



St. George's
College *Aruvithura*
Estd. 1965

ACADEMIC AND ADMINISTRATIVE AUDIT REPORT 2021-22

Aruvithura P.O., Kottayam,
Kerala - 686122

www.sgcaruvithura.ac.in
iqac@sgcaruvithura.ac.in
Ph: 04822 272220, 274220

Period of Assessment 2021-22

Dates of Audit: 03/03/2022-04/03/ 2022

Audit Committee

1. Dr. Bijimol Thomas - IQAC Coordinator Newman College Thodupuzha
2. Dr. T A Babu , Former Head of the Department of Hindi, St Dominic's College Kanjirappally
3. Dr. Reji Vargheese Mekkaden : Principal
4. Dr Jilu Ani John : IQAC Coordinator
5. Dr Sumesh George : IQAC Asst Coordinator
6. Mithun John: IQAC Asst Coordinator

General Observations

1. The visionary management, and the zealous team of faculty and administrative staff works towards assuring quality in all the realms of this higher education institution.
2. The college is earnestly gearing up for the fourth cycle of accreditation and as such the institution is currently witnessing innumerable quality enhancement measures.
3. There are 18 UG Programmes and 6 PG programmes and one Research Centre.
4. The college is funded by RUSA and DST-FIST.
5. A total of 102 faculty 42 administrative staff work in the campus.
6. The student strength is 2125.
7. Offers 18 Certificate courses .
8. Active IQAC monitors the quality initiatives of the institution.
9. Recognized IEDC Centre.
10. Swayam Local Chapter.
11. There is an Incubation Centre in the campus.
12. A total of 17 MoUs exist between the college and various industries.
13. The college has gone far ahead in infrastructure development.

Curricular Aspects

1. Start more employability enhancing Certificate courses and the Programme outcomes of the courses are to be well defined and intimated to students.
2. More new gen post graduate programmes to be introduced.
3. Arrange more industrial and educational visits and they shall be documented properly by all departments.
4. Course plans shall be done through the academic management system in accordance with OBE.
5. Documentation of induction programmes, bridge courses and remedial programmes is to be improved.
6. Action Taken on the basis of feedback needs to be more focussed.

Teaching Learning

1. All teachers shall be asked to pursue and complete the Doctoral degree.
2. Teachers shall implement more innovative and effective Student centric teaching - learning methods.
3. The E-content generation by teachers is to be enhanced.
4. Teachers should adopt blended mode of learning and ICT facilities in the classrooms should be made use of effectively.
5. Now that the institution is adopting the OBE system all teachers should be well versed in mapping the outcome of their own respective course.
6. Mentoring, Remedial and other learner support initiatives to be strengthened to improve the over all pass percentage of the institution.

Research and Extension

1. Research needs to be improved and the institution should make it a point to inculcate the proper research culture among faculty and students.
2. Starting of more research centres is suggested.
3. Research publications by the faculty should be improved and each one of the faculty shall be asked to publish at least one paper in the UGC CARE listed journals.
4. More MoUs can be secured by the departments and those existing should be kept functional.
5. The extension activities initiated by the institution is commendable and all of them shall be properly documented.

Infrastructure

1. Infrastructural development in the campus is highly commendable, especially the ongoing construction of the spacious library block and canteen.
2. Laboratories need to be revamped.
3. Divyangjan friendly facilities are ample and quite satisfactory.
4. Student -computer ratio is not upto the benchmark.
5. More classrooms are to be ICT enabled.
6. Language lab needs to be fully equipped by the installation of communication software.

Student Support Activities

1. Student Progression and placement are to be improved.
2. Placement training and campus placement drives are to be improved.
3. Coaching for competitive exams shall be made more effective.
4. More capacity building programmes especially focussing on Linguistic communication and computing skills are to be organised by all departments.

Environmental Initiatives

1. The environmental initiatives of the institution are praiseworthy.
2. Gender Environmental and Energy audits are conducted properly.

3. Departments shall arrange more programmes to provide inclusive environment in the campus.
4. All departments shall design their best practices in tune with the institutional best practices.

Remarks on Departmental Performance

Mathematics

- Become a 100 % Ph D holder's department.
- Number of publications in UGC care listed journals by the faculty members are excellent
- Results need improvement
- Pay more attention to remedial coaching.
- Field visits shall be organized for second year UG students.

Physics

- Conduct Science Fest
- Documentation needs improvement
- Organize regular career coaching classes by external resource persons as well as department faculty members.
- Virtual labs shall be made more effective and realistic by providing additional inputs to the students.

Chemistry

- Documents should be properly signed by HOD and Principal
- Alumni association at department level shall be strengthened.
- Results need improvement.
- Stock registers should be updated and authenticated by HoD.
- The Degree lab needs renovation.
- The department shall strengthen the Extension activities.

Botany

- The new laboratory facilities are to be functional. Digitalization of herbarium is suggested.
- Community sensitization on organic farming is a good research venture.
- Add-on course offered by the department is a good initiative.
- ICT and smart system usage is good.

- Quality enhancement programmes for the staff can be initiated by the department.
- Results need improvement.
- The Botanical Garden shall be given proper care.
- The department shall initiate some green extension programme.

Economics

- Results are to be improved.
- Students shall be encouraged to engage in co-curricular activities.
- Establish good department Library.
- Departmental alumni is to be strengthened.
- ICT usage is to be improved.
- Documentation needs to be made more prompt and updated
- Take steps to start a functional MoU with nearby institutions

Politics

- Work environment within the staff room is good
- Result should be improved.
- Strengthen connections with alumni
- Explore opportunities for students to gain practical experience through internships or collaboration with government institutions .
- Conduct more programs regarding constitutional obligation

English

- The department organizes various co-curricular programmes for students.
- The results are to be improved.
- The department shall work on collaborations and secure MoUs.
- Greater impetus shall be given for Gender-equity programmes.
- Make effective use of Language lab.
- More linguistic skill development programmes shall be initiated by the department.
- Documentation has to be improved.

Computer Application

- Faculty members shall be encouraged to participate in workshops and FDPs to enhance their academic profile.
- Academia-industry interaction can be strengthened.
- The department has good percentage placement.
- The department uses maximum use of ICT facilities.
- Extension programmes are to be initiated by the department.

Commerce(Aided)

- Academic performance should be improved
- Field based project activities must be added
- More activities in the area of commerce is needed

Food Science

- Conduct various programmes for society by the students
- Use departmental letter head and seal for documentation
- Set up a pilot plant
- Encourage students for research , development and training in technology of food
- Actions to be taken for NABL accreditation of laboratory
- Provide gender equality programmes for students

Mass Communication

- Documents should be signed and sealed by HoD
- Course outcome should be there for each course
- Department can ask for Smart Tv

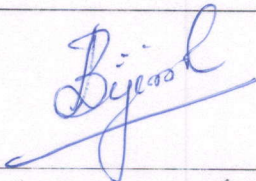
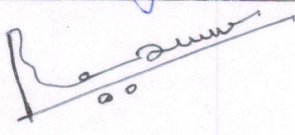


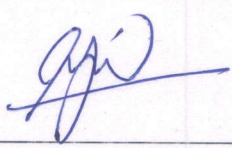

Commerce (SF)

- Strong mentor-mentee system is followed.
- Department has its own library but collections need to be improved.
- Lack of research culture in faculty.

IQAC

- More sessions on NEP shall be conducted.
- Documentation of departments and Cells and Clubs shall be monitored by IQAC more frequently.
- Strengthening the activities of Cells and Clubs.
- Arrange workshops to familiarize the faculty with OBE and the mapping of outcomes.
- Performance Appraisal system for the Administrative staff is to be made more effective.
- Create awareness among students about NAAC and Student Satisfaction Survey.
- The strategic plan of IQAC is to be charted meticulously.
- Shall take the necessary quality measures to improve the national ranking.
- Initiative should be taken to augment the cloud space of institutional website and keep a separate webpage for IQAC

AAA 2021-22 Team Members

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ACTION TAKEN ON THE BASIS OF

ACADEMIC AND ADMINISTRATIVE

AUDIT REPORT

Action Taken on the basis of Academic and Administrative Audit on

03/03/2022 - 04/03/ 2022

1. As per the recommendations of AAA , 18 employability enhancing Certificate courses were started and the Programme outcomes of the courses are to be well defined and intimated to students.
2. The College Council decided to permit more industrial and educational visits and departments were instructed to document the same.
3. Workshops on OBE were arranged for the faculty. It was decided to assess the outcome attainment through the Academic Management System of the college. All departments started the process of mapping the outcome attainment analysis.
4. As per the suggestion of AAA and in order to strengthen the Research wing of the college, application was put up to the MG University for sanctioning a Research Centre in Physics in the college.
5. There were suggestion for adding more ICT enabled classrooms as per which the college purchased Android Smart TVs to be installed in the classrooms.
6. Gender audit was conducted internally in the campus.
7. Environmental and Energy audits were conducted by an accredited agency.



Prof. Dr. Siby Joseph

PRINCIPAL

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