



**WAVOO WAJEEHA WOMEN'S COLLEGE**

**OF ARTS AND SCIENCE, KAYALPATNAM**

**(Affiliated to Manonmaniam Sundaranar University, Tirunelveli)**

**Run by Wavoo SAR Educational Trust**

**(Minority Institution)**

**REPORT ON THE ACADEMIC  
AND ADMINISTRATIVE AUDIT**

**2022 – 2023**



## **REPORT ON THE ACADEMIC AND ADMINISTRATIVE AUDIT**

**DATE: 23.01.2023**

The audit was done on the basis of the following parameters:

### **1. Curricular Aspects**

- Academic plan is prepared and is adhered to
- The curriculum is designed by the Manonmaniam Sundaranar University, Tirunelveli
- At the end of every semester the syllabus completion report is submitted to the Principal through the Head of the Department
- Teachers attend the short-term courses and FDP
- The initiatives of NEP is adequately followed
- To assess the quality of curriculum delivery student feedback is taken online/offline at the end of the semester
- Feedback from Alumni, Parents, Students and Teachers, improvements and recommendations are suggested

### **SUGGESTIONS:**

- Skill set components can be practiced for all the courses
- More number of Add on courses and Extra credit courses can be introduced
- Students and staff members can be encouraged to do NPTEL/SWAYAM courses

## 2. Teaching and Learning

- ICT is adequately used
- Student-centred methods such as project reports, study visits and tours and surveys are effectively used
- Teachers prepare a teaching plan at the commencement of the year semester follow it
- In order to enrich students' knowledge good number of guest lectures are organized

### SUGGESTIONS:

- e platforms such as NPTEL, Swayam and Coursera should be extensively used in the teaching-learning process
- Teachers can use LMS and other platforms for the blended mode of teaching

## 3. Evaluation

- Well-structured and defined internal examination system
- Transparency and confidentiality are well maintained in CIAs

### SUGGESTIONS:

- Review of formative assessment elements

## 4. Research

- Faculty members published papers in UGC-listed journals and took part in Conference proceedings
- IQAC takes the initiative to promote research in the college

- Faculty members have completed the Ph.D. degree
- Good research ambiance and infrastructure is provided

#### **SUGGESTIONS:**

- Publications in Scopus-indexed and peer-reviewed journals can be enhanced
- Faculties should be encouraged to undertake more research and obtain patent
- Students' participation and involvement in research can be encouraged
- Efforts should be made to get recognition for the faculty members as Ph.D supervisors from MS University and to establish research centers

### **5. Infrastructure**

- There are a sufficient number of classrooms and labs available
- A high-speed internet connection is available at the college, and the laboratories are well-furnished with the required equipment.
- The college boasts a renewable power system
- Adequate facilities for sports, indoor activities
- Has library software that automates the library

#### **SUGGESTIONS:**

- Number of ICT-enabled classrooms can be increased
- Indoor auditorium can be constructed

## 6. Student Support & Progression

- Services including counseling, career guidance, grievance redressal, safety, and security are available to help students
- Electoral awareness is created as per the direction of the government
- Scholarships and Free Ships are available
- Financial aids are provided through Earn while you Learn Scheme
- Various cultural programs are organized
- Anti-ragging and Prevention of Sexual Harassment cells are active

### SUGGESTIONS:

- Alumni support can be strengthened
- More number of awareness programmes can be conducted

## 7. Governance

- Participation of all faculty members in several committees
- Faculty members' advancement vertically from academic roles to leadership positions
- Proactive 1QAC in developing the policies, putting the strategies into practice, and performing the duties of quality improvement
- Administration of the college has adopted e-governance

### SUGGESTIONS:

- To reduce the staff attrition rate, retention methods should be used
- Data center can be set up

## CONCLUSION:

Over the years, the college has created a culture that is well liked by all parties involved. Being a successful institution, the college benefits from the combined efforts of its faculty, administrators, research scholars, students, and the management's unwavering support. The primary contributor to delivering high-quality education is the teachers. The college offers a setting that is ideal for productive teaching, learning, and research. The college needs to step up its efforts to secure more research publications, financing, and consulting in the future.

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24/01/23  
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