state and national level events.
- To occupy attractive job position.
- To develop healthy life styles.

**Challenges:**

- Competition among city colleges.
- To retrain interest on sports.
- To crab competitive exams and jobs.

**Recommendations:**

**Signature of Internal Audit Members**

- 1.
- 2.

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### Internal Audit Report

**Name of the Department: Computer Science**

**Date: 03 Feb 2022**

**Internal Audit Members:**

1. Dr.C.Dorothy Sheela, Bursar
2. Dr.K.Gnanasekar, IQAC Coordinator

**Strength:**

- Alumni supported (red hat labs) with labs training for students.
- Infrastructure-ICT facility.

**Weakness:**

- High faculty-student ratio.
- Space constraint.

**Opportunity:**

- International level alumni contact.
- Attending through conference (knowledge sharing).



**Challenges:**

- Communication gap.
- Heterogeneous group.

**Recommendations:**

- Startup unit & incubation centre.
- Software development centre and testing centre.
- Placement cell at department level.

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Madurai-625 002



### Internal Audit Report

**Name of the Department: BCA**

**Date: 03 Feb 2022**

**Internal Audit Members:**

1. Dr.C.Dorothy Sheela, Bursar
2. Dr.K.Gnanasekar, IQAC Coordinator

**Strength:**

- Dynamic curriculum.
- Infrastructure facility.

**Weakness:**

- Space constraint.
- Heterogeneous group of students.

**Opportunity:**

- Joining higher studies- MCA, MBA, Data Science.

**Challenges:**

- Wide spectrum of students.
- Lack of communication.

**Recommendations:**

- Start up and incubation centre.
- Certificate course.
- Internship inked courses.

**Signature of Internal Audit Members**

1. 
2. 



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### Internal Audit Report

Name of the Department: BIT

Date: 03 Feb 2022

#### Internal Audit Members:

1. Dr.C.Dorothy Sheela, Bursar
2. Dr.K.Gnanasekar, IQAC Coordinator

#### Strength:

- Opportunity for participative learning.
- Organization capability of students.
- Dynamic curriculum revision.

#### Weakness:

- Exclusive ICT facility.
- Space constraint.

#### Opportunity:

- Joining MCA, Data science of the college
- Admission at MBA
- Academic freedom.

#### Challenges:


- Wide spectrum of students.
- Social constraints.
- Student incubation.

#### Recommendations:

- Startup centre and incubation.
- Certificate course.
- Placement centre.

#### Signature of Internal Audit Members

1. C.D. Sheela..
2. 

  
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### Internal Audit Report

**Name of the Department: Data Science**

**Date: 02 Feb 2022**

#### Internal Audit Members:

1. Dr.M.Balakrishnan, Dean for Self-financed programmes
2. Dr.J.Paul Jayakar, Dean for International exchange & Study Abroad

#### Strength:

- Expertise of faculty.
- Teacher-student ratio.
- Employability courses at UG level.

#### Weakness:

- Department library doesn't have enough books, journals, e-journals etc.
- Department don't have smart board.
- Exposure to western university in terms of curriculum.

#### Opportunity:

- Department can work on possible collaboration.
- MOU can be done with software companies.
- A few more employability courses at PG level.

#### Challenges:

- Funding from Government agencies
- To increase student demand ratio.
- To conduct or participate in international conference/workshops/webinars/seminars.

#### Recommendations:

- Books, journals, e journals.
- Smart board to be fixed in class rooms.
- Office of the Dean for Research can facilitate Government funding.

#### Signature of Internal Audit Members

- 1.
- 2.

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### Internal Audit Report

**Name of the Department: Microbiology**

**Date: 03 Feb 2022**

**Internal Audit Members:**

1. Dr.G.C.Abraham, Vice Principal
2. Dr.R.AlbertChristopher Dhas, Director, Satellite campus

**Strength:**

- Curriculum and pedagogical practices peer approved.
- Newer ideas like LMS being used for improved TL.
- Entrepreneurs tilt in programs vouched by their placements and progress.

**Weakness:**

- Inadequacy in terms of space and care.
- No trained personal for maintenance of established infrastructure.

**Opportunities:**

- Students take part in community-oriented health care and awareness programs.
- Learning about infrastructure construction and maintenance for employability and start-ups.

**Challenges:**

- Capitalizing on animal cell culture facility for building up.
- Providing personalized attention to develop expertise.

**Recommendations:**

- Choose avenues for professional approaches for building up expertise in community intervention and strengthening the upward mobility.
- Alumni support can be tapped.

**Signature of Internal Audit Members**

1.

2.

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### Internal Audit Report

**Name of the Department: Biochemistry**

**Date: 03 Feb 2022**

**Internal Audit Members:**

1. Dr.A.JosephThatheyus, PG Head, Zoology
2. Dr.M.Vathanaruba, Dean for Women students

**Strength:**

- Well-furnished laboratory and other infrastructure.
- Experienced and highly qualified committed faculty.
- More number of students pursuing higher studies.

**Weakness:**

- Less number of research publications.
- Lack of MOU with industries.

**Opportunities:**

- Students experienced hands on trainings in clinical lab through internships programme.

**Challenges:**

- Equipping students in higher studies in the midst of pandemic situation.
- Making the students to clear competitive exams.

**Recommendations:**

- To start PG programme.
- To sign MOU with related industries.

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### Internal Audit Report

**Name of the Department:** BBA

**Date:** 02 Feb 2022

**Internal Audit Members:**

1. Dr.K.Gnanasekar, IQAC Coordinator
2. Dr.A.Martin David, Controller of Examinations
3. Dr.K.JohnAdaikalasamy, PG Head, Chemistry

**Strength:**

- Curriculum with more specialization like MIS, strategy & logistic managements.
- Experienced faculty.

**Weakness:**

- Very high student-teacher ratio.
- No internship & no project.

**Opportunity:**

- Academic freedom.
- Financial supports for seminars.


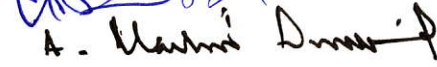

**Challenges:**

- Tracking student progression.
- One to one interaction with students.

**Recommendations:**

- No Research publications.
- More internship.

**Signature of Internal Audit Members**

1. 
2.   
A. Martin David
3.   
Dr. K. John Adaikalasamy



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### Internal Audit Report

**Name of the Department:** BBA (satellite)

**Date:** 02 Feb 2022

**Internal Audit Members:**

1. Dr.K.Gnanasekar, IQAC Coordinator
2. Dr.A.Martin David, Controller of Examinations
3. Dr.K.JohnAdaikalasamy, PG Head, Chemistry

**Strength:**

- Experienced faculty.
- Curriculum with more specialization.

**Weakness:**

- No industry tie-up.
- Lack of motivation towards competition.

**Opportunity:**

- Attracting international students as in the past.
- Academic autonomy.


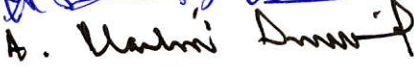

**Challenges:**

- Handling students from rural background.

**Recommendations:**

- More publications.
- E-content preparations.

**Signature of Internal Audit Members**

1. 
2.  A. Martin David
3.  Dr. John A



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### Internal Audit Report

**Name of the Department:** BBA (Maritime Logistics)

**Date:** 02 Feb 2022

**Internal Audit Members:**

1. Dr.K.Gnanasekar, IQAC Coordinator
2. Dr.A.Martin David, Controller of Examinations
3. Dr.K.JohnAdaikalasamy, PG Head, Chemistry

**Strength:**

- Experienced faculty.
- Curriculum with mandatory internship.

**Weakness:**

- Less awareness about this program by the students.

**Opportunity:**

- Chance for international student.
- Academic freedom.

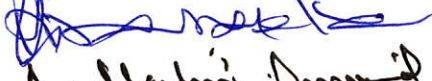


**Challenges:**

- Research publication.
- Geographical disadvantages to the program.

**Recommendations:**

- E-content preparation.
- Participation in MOOC platform.

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3. 



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### Internal Audit Report

**Name of the Department:** MBA

**Date:** 02 Feb 2022

**Internal Audit Members:**

1. Dr.K.Gnanasekar, IQAC Coordinator
2. Dr.A.Martin David, Controller of Examinations
3. Dr.K.JohnAdaikalasamy, PG Head, Chemistry

**Strength:**

- Experienced and diversified faculty.
- Continuous participation on current events and research.
- Robust curriculum.

**Weakness:**

- No extension or consultancy.
- No 100-percentage placement.

**Opportunity:**

- Industry tie-ups.
- Academic exchange with Indian and foreign institution.

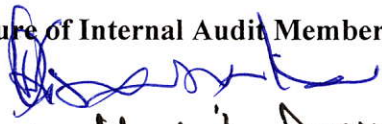
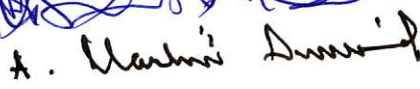

**Challenges:**

- Department is geographically placed in rural area.
- AICTE accreditation.

**Recommendations:**

- More conferences need to be conducted.
- More MOU with foreign universities.

**Signature of Internal Audit Members**

1. 
2. A. Martin David
3. K. John A



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### Internal Audit Report

**Name of the Department: Social Work**

**Date: 03 Feb 2022**

**Internal Audit Members:**

1. Dr.G.C.Abraham, Vice Principal
2. Dr.R.AlbertChristopher Dhas, Director, Satellite campus

**Strength:**

- Field work-based programme.
- Innovative curriculum with scope for PPP.
- All students get placed somewhere.

**Weakness:**

- Unable to get support from alumni students.
- Flexibility in learning process is less.
- No exclusive direct external funding support.

**Opportunity:**

- Scope for projects funding under CSR.
- Possibility of tapping alumni support.
- Organizing student training programme.

**Challenges:**

- Visibility of programme at national level.
- Learning level variations.

**Recommendations:**

- Scope to strengthen programme activities in SDG context.
- Reflect in freedom with the college policy.

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### Internal Audit Report

**Name of the Department: Psychology**

**Date: 03 Feb 2022**

**Internal Audit Members:**

1. Dr.A.JosephThatheyus, PG Head, Zoology
2. Dr.D.Lourdu Immaculate, Dean for Academic Policies & Administration

**Strength:**

- Conducting many health programmes.

**Weakness:**

- Faculty student's ratio.
- Publications attending FDP.

**Opportunity:**

- Faculty to serve as resource person in Madurai region.

**Challenges:**

- Less chances for faculty to join for Ph.D.

**Recommendations:**

- Conducting counselling sessions for our college students.
- Department wise counselling for slow learners.
- Have collaboration with social work department.

**Signature of Internal Audit Members**

1. 
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### Internal Audit Report

**Name of the Department: Visual Communication**

**Date: 04 Feb 2022**

**Internal Audit Members:**

1. Dr.C.Muthuraja, PG Head, Economics
2. Dr.M.Vathanaruba, Dean for Women students

**Strength:**

- Sound digital infrastructure and students visibility.

**Weakness:**

- Lack of full utilization of resources - faculty, students and digital infrastructure.

**Opportunity:**

- Networking with National and Global media and communication linked institution.



**Challenges:**

- Curriculum and programmes must bend with theory, lab and modelling.

**Recommendations:**

- Faculty and students of visual communication department worked together with other departments to produce a greater number of e-learning resources.
- Department have a publication division of producing short films/ documentary/ modelling.

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### Internal Audit Report

**Name of the Department:** Food science & Nutrition      **Date:** 03 Feb 2022

**Internal Audit Members:**

1. Dr.A.JosephThatheyus, PG Head, Zoology
2. Dr.D.Lourdu Immaculate, Dean for Academic Policies & Administration

**Strength:**

- Arranging field visits and internships in industries for students.

**Weakness:**

- Less number of laboratory courses.
- Not conducting alumni meet.

**Opportunity:**

- Providing more employability courses.



**Challenges:**

- Equipping students from various backgrounds.

**Recommendations:**

- Mentor-mentee system should be streamlined.
- Conducting conferences, workshops and training.

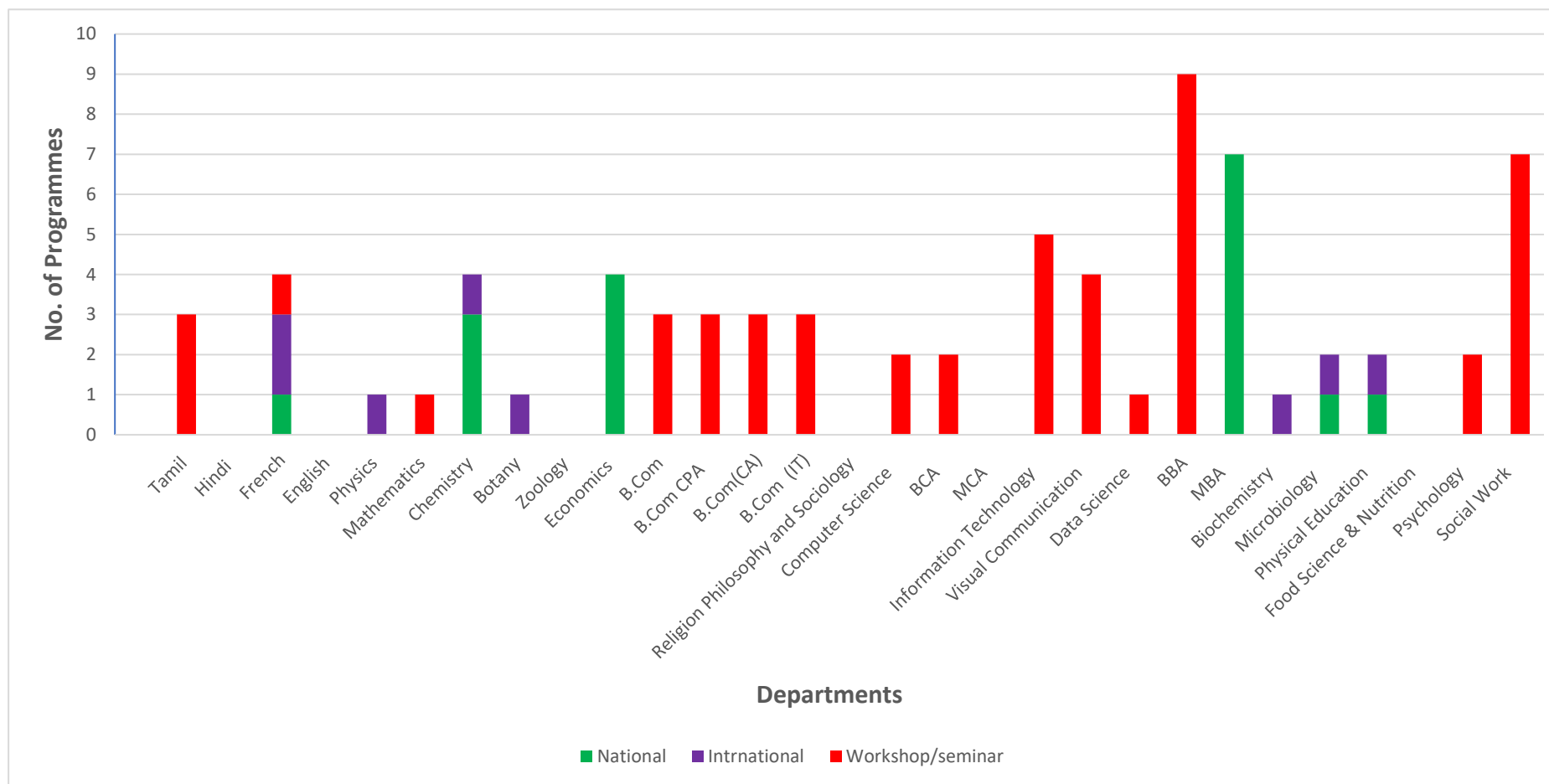
**Signature of Internal Audit Members**

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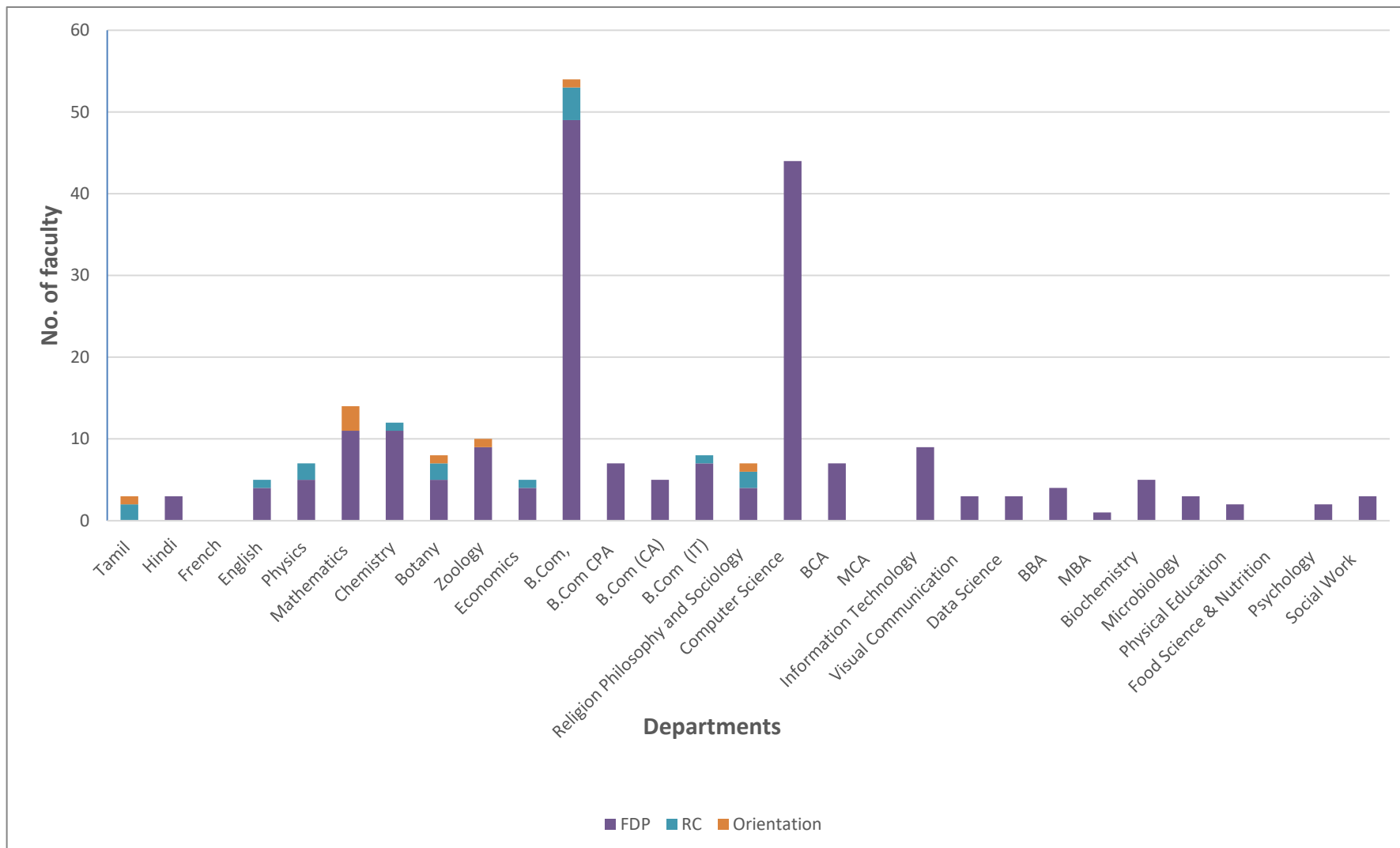


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## Conferences/ Workshops/Seminars Organised



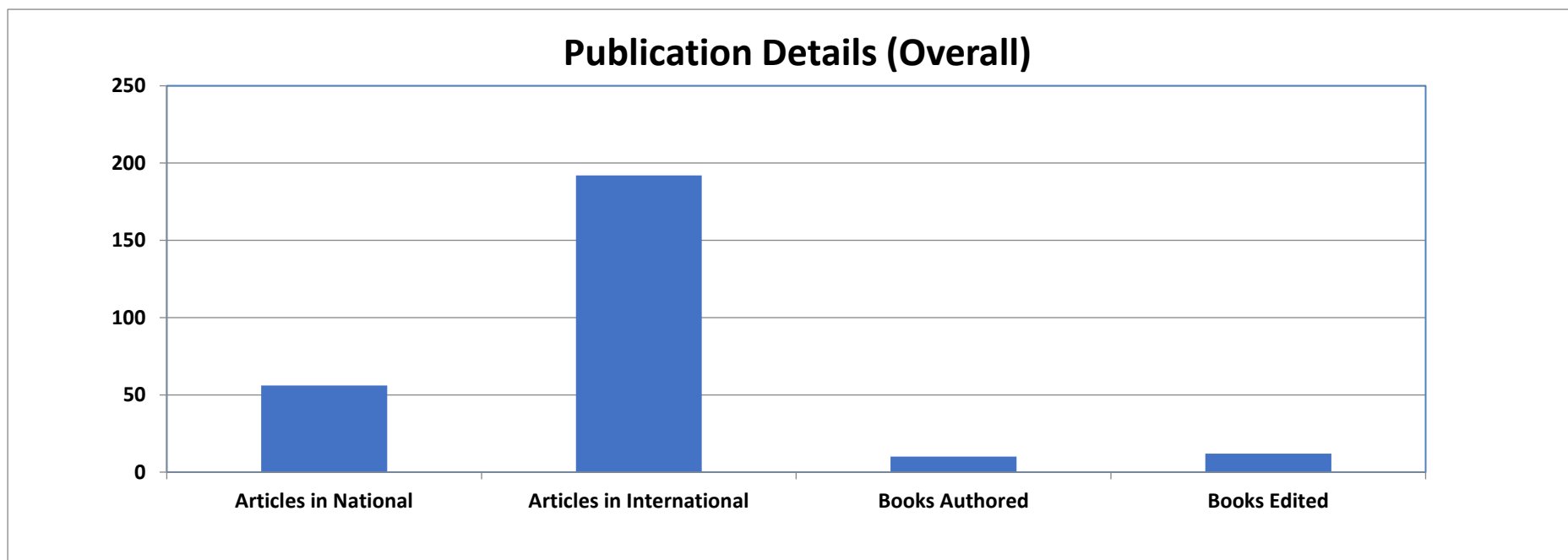
## Faculty Attended FDP, RC, OP



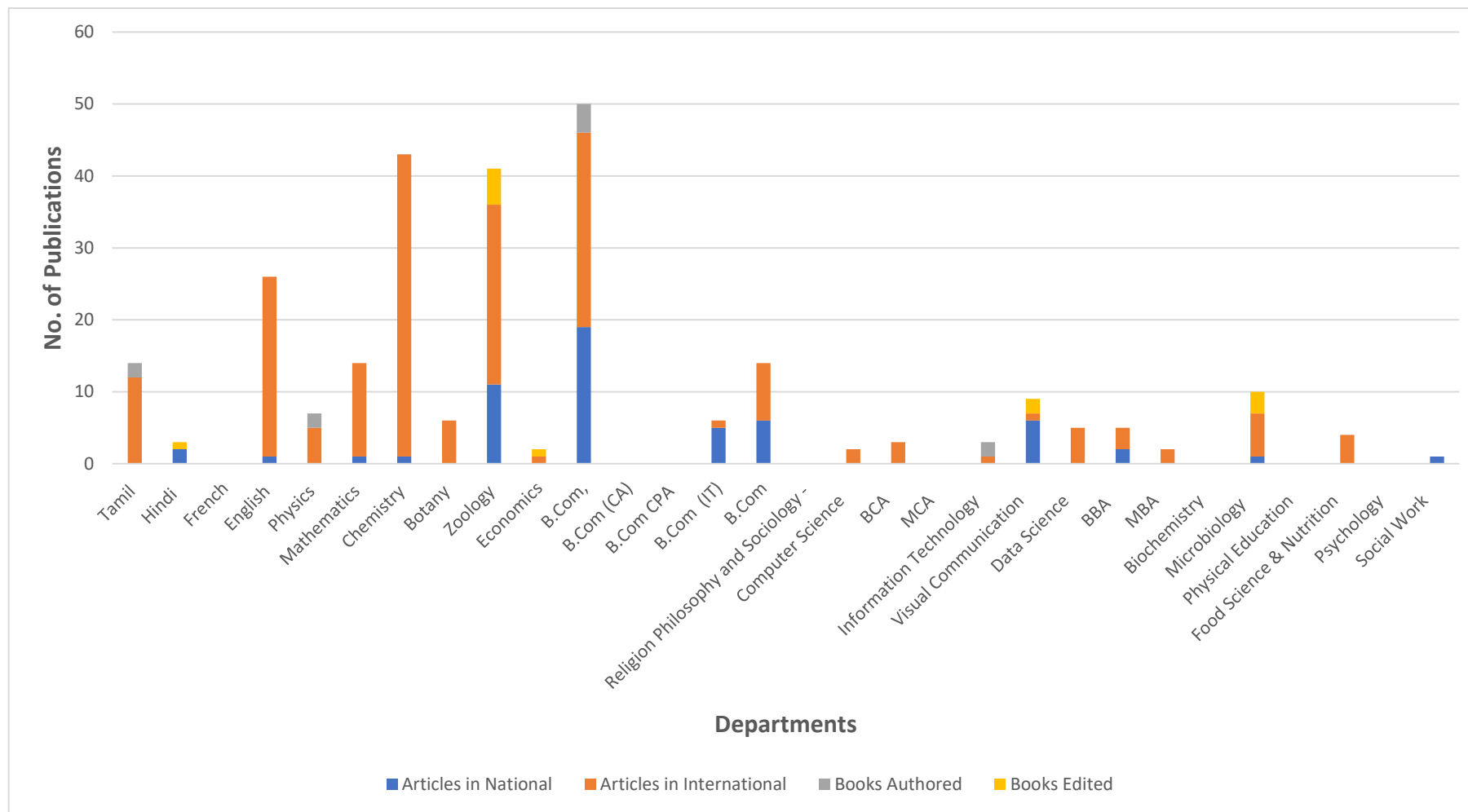


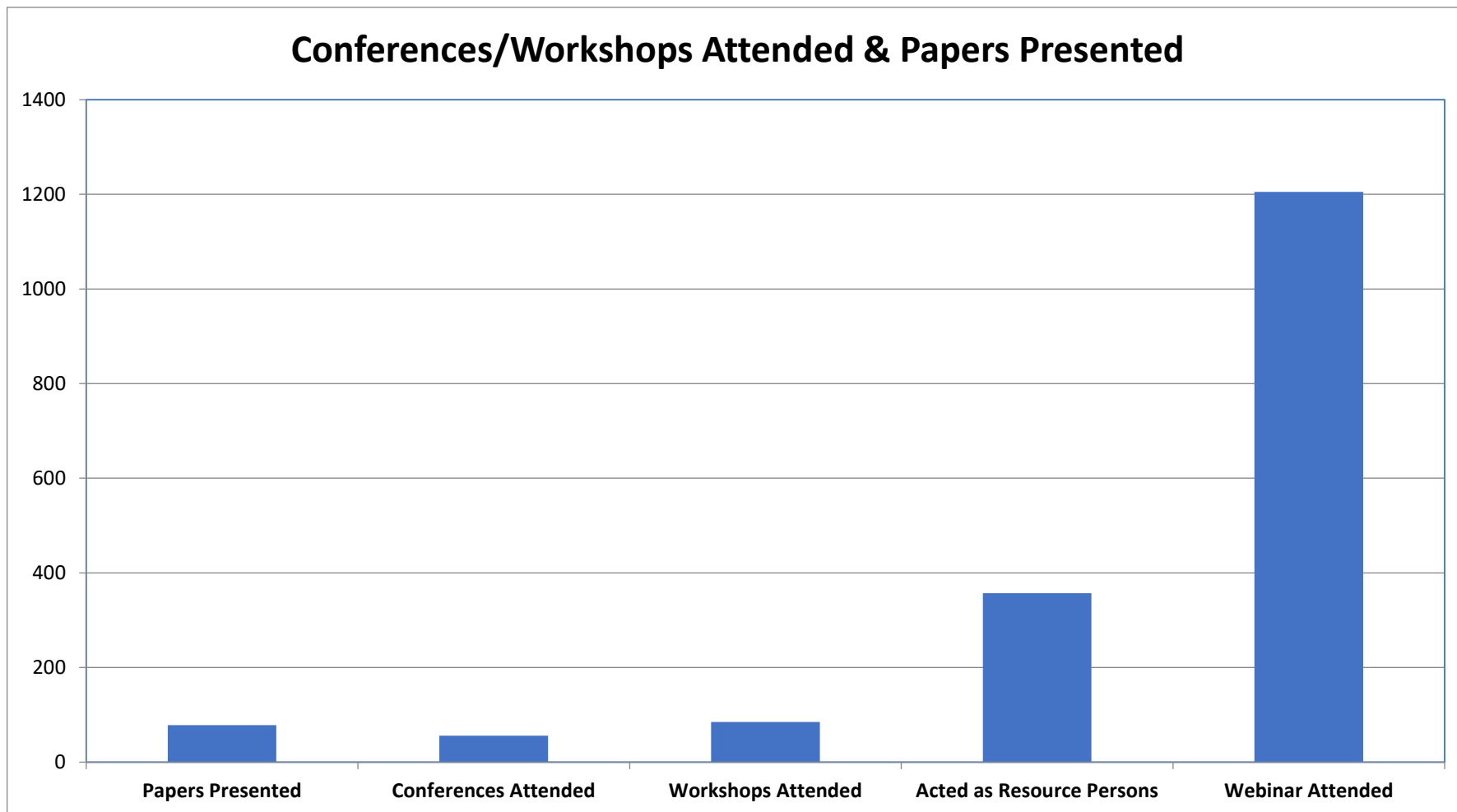


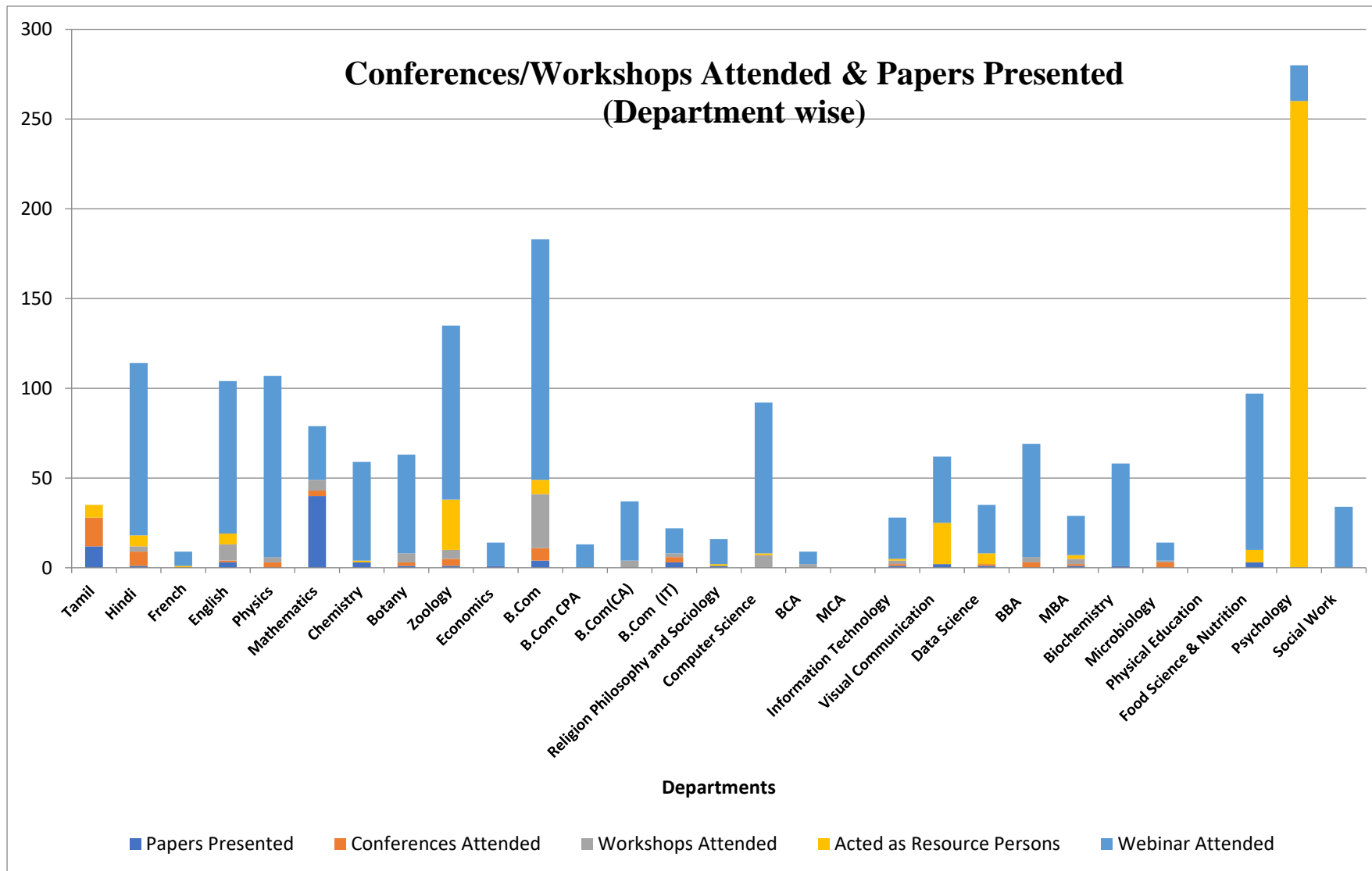
**THE AMERICAN COLLEGE, MADURAI**  
(An Autonomous Institution Affiliated to Madurai Kamaraj University)  
Re-accredited (2<sup>nd</sup> Cycle) by NAAC with Grade “A” CGPA – 3.46 on a 4 - point scale



## Publication Details (Department wise)

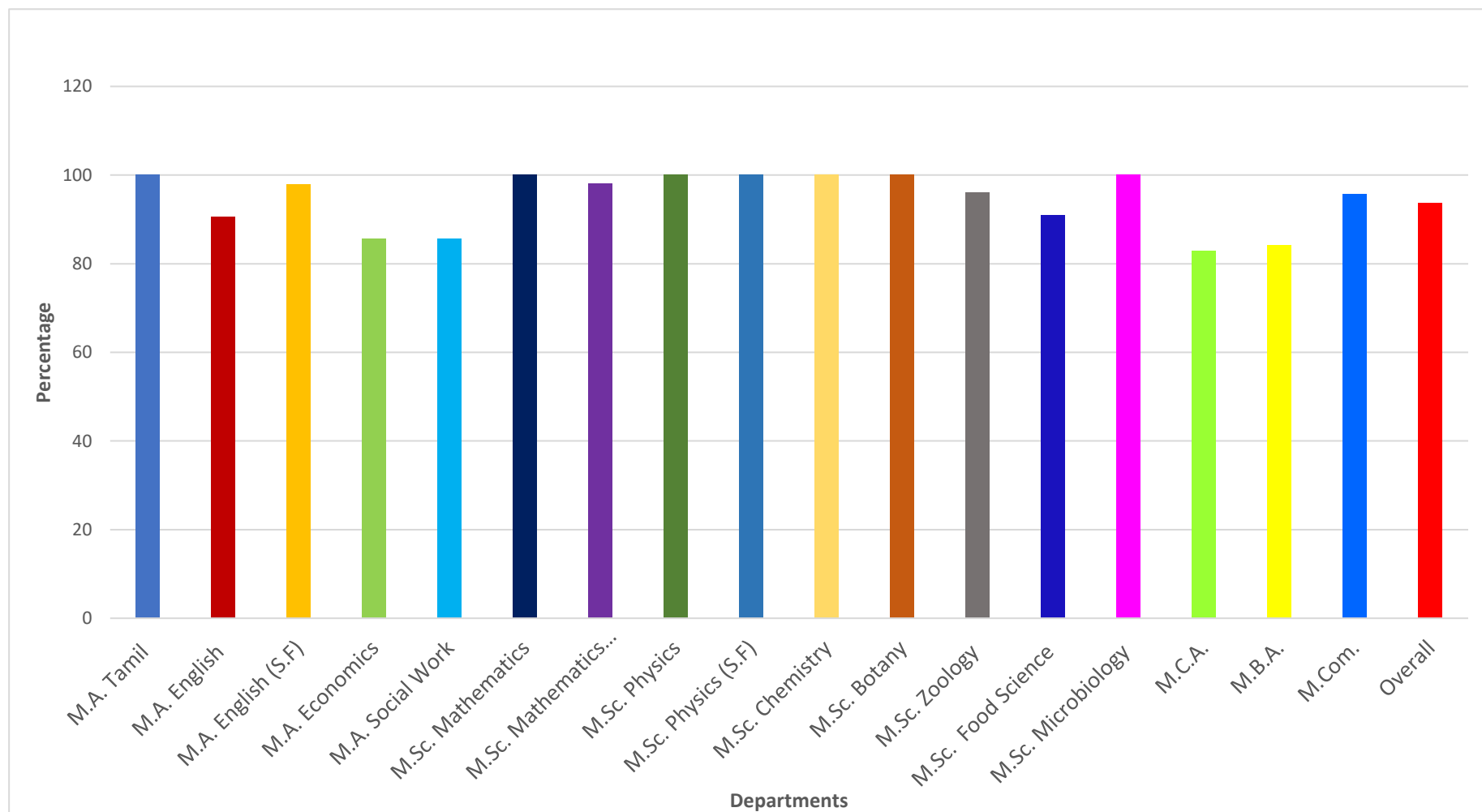




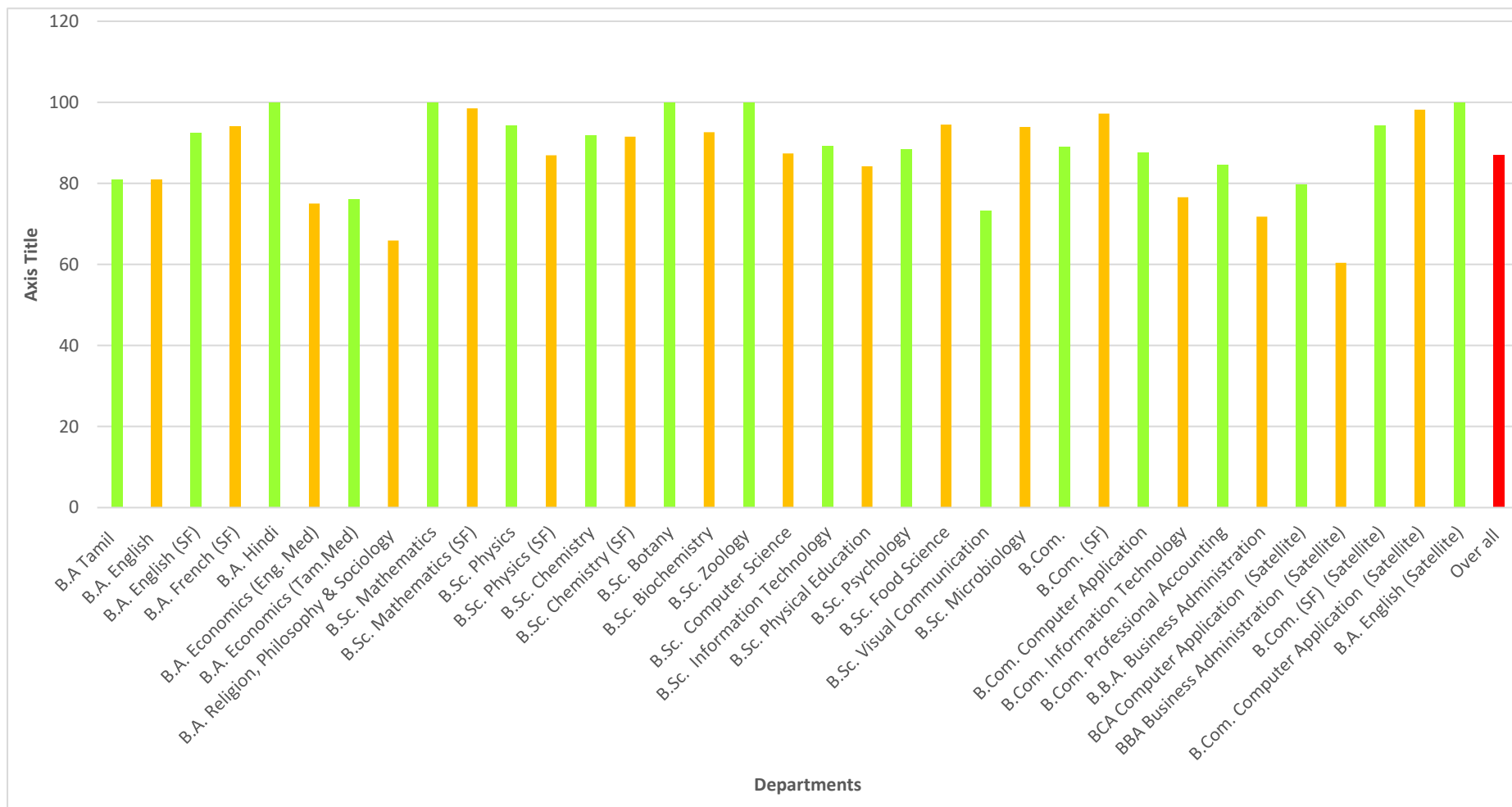


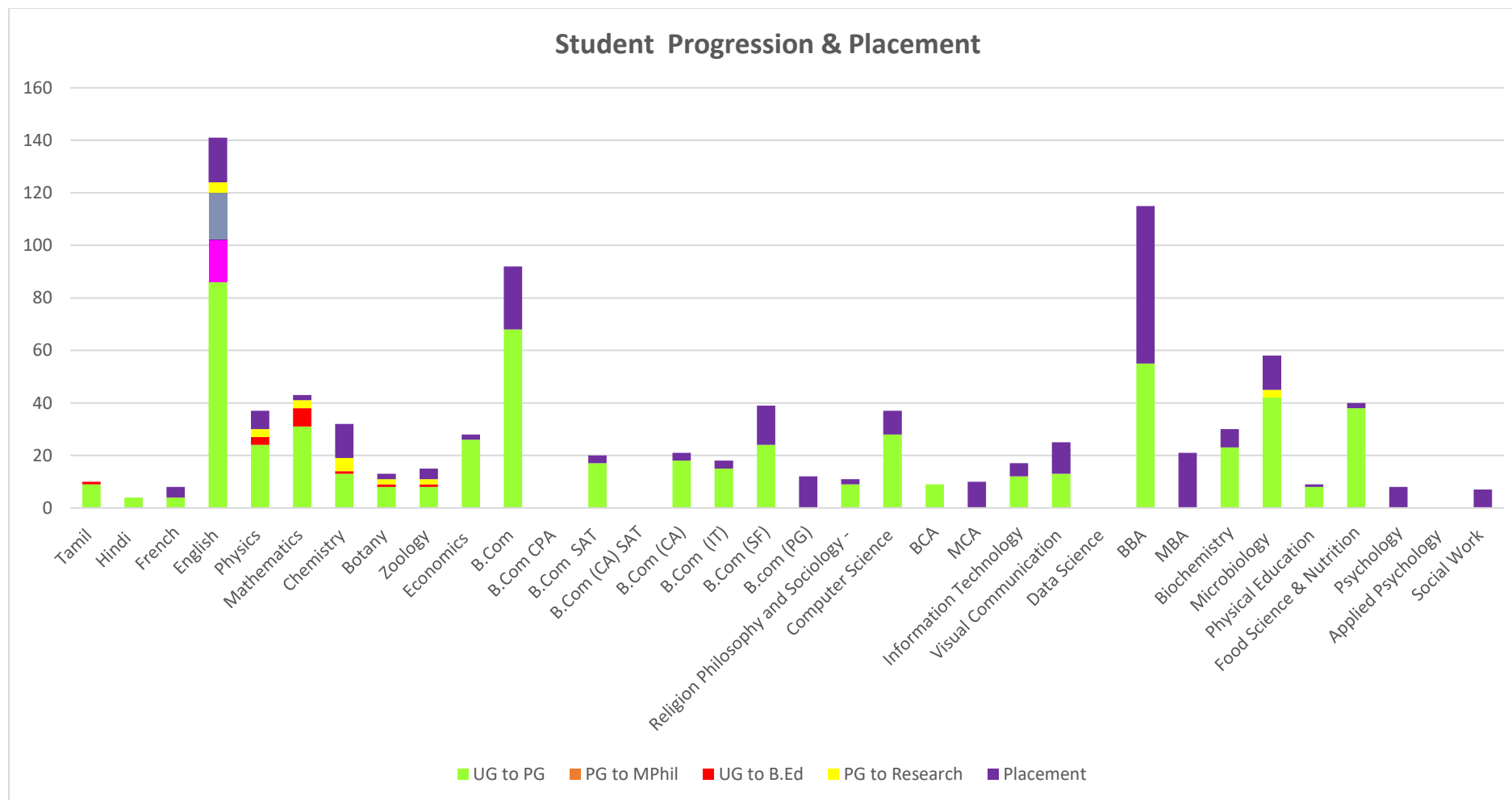


## Students Pass Percentage (PG)



## Students Pass Percentage (UG)



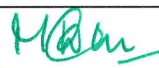




### Plan of Action on Academic and Administrative Audit

The Academic and Administrative Audit for 2020 - 2021 indicated the strength and weaknesses and also the opportunities and challenges before the college with the SWOC analysis. It also made recommendations for further improvements/developments and the college worked on the same. The following plan of action is formalised.

S.No.	Area to be Focused	Plan of Action
1.	Remedial Classes	<ul style="list-style-type: none"><li>After continuous internal assessment the respective course teacher should identify the slow learners and give up the listing to the Head of the Department.</li><li>Remedial classes will be conducted weekly twice after the regular classes.</li><li>Periodical follow up to enhance students learning capacity.</li></ul>
2.	Mentor-Mentee System	<ul style="list-style-type: none"><li>Handbook may be updated as per the requirements of the accreditation agencies.</li></ul>
3.	Collaboration and MoU	<ul style="list-style-type: none"><li>Identifying the potential of the collaborators to promote the internship.</li><li>Department should have MoU with Industry to provide placements.</li><li>Reports of events held as part of MoU should be kept.</li></ul>
4.	Research and Innovation	<ul style="list-style-type: none"><li>SWOC analysis will be done to overcome the research barriers among faculty and scholars.</li><li>Challenges faced by faculty involved in research will be sought from the departments every three months.</li><li>Gaps identified will be rectified with an expert team of scientists from funding agencies/ internal research mentors regarding writing, finding proposals, publications etc.</li><li>Research publications in SCOPUS/Web of Science and UGC listed journals should be increased.</li></ul>
5.	Placement	<ul style="list-style-type: none"><li>The placement cell should create a calendar for the academic year in collaboration with the Career Guidance committee.</li></ul>
6.	Alumni	<ul style="list-style-type: none"><li>Department wise meetings have to be conducted once in a semester (preferably August and March) and should be documented.</li><li>Establish a close linkage with alumni to support student placement, infrastructure and motivation.</li><li>Set up a close association with Alumni chapter.</li></ul>

  
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