



REPORT OF THE ACADEMIC & ADMINISTRATIVE AUDIT (AAA)

FOR THE YEAR 2018-'19

OF

**MAR ATHANASIOS COLLEGE FOR ADVANCED STUDIES
TIRUVALLA
(MACFAST)**

DATE: 16th May, 2019

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Schedule for Academic & Administrative Audit

Time	Schedule	Venue
10.00 AM	Introductory Meeting	Principal's Office
10.30 AM	Meeting with faculty members	Room No.202
11.15AM – 12.55PM: Department Visits		
11.15 AM	Department of Management Studies (MBA)	Room No. 204 MBA Faculty Room
11.40 AM	Department of Computer Applications (MCA)	Room No. 103 MCA Faculty Room
12.15 PM	School of Biosciences (M.Sc)	Bioscience Campus
1.00 PM- Lunch		
1.50 PM	Meeting with Students	Auditorium
2.40 PM	Meeting with Support Staff	Conference Hall
3.25 PM - Visit to Placement Office, IQAC Office, Library, Journal Room, Computer Lab		
4.00 PM	Meeting among the Experts	Board Room
4.30 PM	Meeting with Principal, IQAC Coordinator, Directors, Deans & HoDs	Board Room

1. INTRODUCTION

Mar Athanasios College For Advanced Studies Tiruvalla (MACFAST) is a premier post graduate research institute, established in 2001 with the objective of moulding eminent professionals over the years to confront the challenging demands of the corporate world and the world of science & technology. MACFAST is affiliated to Mahatma Gandhi University, Kottayam and approved by All India Council for Technical Education (AICTE), New Delhi. The college is owned and managed by the Corporate Educational Agency of the Catholic Archdiocese of Tiruvalla, founded by His Grace Dr. Geevarghese Mar Timotheos, (Former Metropolitan Archbishop of the Malankara Catholic Archdiocese of Tiruvalla). As visualized by its founders, the college has grown steadily over the years with nine postgraduate courses in Management, Computer Science & Biosciences and positioned its identity as a multidisciplinary institution in the higher education segment of the state. Within a very short span of its existence, MACFAST has emerged as a trendsetter in education and has turned into a benchmark for others to emulate with its unparalleled hallmark of academic brilliance and social commitment. The college is located in Tiruvalla, an active commercial township in the Central Travancore region of Kerala. The two adjacent campuses together bring an idyllic character in shape and the atmosphere around pitches an ambience of solitude, inevitable for intellectual pursuance. The acronym of Mar Athanasios College For Advanced Studies Tiruvalla – MACFAST is also interpreted as: “Moulding Attitude with Commitment for Futuristic Action towards Sustainable Transformation”. The best faculty members combined with the state-of-the art infrastructure enable the optimal progression of the students through scientific temper and dedication towards excellence. A research journal titled Journal of Science, Technology and Management (JSTM), has also been initiated in 2008. MACFAST owns an on-campus Community Radio Station. Radio MACFAST 90.4 is a prime oncampus Community Radio in the state and 46th in the country. The college has reached yet another acme by decorating a position of first solar powered campus in Kerala. The continuous zeal for academic excellence and social commitment has led to the accreditation of MACFAST with CGPA of 3.08 on four-point scale at ‘A’ Grade by the National Assessment and Accreditation Council (NAAC) in 2016. The college is an ISO 9001:2015 certified institution. In the year 2018, the college got recognized by Department of Scientific and Industrial Research (DSIR) Govt. of India for the contributions in the field of research, publications and projects. MACFAST also promotes academic and cultural interchange in the areas of exchange, teaching, research, transfer and other activities with Government, semi-government, national and international institutions. The college has signed MoUs with CSIR–CFTRI Govt. of India, ICAR-

CIFT Govt. of India. The college also ensures creditable academic performance, in the form of 100 percentage results.

Audit Committee

In June 2018, MACFAST College constituted a committee to conduct an Academic & Administrative Audit of the College.

The Committee is comprised of the following members:

Dr. Jijimon K Thomas
IQAC Coordinator
HoD, Department of Physics
Mar Ivanios College, Trivandrum

Fr. Dr. Giji Thomas
Dean of Studies
Mar Ivanios College, Trivandrum
UGC Peer Team Member

Fr. Dr. Cherian J Kottayil
Principal, MACFAST

Prof. Varghese Abraham
Administrator, MACFAST

Dr. Sudeep B Chandramana
Associate Professor & HoD
Department of Management Studies, MACFAST

Mr. Tiji Thomas
Associate Professor & HoD
Department of Computer Applications, MACFAST

Dr. Jenny Jacob
Assistant Professor
School of Biosciences, MACFAST

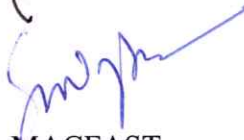

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2. OBJECTIVE & SCOPE OF THE AUDIT

The objectives of the Academic & Administrative Audit:

- ✓ To assess the academic performance of the faculty members and department as a whole.
- ✓ To identify the strengths and limitations of the department.
- ✓ To conduct quality checks on different activities undertaken in all departments of the College to meet expected outcomes.
- ✓ To promote adoption of best practices.

Scope:

- ✓ Methodology of teaching and learning conducted for the different courses run by the college.
- ✓ Process of conduct of examination and evaluation system
- ✓ Activities of the Internal Quality Assurance Cell (IQAC)
- ✓ Facilities of the College & Functioning of laboratories
- ✓ Outreach Programmes conducted by the College
- ✓ Alumni contributions to the College
- ✓ The quality and quantity of research outcomes
- ✓ Conduct of student support activities

3. AUDIT PROCESS

- ✓ Each Department will prepare a Self-Evaluation Document (SED) and submit it to IQAC
- ✓ The Audit team will visit and conduct onsite evaluation through check of documents and interaction with stakeholders.
- ✓ The audit report will be prepared on the basis of SED, Annual Quality Assurance Report AQAR of the institution, Feedback from stakeholders, Visits to Departments and Presentation of Achievements by the Departments

4. METHODOLOGY

A presentation was made by the Principal which gave a broad profile of the activities and facilities of the college at the meeting held with IQAC Coordinator, Deans, Directors, HoDs, Examination Controllers and other officials. The new activities and facilities introduced during the year 2018-'19 was mentioned along with the plan of action for the next academic year.

The Audit Team began the visit at 10.00am on 16th May, 2019 and interacted with faculty members, students and supporting staffs to acquire relevant information. The team visited each department, Library, Laboratories, Placement, IQAC office and checked the documents mentioned in the Self Evaluation Document (SED). Based on the information/data gathered from the available documents and the interactions, the Audit Committee has made a sincere endeavour to put forward certain views, observations and recommendations in the body of this report with expectations that these recommendations, when implemented, will best serve the interest of the College as intended.

5. BRIEF PROFILE OF THE COLLEGE

Establishment:

The college was established in 2001. The college is affiliated to Mahatma Gandhi University, Kottayam and approved by All India Council for Technical Education (AICTE), New Delhi. Within a very short span of its existence, MACFAST has emerged as a trendsetter in education and has turned into a benchmark for others to emulate with its unparalleled hallmark of academic brilliance and social commitment.

Vision:

To attain the level of excellence at par with top international institutions so as to become a trendsetter in education.

Mission:

To transform young people and mould them into value-driven, culturally enriched and professionally competent change agents who would significantly contribute to improving their immediate community, the state, the country and the world at large.

Funded Projects:

- Cyber Law and Security Awareness Programme for the Students of Schools and Colleges in Kerala funded by KSCSTE under Science Popularization Scheme (Amount Rs: 2,00,000)
- Orientation Programme on Advances and Avenues in science for school students funded by KSCSTE under Science Popularization Scheme (Amount Rs: 2,00,000)
- Establishment of a herbal garden and a nursery at Mar Athanasios College For Advanced Studies Tiruvalla funded by National Medicinal Plants Board under Central Sector Scheme (Amount Rs. 2,50,000)

Quality improvement strategies

The below mentioned are quality improvement strategies adopted by the college for:

- **Curriculum Development**

Although the curriculum is designed by the affiliating university, college has been following the methods for developing the curriculum by incorporating latest development in the concerned subjects. Implementation of the curriculum is done through preparation of a detailed academic plan for each year. Industry interaction programs are organized to bridge the gaps in the syllabi.

- **Teaching and Learning**

The college is following the practice of encouraging the participatory method of teaching and learning process using ICT enabled facilities. Students are encouraged to work beyond the syllabus and are expected to submit assignments, participate in seminars, analyse case studies and undertake mini projects. The college has an online feedback system for evaluating the effectiveness of the teaching learning process adopted.

- **Examination and Evaluation**

The evaluation process is monitored by the IQAC so as to ensure that the entire process is unbiased and transparent.

- **Research and Development**

The college has constituted a Research Forum consisting of research guides, research scholars and students. Financial assistance to the faculty members for attending FDP's, seminars, conferences and workshops etc... are provided by the institution.

- **Library, ICT and physical infrastructure / instrumentation**

The college has upgraded the software and installed high speed lease lines. As our extension to the physical infrastructure parking area is provided in adjacent campus.

- **Industry Interaction / Collaboration**

MACFAST Industry Interface (MII), Industrial Visits, and Entrepreneurial Development programme etc... are scheduled for providing exposure to the student.

Academic Council:

President & Patron: H. G. Dr. THOMAS MAR KOORILOS
Archbishop of Tiruvalla

Chairman: Rev. Dr. S. IGNACIMUTHU, S. J.
Director, Entomology Research Institute Loyola College, Chennai
Former Vice-Chancellor, University of Madras
Former Vice-Chancellor, Bharathiar University

Member Secretary: Fr. Dr. CHERIAN J. KOTTAYIL
Principal cum Director- MACFAST
Chairman- Radio MACFAST

Members:

Rev. Fr. CHERIAN THAZHAMON
Vicar General, Archdiocese of Tiruvalla

PADMA VIBHUSHAN Dr. G. MADHAVAN NAIR
Former Chairman, ISRO.

PADMASHRI. Dr. P. PUSHANGADAN
Former Director of the Tropical Botanical Garden and Research Institute (TBGRI) in Kerala.
Former Director of the National Botanical Research Institute (NBRI), Lucknow

Dr. NAGABHUSHAN P.
Director IIIT, Allahabad
Professor and Director Department of Studies in Computer Science, University of Mysore.

Dr. ASHOK PANDEY
Fellow of the Indian Chemical Society (FICS)
Former Deputy Director, CSIR (Council of Scientific and Industrial Research) – NIIST
(National Institute for Interdisciplinary Science and Technology), Thiruvananthapuram

Dr. SABU THOMAS
Pro Vice-Chancellor, M. G University, Kottayam

Prof. (Dr) RAMASWAMY S
Professor, Weldon School of Biomedical Engineering
Director, Bindley Bioscience Center Purdue University
Dean, Institute of stem cell biology and regenerative medicine (inStem), Bangalore.

Founding CEO of Center for Cellular and molecular platforms (C-CAMP),
Bangalore- Biocluster

Dr. M. D. NAIR

Former Vice- President, SPIC (Southern Petrochemical Industries Corporation) Chennai

Prof. Dr. N. JAYASANKARAN

Advisor VITBS VIT University

Former Vice-Chancellor

Former Director-General, Bharathidasan Institute of Management, Trichy

Dr. A. M. MICHAEL

Former Vice-Chancellor of Kerala Agricultural University,

Former Director, IARI (Indian Agricultural Research Institute) - New Delhi

Dr. SHAKUNTALA KATRE

Former Chairman of the Department of Zoology,

Dean of Science and Registrar (Administration & Evaluation) of the Bangalore University,
Bengaluru, India.

Rev. Fr. N. CASIMIR RAJ S. J.

Former Director Xavier Labour Relations Institute (XLRI) Jamshedpur

Former Director Loyola Institute of Business Administration (LIBA), Chennai

Dr. K. M. ABRAHAM IAS

Former Chief Secretary, Govt. of Kerala.

Dr. K. POULOSE JACOB

Former Pro-Vice-Chancellor of Cochin University of Science and Technology

Dr. ALEXANDER JACOB IPS (Rtd.)

Nodal Officer of National University for Police Sciences and Security Studies (NUPSAS)

Former Director General of Police, Kerala

Dr. JOSE PAUL

Member, Executive Council, Indian Maritime University, Chennai.

Former Chairman-Port Trust, Goa.

Dr. K.R SUKUMARAN NAIR

NAAC Coordinator

Prof. VARGHESE ABRAHAM

Administrator, MACFAST.

Dr. M. S. SAMUEL

Director, Department of Computer Applications MACFAST

Dr. JEEMON JOSEPH

Director, Department of Management Studies MACFAST

Ms. BEENA CHERIAN

Dean, School of Biosciences, MACFAST

Mr. TIJI THOMAS

HoD, Department of Computer Applications. MACFAST

Dr. SUDEEP B. CHANDRAMANA

HoD, Department of Management Studies. MACFAST

Mr. BIJU DHARMAPALAN

HoD, School of Biosciences. MACFAST

Reaching Out

The college encourages student participation in International & National seminars, conferences, workshops, intercollegiate fests, curricular, co-curricular and extra-curricular activities. The college also motivates students to participate in socially responsible activities and outreach programmes. Through NSS, students and faculty members have lent their helping hands to the society. Publication of the college journal provides an opportunity for the students to understand the changing technologies

6. OBSERVATIONS

Observations based on the documents provided by the College authorities and meeting with the different stakeholders of the College are given below.

6.1 Courses

The college offers 9 Post Graduate Programmes listed in Table 1. The number of students and faculty members in different departments are shown in Table 2 & 3

Table 1: Programmes in the College

Stream	Programme	Total
MBA	MBA	1
MCA	MCA Regular	2
	MCA Lateral	
M.Sc	M.Sc. Bioinformatics	6
	M.Sc Biochemistry	
	M.Sc Food Technology & Quality Assurance	
	M.Sc Plant Biotechnology	
	M.Sc Biotechnology	
M.Sc Phytomedical Science & Technology		
	Total	9

Table 2: Total Students in 2018-19

Sl. No	Name of Program	Sanctioned Strength	Intake
1	MBA	120	113
2	MCA Regular	60	18
3	MCA Lateral Entry	96	72
4	MSc. Bioinformatics	20	10
5	MSc. Plant Biotechnology	20	08
6	MSc. Food Technology and Quality Assurance	30	30
7	MSc. Biochemistry	20	18
8	MSc. Phyto medical Science and Technology	20	06
9	MSc. Biotechnology	12	09

Table 3: Total Teaching Faculty in 2018-19

Sl. No	Department	Prof	Asso. Prof	Asst. Prof	Guest / Visiting	Temporary	Total
1	Department of Management Studies	0	10	8	2	0	20
2	Department of Computer Applications	1	4	12	1	0	18
3	School of Biosciences	0	1	13	3	0	17

6.2 Students:

A meeting was conducted with the students to know their suggestions, opinions and grievances. The students are satisfied with the curriculum delivery, infrastructure, facilities etc., But to improve more, some suggestions and opinions were put forward by the students.

The suggestions to improve the student satisfaction are as follows:

- Change in college timing - Students communicated the inconvenience in reaching college by 8.30am
- Quality of food in the Canteen needs improvement

- Transportation facilities should be extended
- Improve Parking Area Facilities for students
- Gym facility and play area for Girls Hostel inmates should be improved
- More Internships should be arranged for students
- Provide Common Study Rooms for Hostellers
- Arrange campus recruitment drives for Bioscience Students
- Provide classrooms in Bioscience Campus to accommodate the total strength of a class
- Conduct more Aptitude sessions for MCA final year students
- Provide sufficient chairs in lobby
- Provide more Add-on courses for MBA
- Arrange placements for MBA specializations
- Maintain proper sanitary napkin disposal dustbins
- Alumni Interactions required Provide professional communication classes to understand the skills required to communicate in a professional manner
- Offer more soft-skill classes

6.3 Teaching Staff

Meeting with the teaching staffs was conducted. Below listed are the observations and suggestions to improve satisfaction of teaching staffs:

- Faculty orientation should be provided
- Require more ICT enabled classrooms
- Salary perks are less
- Computer Lab facility should be improved
- HR policy should be maintained properly
- Workload should be assessed
- Maintain separate body for conducting examination
- Welfare measures should be improved
- Maintain separate yoga centre for students
- Improve start-up facility
- Provide more opportunities for industry connect

6.4 Support Staff

The support staffs are generally very happy with the College Administration.

- Orientation and motivation programmes are necessary
- Concentrate on administration

6.5 Facilities

Facility	Observations
Examination Cell	<ul style="list-style-type: none">• Examination Cell is maintained properly.• The documentation of all the examinations should be proper.
Library	<ul style="list-style-type: none">• The Library has the most modern and excellent reading room facilities with good collection of books, journals etc.,• The book bank facility for the students is definitely a praiseworthy effort of the college authority.• There should be a feedback mechanism so that students may share their views and requirements freely.
Placement Cell	<ul style="list-style-type: none">• The functioning of the Placement Cell is satisfactory.• Recommended to concentrate on recruitment of M.Sc and MBA specializations.
IQAC	<ul style="list-style-type: none">• The IQAC conducts its tasks efficiently.• The work would be easier if each activity is documented based on the criterion requirement.
Smart Classrooms	<ul style="list-style-type: none">• More smart classrooms are necessary to make the learning interesting and effective.
Bioscience Laboratories	<ul style="list-style-type: none">• The functioning of Bioscience Laboratories is satisfactory.

Hostels	<ul style="list-style-type: none"> • The working of both hostels (men & women) are satisfactory.
Sports Facilities	<ul style="list-style-type: none"> • Sports Day must be celebrated annually and the sports equipments should be maintained properly in the college.
Computer Lab	<ul style="list-style-type: none"> • Revamping of computer lab with latest technologies would help out the students of all streams.
Academic Council	<ul style="list-style-type: none"> • One meeting per academic year is conducted. • Core Committee takes day-to day decisions. The decisions are ratified in Academic Council.

6.6 Alumni and Parents

The following observations were made after going through the feedbacks received from alumni and parents:

- The Alumni and Parents are extremely happy with the quality of education imparted.
- The Alumni suggested that they could help in the Placement of study on a global basis.

7. ACADEMIC AUDIT ASSESSMENT CHART

Rating System:

1-Poor 2-Fair 3-Average 4-Good 5-Excellent

College Specific Assessments

Key Aspects	Rating	Auditor's Remark (if any)
Compliance to the Academic Calendar	Excellent(5)	
Facility for co-curricular activities of students	Excellent(5)	
Functioning of students' grievances	Excellent(5)	
Functioning of Academic Discipline and Welfare Committee	Good(4)	Documentation should be maintained properly
Information on progress of students to their parents	Excellent(5)	
Student feedback on co-curricular and extra-curricular activities	Good(4)	Encourage more co-curricular and extra-curricular activities. Maintain student activity record
Average student to faculty ratio index	Excellent(5)	
Placement Activities	Good(4)	Concentrate on placements for M.Sc students
Entrepreneurship Development Activities	Average(3)	Provide opportunities to develop entrepreneurship culture
Feedback from stakeholders	Excellent(5)	
Facility for extra-curricular and cocurricular activities	Good(4)	Improve facilities for sports
Mentoring and Counselling	Excellent(5)	

DEPARTMENT OF MANAGEMENT STUDIES

Key Aspects	Rating	Auditor's Remark (if any)
Functioning of class	Excellent(5)	Classes are functioning effectively
Attendance of Students	Excellent(5)	
Quantity and Quality of Assignments / Mini Projects / Seminars etc.,	Excellent(5)	Documentation should be maintained
Conduct of Remedial / Bridge Classes	Good(4)	Provide more remedial classes
Syllabus coverage as per course plan	Excellent(5)	More than 95% of the syllabus covered
Use of ICT enabled teaching	Good(4)	ICT enabled teaching should be encouraged
Availability of learning materials and software for student learning	Excellent(5)	
Conduct of internal examination	Excellent(5)	
Quality of question papers of internal examination	Excellent(5)	
Evaluation of internal examination	Excellent(5)	
Conduct of Practical Classes	Not Relevant	
Syllabus coverage of practical courses	Not Relevant	
Evaluation of students' performance in practical classes	Not Relevant	
Conduct of Re-tests	Excellent(5)	
Faculty evaluation by students	Excellent(5)	
Conduct of industry interaction, alumni interaction, expert talks for students	Good(4)	Organize alumni interactions
Participation in extracurricular activities	Excellent(5)	

Student feedback on curriculum coverage	Excellent(5)	
Placements	Good(4)	Provide aptitude trainings

DEPARTMENT OF COMPUTER APPLICATIONS

Key Aspects	Rating	Auditor's Remark (if any)
Functioning of class	Excellent(5)	Classes are functioning properly
Attendance of Students	Excellent(5)	
Quantity and Quality of Assignments / Mini Projects / Seminars etc.,	Good(4)	Concentrate more on the quality of student projects
Conduct of Remedial / Bridge Classes	Good(4)	Conduct remedial classes regularly
Syllabus coverage as per course plan	Excellent(5)	More than 95% of the syllabus covered
Use of ICT enabled teaching	Good(4)	ICT enabled teaching should be encouraged
Availability of learning materials and software for student learning	Excellent(5)	
Conduct of internal examination	Excellent(5)	
Quality of question papers of internal examination	Excellent(5)	
Evaluation of internal examination	Excellent(5)	
Conduct of Practical Classes	Good(4)	Provide more sessions to improve practical knowledge
Syllabus coverage of practical courses	Excellent(5)	
Evaluation of students' performance in practical classes	Good(4)	
Conduct of Re-tests	Good(4)	Conduct re-tests to improve learning
Faculty evaluation by students	Excellent(5)	
Conduct of industry interaction, alumni interaction, expert talks for students	Good(4)	Organize alumni interactions
Participation in extracurricular activities	Excellent(5)	

Student feedback on curriculum coverage	Excellent(5)	
Placements	Good(4)	Provide aptitude trainings

SCHOOL OF BIOSCIENCES

Key Aspects	Rating	Auditor's Remark (if any)
Functioning of class	Excellent(5)	Classes are functioning properly
Attendance of Students	Excellent(5)	
Quantity and Quality of Assignments / Mini Projects / Seminars etc.,	Excellent(5)	
Conduct of Remedial / Bridge Classes	Good(4)	Remedial classes should be provided for slow learners
Syllabus coverage as per course plan	Excellent(5)	More than 95% of the syllabus covered
Use of ICT enabled teaching	Good(4)	ICT enabled teaching should be encouraged
Availability of learning materials and software for student learning	Excellent(5)	
Conduct of internal examination	Excellent(5)	
Quality of question papers of internal examination	Excellent(5)	
Evaluation of internal examination	Excellent(5)	
Conduct of Practical Classes	Good(4)	More practical sessions should be provided
Syllabus coverage of practical courses	Excellent(5)	
Evaluation of students' performance in practical classes	Good(4)	Documentation required
Conduct of Re-tests	Excellent(5)	
Faculty evaluation by students	Excellent(5)	
Conduct of industry interaction, alumni interaction, expert talks for students	Good(4)	Provide opportunities for students to interact with alumni
Participation in extracurricular activities	Good(4)	

Student feedback on curriculum coverage	Excellent(5)	
Placements	Average(3)	Placement opportunities should be provided for M.Sc students

8. ADMINISTRATIVE AUDIT ASSESSMENT CHART

Section	Items	Observation	Remark (if any)
Accounts	Budget & Other Financial Matters	Salary Bills & Income Tax papers documented. Financial audits were done.	Better e-payment should be established.
General Administration	Stores	Records maintained properly.	
	Admissions	Admission related documents maintained.	
	IT facilities	Documents are maintained.	Revamping of Computer Lab is suggested.
	Library	Modern and excellent reading room facilities with good collection of books, journals etc.,	Feedback mechanism should be established.
	Sports	Sports equipments are not available.	Sports equipments should be maintained properly in the college. Gymnasium should be maintained properly.
	Staff Affairs	Leave management is proper.	ERP system should be utilized effectively.
	Hostel	Hostel facilities are satisfactory.	

9. VIEWS OF THE COLLEGE AUTHORITY

- Contrary to students' grievances, data shows additional transportation facility will be provided soon.
- The college timing cannot be changed as additional news reading sessions as a part of communication are provided regularly to make the students efficient.
- Study rooms are available in hostels.

10. SWOC ANALYSIS

STRENGTHS

1. Expert guidance of eminent members of Governing Board and Academic Council.
2. The college has been NAAC Accredited with 'A' grade.
3. State-of-the-art infrastructure facilities.
4. ICT enabled teaching, learning and administration.
5. Focus on outcome-based research activities.
6. Excellent institutional commitment for social responsibility.
7. Higher percentage of the faculty is highly experienced and who also seriously engage in research along with teaching.
8. Functional MoUs with eminent institutions.
9. Beneficial linkage with corporate sector for internship and placements of students.
10. Effective collaboration for social responsibility programmes with the Kerala Police and Government agencies like District Collectorate Pathanamthitta and Municipality Thiruvalla.
11. Quality hour in every week to welcome new ideas from faculty members and students.
12. The college got recognized by DSIR which showcases the culture of research and innovation.
13. College is blessed with the multifaceted and dedicated faculties who volunteer to shoulder additional responsibilities that support administration of the college

WEAKNESSES

1. Inadequate financial support from Funding agencies.
2. Lack of academic autonomy.
3. Limited access to online and digital learning platforms.
4. Lack of appropriate software to check the degree of plagiarism.
5. Lack of publications in scopus indexed journals, UGC care list journals, etc

OPPORTUNITIES

1. Potential to tap NRI support for integrated development of the institution.
2. Scope for adopting to fast-moving technologies.
3. Potential for establishing strategic relationship with reputed institutions.
4. Possible to provide consultancy services.
5. The students and faculty members of the Department of Computer Applications can involve in the development of software required for college and society.
6. Scope for offering training sessions and coaching for competitive examinations.
7. School of Biosciences can introduce new projects and products.

CHALLENGES

1. Mushrooming of too many institutions offering professional academic programs at low fees especially MBA and MCA.
2. Slow rate of growth of industrial sector in Kerala.

11. SUGGESTIONS FROM ACADEMIC & ADMINISTRATIVE AUDIT COMMITTEE

- Encourage students to enrol in NPTEL programmes.
- The audit committee observed the status of ERP development. Involvement of the students from the Department of Computer Applications is suggested.
- Promote consultancy services and extension activities.
- The college can provide more sessions on aptitude and communication apart from the syllabus provided by the University to prepare the students for placement drives. Placement Cell must seriously make attempt towards training as well.
- Improve IT Infrastructure which is a need of the hour.
- Providing opportunity to the faculty members in a department for doing the presentation during academic audit will be appreciated.
- Faculty members should be encouraged to submit project proposals to funding agencies.
- Knowledge transfer to the rural population in these days is considered as a vital part of learning. The college can organize more programmes to accomplish knowledge transfer. The community radio in the campus can also be used for this.
- Solve out the issues related to Research Centre with the University.
- Short-term and long-term plans of the department must be fine-tuned.

- Faculty members may be encouraged to target patents as the deserved outcome of their research.
- Mentoring system should be strengthened with proper records and regular monitoring.

12. GENERAL CONCLUSION

The academic performance of the faculty members and department as a whole is assessed. The strength and the limitations of each department is identified. The quality checks are performed on different activities undertaken in all departments. The students, faculty members and supporting staffs are generally happy with the college. The discipline maintained in the campus is good. The college stands out as an institution of academic excellence. Utilizing the opportunities in the campus for socially responsible activities is appreciated.

13. GRATITUDE

The Audit Committee feel honored and take this opportunity to express sincere thanks and gratitude to the College authorities for being invited to conduct the audit. The committee would also like to express heartfelt thanks to all the faculty members and support staff for their wholehearted cooperation along with the hospitality that has been extended to them during the audit conducted.

1. Dr. Syciman K. Thomas
2. Fr Dr Giji Thomas

