Report of

ACADEMIC & ADMINISTRATIVE AUDIT (EXTERNAL)

2024-25

Conducted at

MES KALLADI COLLEGE MANNARKKAD

By

Dr. R Selvam

(Former Dean, Bishop Heber College, Trichi)

Preface

MES Kalladi College Mannarkkad has always prioritized quality practices in keeping with its goal of becoming a nationally recognized center of learning. The campus's activities are carried out to foster an inclusive, creative, and sustainable environment for teaching and cutting-edge research that benefits society and helps students overcome their professional obstacles.

In order to assess the performance of the institution during the academic year 2024-25, an external academic and administrative audit was conducted on 06-10-2025. The external auditor 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.

Dr. R Selvam
(Former Dean, Bishop Heber College, Trichi) -Chairman

PART I: GENERAL INFORMATION (2024-25)

1. Name of the College

   MES Kalladi College Mannarkkad, Kerala

2. Number of Departments   : 24
3. Total Number of Programmes   : 35

          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
Cycle -4	23-01-2025 to 22-01-2030	A++	3.51

5. Programmes Offered

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

PhD Chemistry, PhD History, PhD Economics, PhD Commerce, PhD Mathematics

PART II: CRITERIA WISE ASSESSMENT

CRITERIA I: Curricular Aspects

Sl No.	Item	HEIs Input	Auditor's Assessment
1.1	***The Institution ensures effective curriculum planning and delivery through a well-planned and documented process including Academic calendar and conduct of continuous internal Assessment***	Yes	Verified
1.2	Number of Add on /Certificate programs offered	39	Verified
1.6	Average percentage of students enrolled in Add-on/Certificate programs as against the total number of students	80.76	Verified
1.7	Departments integrate 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	52	Verified
1.9	Percentage of students undertaking project work/field work / internship	50.1	Verified
1.10	Departments obtain feedback on the syllabus and its transaction at the Department from the following stakeholders *1)* Students 2)Teachers 3)Employers 4)Alumni	Yes	Verified
1.11	Feedback process of the Departments is as follows: Feedback collected, analysed and action taken and feedback available on website	Feedback collected, analysed, action taken and feedback available on website	Verified

Qualitative Assessment and Suggestions

- Add on courses which are helpful to students for getting jobs are to be promoted and tie up with industry is to be established
- Number of feedback from Alumni and employer is to be increased

Criteria II: Teaching-Learning and Evaluation

Sl No.	Item	HEIs Input	Auditors Assessment
2.1	Average Enrolment percentage	76.03	Verified
2.2	Average percentage of reserved category students	77.4	Verified
2.3	The Departments assess 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	1:22	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	1:22	Verified
2.8	Average percentage of full time teachers against sanctioned posts	100	Verified
2.9	Mechanism of internal assessment is transparent and robust in terms of frequency and mode	Yes	Verified

2.10	Mechanism to deal with internal/external examination related grievances is transparent, time-bound and efficient	Yes	Verified
2.11	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
2.12	Attainment of programme outcomes and course outcomes are evaluated by the Department	Yes	Verified
2.13	Average pass percentage of Students	61	Verified

Qualitative Assessment and Suggestions

- The strategy for the assessment of course outcome and programme outcome need to be specified. Faculty members shall be given proper orientation about CO, PO, PSO and their assessment.

- Programmes are being conducted for slow and advanced learners. But the strategy for identifying the slow and advanced learners needs some modification.

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	150000	Verified
3.2	Percentage of teachers recognized as research guides	8.75	Verified
3.3	Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship	41	Verified
3.4	Students of the departments are involved in activities related to innovation and creativity	Yes	Verified
3.5	Number of Ph Ds registered	18	Verified
3.6	Number of research papers per teachers in the Journals notified on UGC website	59	Verified

Sl No.	Item	HEIs Input	Auditors Assessment
3.7	Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings	36	Verified
3.8	Number of extension activities conducted	43	Verified
3.9	The extension activities were beneficial to the society	Yes	Verified
3.10	Number of MoU or collaborations with other Departments	22	Verified

Qualitative Assessment and Suggestions

- Department shall conduct subject specific extension activities which are beneficial to students
- Number of publications by faculty need to be improved. Patent filing of faculty shall be encouraged

Criteria 4: Infrastructure and Learning Resources

Sl No.	Item	HEIs Input	Auditors Assessment
4.1	The Departments have adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.	Yes	Verified
4.2	Percentage of classrooms and seminar halls with ICT- enabled facilities	100%	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

Qualitative Assessment and Suggestions

- The maintenance of infrastructure facilities of departments to be improved
- The study materials, question papers, tutorial videos should be uploaded in the D-Space available in the library website so that students can access from their houses

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	38.1	Verified
5.2	Number of Capacity building and skills enhancement initiatives undertaken by the department	38	Verified
5.3	Number of career guidance programmes or coaching for competitive exams conducted	24	Verified
5.4	The Departments have a transparent mechanism for timely redressal of student grievances	Yes	Verified
5.5	Average percentage of placement and progression of outgoing students	54.5	Verified
5.6	Number of students qualifying in state/national/ international level examinations	54	Verified
5.8	Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level	103	Verified
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

Qualitative Assessment and Suggestions

- Schemes for coaching for competitive examinations may be initiated
- More number of placement drives should be conducted for students
- Industry-Academia linkage is to be strengthened

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

Sl. No.	Item	HEIs Input	Auditors Assessment
6.2	Percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies	100	Verified
6.3	Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)	71	Verified
6.4	The performance based self appraisal system functions properly	Yes	Verified

Assessment and Suggestions

- Teachers should be encouraged to participate in NEP sensitization programmes of MMTTC

- IQAC shall conduct more number of faculty development programmes

- At least one programme for administrative staff should be conducted in a year

Criteria 7: Institutional Values and Best Practices

Sl. No.	Item	HEIs Input	Auditors Assessment
7.1	No. of activities beyond the campus environmental promotion and sustainability	20	Verified
7.2	No. of green campus initiatives and energy conservation activities in the campus	42	Verified

Qualitative Assessment and Suggestions

- Green audit, energy audit and gender audit to be conducted regularly.

- Programmes for developing scientific temper to be conducted

PART IV: GENERAL SUGGESTIONS TO GOVERNING BODY

- Research grant for faculty members to be continued

- Financial assistance for teachers to participate in conferences to be continued

- In case of teachers of self finance section pay package based on qualification and experience shall be implemented