Report of

ACADEMIC & ADMINISTRATIVE AUDIT (EXTERNAL)

2020-21

Conducted at

MES KALLADI COLLEGE MANNARKKAD

By

Dr. R Selvam

(Former Dean, Bishop Heber College, Trichi)

Preface

MES Kalladi College Mannarkkad started its functioning in 1967 with its affiliation to University of Calicut. Presently the college is offering 20 undergraduate, 9 postgraduate, 1 integrated PG and 3 research programmes in various disciplines. The institution is keen in quality practices in line with its vision to evolve into a nationally reputed centre of learning. The activities in the campus are performed to create an inclusive, innovative and sustainable environment of teaching and cutting edge research contributing to society and addressing the career challenges of the students.

In order to assess the performance of the institution in the academic year 2020-21, an external academic and administrative audit was conducted. The auditors evaluated the quantitative and qualitative aspects of the performance as per the guidelines of National Assessment and Accreditation Council (NAAC). Some suggestions for quality enhancement are also presented.

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PART I: GENERAL INFORMATION

1. Name of the College

   MES Kalladi College Mannarkkad, Kerala

2. Number of Departments   : 13
3. Total Number of Programmes   : 29

          i. Status of the College – Affiliated / Autonomous: Affiliated-

4. NAAC Accreditation Status:

Cycles	Validity Period	Grade	CGPA/Percentage
Cycle - 1	16.02.2004	B++	NA
Cycle - 2	05.01.2013	A	3.20
Cycle - 3	10.08.2019 to 17.10.2024	A+	3.32

5. Programmes Offered

B A Arabic and Islamic History	B Sc Food Technology
B A Economics	B Sc Mathematics
B A English	B Sc Physics
B A History	M A Economics
B A Mass Communication and Journalism (S/F)	M A History
B B A Finance	M A Islamic History
B B A Finance (S/F)	M Com Financial Management
B C A (S/F)	M Sc Botany (S/F)
B Sc Computer Science (S/F)	M Sc Chemistry
B Com Computer Application (S/F)	M Sc Mathematics
B Com Cooperation(S/F)	M Sc Physics
B Com Finance	M Sc Physics
B Sc Botany	MSc Forensic Science
B Sc Chemistry	M Sc Integrated Psychology

   PhD Chemistry, PhD History

PART II: CRITERIA WISE ASSESSMENT

CRITERIA I: Curricular Aspects

Sl No.	Item	HEIs Input	Auditors Assessment
1.1	The Department ensures effective curriculum delivery through a well-planned and documented process	Yes	Verified
1.2	The Department adheres to the academic calendar including for the conduct of CIE	Yes	Verified
1.3	Teachers of the Department participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the last five years 1. Academic council/BoS of Affiliating university 2. Setting of question papers for UG/PG programs 3. Design and Development of Curriculum for Add on/ certificate/ Diploma Courses 4. Assessment /evaluation process of the affiliating University	6 6 11 60	Verified
1.4	Percentage of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented	100	Verified
1.5	Number of Add on /Certificate programs offered	19	Verified
1.6	Average percentage of students enrolled in Add-on/Certificate programs as against the total number of students	35	Verified
1.7	Department integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	Yes	Verified

1.8	Number of courses that include experiential learning through project work/field work/internship	40	Verified
1.9	Percentage of students undertaking project work/field work / internship	31	Verified
1.10	Department obtains feedback on the syllabus and its transaction at the Department from the following stakeholders 1) Students 2)Teachers 3)Employers 4)Alumni		Verified
1.11	Feedback process of the Department is as follows: Feedback collected, analysed and action taken and feedback available on website	Yes	Verified

Criteria II: Teaching-Learning and Evaluation

Sl No.	Item	HEIs Input	Auditors Assessment
2.1	Average Enrolment percentage	90	Verified
2.2	Average percentage of reserved category students	90	Verified
2.3	The Department assesses the learning levels of the students and organises special Programmes for advanced learners and slow learners	Yes	Verified
2.4	Student- Full time teacher ratio	28:1	Verified
2.5	Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experience	Yes	Verified
2.6	Teachers use ICT enabled tools for effective teaching-learning process.	Yes	Verified

2.7	Ratio of mentor to students for academic and other related issues	1:28	Verified
2.8	Average percentage of full time teachers against sanctioned posts	100	Verified
2.9	Average teaching experience of full time teachers	7	Verified
2.10	Mechanism of internal assessment is transparent and robust in terms of frequency and mode	Yes	Verified
2.11	Mechanism to deal with internal/external examination related grievances is transparent, time- bound and efficient	Yes	Verified
2.12	Programme and course outcomes for all Programmes offered by the Department are stated and displayed on website and communicated to teachers and students.	Yes	Verified
2.13	Attainment of programme outcomes and course outcomes are evaluated by the Department	Yes	Verified
2.14	Average pass percentage of Students	82.8	Yes

Criteria 3: Research, Innovation and Extension

Sl No.	Item	HEIs Input	Auditors Assessment
3.1	Grants received from Government and non-governmental agencies for research projects	0	Verified
3.2	Percentage of teachers recognized as research guides	7.27	Verified

3.3	Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship	34	Verified
3.4	Students of the department are involved in activities related to innovation and creativity	Yes	Verified
3.5	Number of Ph.Ds registered	14	Verified
3.6	Number of research papers per teachers in the Journals notified on UGC website	17	Verified
3.7	Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings	11	Verified
3.8	Number of extension activities conducted	26	Verified
3.9	The extension activities were beneficial to the society	Yes	Verified
3.10	No. of awards received for extension activities	0	Verified
3.11	Number of MoU or collaborations with other Departments	5	Verified

Criteria 4: Infrastructure and Learning Resources

Sl No.	Item	HEIs Input	Auditors Assessment
4.1	The Department has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.	Yes	Verified
4.2	Number of classrooms and seminar halls with ICT-enabled facilities	61	Verified

4.3	There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.	Yes	Verified, Need improvement

Criteria 5: Student Support and Progression

Sl No.	Item	HEIs Input	Auditors Assessment
5.1	Average percentage of students benefited by scholarships provided by government/management	71.8	Verified
5.2	Capacity building and skills enhancement initiatives are taken by the department	Yes	Verified
5.3	Number of career guidance programmes or coaching for competitive exams conducted	6	Verified
5.4	The Department has a transparent mechanism for timely redressal of student grievances	Yes	Verified
5.5	Average percentage of placement of outgoing students	2	Verified
5.6	Average percentage of students progressing to higher education	29.5	Verified
5.7	Average percentage of students qualifying in state/national/ international level	0.95	Verified

Sl No.	Item		HEIs Input	Auditors Assessment
	examinations	29		Verified
5.8	Number of awards/medals for outstanding performance in sports/cultural activities at university/state/nation al / international level			
5.9	Students are actively participating in co-curricular and extracurricular activities		Yes	Verified
5.10	Department Alumni meetings are conducted regularly and Alumni contribute either financially/non financially		Yes	Verified

Criteria 6: Governance, Leadership and Management

Sl No.	Item	HEIs Input	Auditors Assessment
6.1	The functioning of the departmental bodies is effective and efficient as reflected from the activities	Yes	Verified
6.2	Number of teachers provided with financial support to attend conferences/workshops	20%	Verified

	and towards membership fee of professional bodies		
6.3	Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)	20%	Verified
6.4	The performance based self appraisal system functions properly	Yes	Needs modification

Criteria 7: Institutional Values and Best Practices

Sl No.	Item	HEIs Input	Auditors Assessment
7.1	Department conduct activities on gender equity/environmental awareness	10	Verified
7.2	Department conduct activities in connection with day observations	5	Verified
7.3	Best practice of the department	4	Verified