**JAMAL MOHAMED COLLEGE (AUTONOMOUS)**

**Accredited with A++ Grade by NAAC (4th Cycle) with CGPA 3.69 out of 4.0**

**(Affiliated to Bharathidasan University)**

**TIRUCHIRAPPALLI – 620 020**

# 

**REPORT OF INTERNAL ACADEMIC AUDIT 2023 - 2024**

**24.07.2024**



**Department of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**ACADEMIC & ADMINISTRATIVE AUDIT**

**ADMINISTRATIVE AUDIT**

**Name of the Department:**

1. **Year of Establishment**

|  |  |
| --- | --- |
| **Name of the Degree** | **Year of Establishment** |
|  |  |

1. **Student Profile**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Programme** | **Application received** | **No. of students Admitted** | **Male** | **Female** | **Total** |
| **UG** |  |  |  |  |  |
| **PG** |  |  |  |  |  |

1. **Faculty Profile**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **S. No** | **Name of the Faculty** | **Date of Joining** | **Highest Qualification** | **SET/NET** |
|  |  |  |  |  |

1. **Student strength**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **2023-2024** | **UG** | | | | | | | | | **PG** | | | | | | **Total** | | |
| **I** | | | **II** | | | **III** | |  | **I** | | | **II** | | |
| **Male** | | **Female** | **Male** | | **Female** | **Male** | | **Female** | **Male** | | **Female** | **Male** | | **Female** | **Male** | | **Female** |
| **Aided** | **SFM** | **Aided** | **SFM** | **Aided** | **SFM** | **Aided** | **SFM** | **Aided** | **SFM** | **Aided** | **SFM** |
| **Sanctioned** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Enrolled** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

1. **Students – Teacher ratio**

|  |  |  |
| --- | --- | --- |
| **No. of Faculty** | **No. of students** | **Students Teacher Ratio** |
|  |  |  |

1. **Faculty from other states.**

|  |  |
| --- | --- |
| **Name of the faculty from other states** | **State from which qualifying degree was obtained** |
|  |  |

1. **Students from other states and Countries**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Name of the student from other states** | **Register Number** | **State** | **Name of the student enrolled from other countries** | **Register Number** | **Country** |
|  |  |  |  |  |  |

1. **Departmental infrastructure & other facilities**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Library Books** | **Journals** | **Computers** | **Projector** |
| **Number** |  |  |  |  |

**\*Attach the Department Library footfall report: Annexure I**

**ACADEMIC AUDIT**

**Curricular Aspects**

1. **Courses revised**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Name of the Course** | **Course Code** | **Year of Introduction** | **Changes in the course code** | **Change in Course Title** | **Percentage of revision** |
|  |  |  |  |  |  |

1. **Courses having focus on employability/ entrepreneurship/ skill development**

|  |  |  |  |
| --- | --- | --- | --- |
| **Name of the Course** | **Course Code** | **Activities/Content with direct bearing on employability/ entrepreneurship/ skill development** | **Year of Introduction** |
| **UG Courses** | | | |
|  |  |  |  |
| **PG Courses** | | | |
|  |  |  |  |

**\*Grid with syllabus should be attached: Annexure II**

1. **New courses introduced:**

|  |  |  |
| --- | --- | --- |
| **Name of the Course** | **Course Code** | **Year of Introduction** |
| **UG Courses** | | |
|  |  |  |
| **PG Courses** | | |
|  |  |  |

1. **Value added course for imparting transferable and life skills.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Name of the**  **Value added course offered** | **Course Code** | **Number of students Enrolled** | **Number of students Completed** | **Duration** |
|  |  |  |  |  |

1. **Online courses – MOOC/ SWAYAM / NPTEL etc.,**

|  |  |  |  |
| --- | --- | --- | --- |
| **Name of the course** | **Number of students Enrolled** | **Number of students Completed** | **Duration** |
|  |  |  |  |

1. **Extra credit courses**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Name of the course** | **Course Code** | **Number of students Enrolled** | **Number of students Completed** | **Duration** |
|  |  |  |  |  |

1. **Student’s project/ Internship**

|  |  |  |  |
| --- | --- | --- | --- |
| **Name of the Student** | **Register Number** | **Title of project / Internship** | **Duration** |
|  |  |  |  |

**\*Attach relevant documents: Annexure III**

1. **Feedback Analysis for curriculum**

|  |  |
| --- | --- |
| **Stakeholders** | **Feedback collected (YES/NO)** |
| **Students** |  |
| **Alumni** |  |
| **Academic Peers** |  |
| **Employers** |  |

**\*Attach Feedback analysis report: Annexure IV**

**Teaching – Learning**

1. **Seminars, workshops, conferences organised and the source of funding with details**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Title of**  **seminars/ workshops/ conferences** | **State/**  **National/ International** | **Date** | **No. of Participants** | | | **Funding agency (Institution/ UGC/ CSIR/ any other)** |
| **State** | **National** | **Inter national** |
|  |  |  |  |  |  |  |

**\*Attach Programme report: Annexure V**

1. **Faculty involvement in refresher courses, FDP, orientation courses, seminars, workshops, conferences at national and international levels.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Name of the Faculty** | **Title of the Professional development programme / Conferences / Workshop** | **Date and Duration (From – To)** | **Organised/ Resource person/paper Presented /participated** | **Financial support from management** |
|  |  |  |  |  |

**\*Attach relevant document: Annexure VI**

1. **Students Participated / Presented in National / International Conference / Seminar / Intercollegiate Event etc.,**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **S. No** | **Name of the Student** | **Class** | **Name of the Programme, College, Place & Date** | **Event Participated** | **Prize / Award** |
|  |  |  |  |  |  |

1. **Participation of faculty in various academic activities as member of committees at university level, state level, National level, international level bodies.**

|  |  |  |
| --- | --- | --- |
| **Name of the faculty** | **Academic Activities** | **Date, Place & duration** |
|  |  |  |

**\* Attach relevant document: Annexure VII**

1. **Faculty studied / Studying MOOC:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Name of the faculty** | **Name of the course** | **Duration (From – To)** | **Completed or studying** |
|  |  |  |  |

1. **Faculty received awards / recognition / fellowship**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Name of the faculty** | **Year of Award** | **Name of the award, fellowship, received from government or recognised bodies** | **Incentives given by the HEI in recognition of the award** | **State / National / International** |
|  |  |  |  |  |

1. **No. of faculty preparing and following academic teaching plan:**

**\*Attach relevant documents: Annexure VIII**

1. **Teaching learning practised (Participative/ Problem Solving/ Experiential) methods**

**\*Photographic evidence**

1. **Peer learning methods practised**

**\*Photographic evidence**

1. **Slow learners/ Advanced learners**

|  |  |  |  |
| --- | --- | --- | --- |
| **S. No** | **Class** | **Register No.** | **Slow learners /Advanced learners** |
|  |  |  |  |

1. **Mentor – Mentee**

|  |  |  |
| --- | --- | --- |
| **Name of the Mentor** | **No of Mentees** | **No of meetings with Mentees** |
|  |  |  |

**\*Attach reports: Annexure X**

1. **Remedial classes conducted**

|  |  |  |
| --- | --- | --- |
| **Name of the Course** | **Name of the faculty** | **No of Students enrolled** |
|  |  |  |

**\* Attach relevant document: Annexure XI**

1. **Parent - Teachers meet**

|  |  |  |  |
| --- | --- | --- | --- |
| **Date** | **Class** | **No of parents attended** | **Feedback collected (YES / NO)** |
|  |  |  |  |

**\*Attach parent – teachers meeting report: Annexure XII**

1. **Students Counselling**

|  |  |  |  |
| --- | --- | --- | --- |
| **S. No** | **Class** | **Name of the Student** | **Reason for Counselling** |
|  |  |  |  |

1. **Industrial Visit / Field Visit**

**Report, Geo tag photos along with student’s name list**

1. **ICT learning - software used / Google Meet Classes / e-Content / online assignment / test / quiz conducted etc.,**

**Evidence with photograph and screenshots**

**Research**

1. **Seed money:**

|  |  |
| --- | --- |
| **Name of the faculty received seed money** | **Seed Money Amount** |
|  |  |

**\* Attach relevant document**

1. **Faculty awarded National/International fellowship for advanced studies or research:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Name of the faculty awarded National/International fellowship/financial support** | **Name of the award or fellowship** | **Year of award** | **Awarding Agencies** | **Fund provided (INR in Lakhs)** |
|  |  |  |  |  |

1. **Grants for research projects sponsored by the Government/Non- Government sources such as industry, corporate houses, international bodies, Endowments:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Name of the project/ Endowments** | **Nam of the principal Investigator/**  **CoInvestigator** | **Name of the funding agency** | **Type (Government/**  **Non- Government)** | **Fund provided (INR in Lakhs)** | **Duration of project (From – To)** |
|  |  |  |  |  |  |

1. **Workshops/ Seminars conducted on intellectual property rights (IPR) and Industry - Academia innovative practices:**

|  |  |  |
| --- | --- | --- |
| **Name of the workshops/ Seminars** | **Date (From – To)** | **No of participants** |
|  |  |  |

1. **Start-ups incubated on campus:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Name of the**  **start-ups** | **Nature of start-ups** | **Year of commencement** | **Contact information of the promoters** |
|  |  |  |  |

1. **Patents Published/Awarded:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Name of the patentor** | **Title of the patent** | **Application number** | **Date of Patent Published**  **dd/mm/yyyy** | **Date of patent awarded** |
|  |  |  |  |  |

**\* Annexure XIII**

1. **Faculty with Ph.D.,**

|  |  |  |
| --- | --- | --- |
| **Name of the faculty with Ph.D.,** | **Year of obtaining the degree** | **Month & Year of recognition as research guide** |
|  |  |  |

1. **Ph.D., Candidates:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Name of the guide** | **Name of the Scholar** | **Title of the thesis** | **Month & Year of Registration** | **Registration No.** | **Date of Award** |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

1. **Research paper published in peer referred journals**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Name of the faculty** | **Title of the paper** | **Name of the journal** | **Month & Year of Publication** | **ISSN** | **WoS/ /Scopus/ PubMed/ UGC Care** | **DOI Link** |
|  |  |  |  |  |  |  |

**\*Attach relevant documents: Annexure – XIV**

1. **Books and chapters in the edited volumes/Books Published, Papers in the National and International Conference Proceedings:**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Name of the faculty** | **Title of the Books/Chapters Published** | **Title of the paper** | **Title of the**  **Conference Proceedings** | **Name of the conference** | **National/**  **International** | **Year of Publication** | **ISBN/ISSN**  **of the Proceedings** | **Affiliating institute at**  **the time of publication** |
|  |  |  |  |  |  |  |  |  |

**\*Attach relevant documents: Annexure – XV**

**Consultancy & Collaboration**

1. **Revenue generated/ spent for consultancy / corporate training**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Name of the consultant** | **Name of consultancy/ title of the corporate training programme** | **consulting / Agency seeking training with contact details** | **Revenue generated** | **Revenue spent** | **No of beneficiaries** |
|  |  |  |  |  |  |

1. **Collobaration / MOU for research / faculty exchange / student exchange / internship / on-the-job training / project work.**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Title of the collaborative activity** | **Name of the collaborating / MOU with contact details** | **No of participants** | **Year of Collaboration / MOU** | **Duration** | **Name of the activity** |
|  |  |  |  |  |  |

**\*Attach report of activities under each MOU: Annexure XVI**

**Student Support and Progression**

1. **Result of students (UG)**

|  |  |  |  |
| --- | --- | --- | --- |
| **Class** | **Enrolled** | **Passed** | **Pass %** |
|  |  |  |  |

**Result of students (PG)**

|  |  |  |  |
| --- | --- | --- | --- |
| **Class** | **Enrolled** | **Passed** | **Pass %** |
|  |  |  |  |

1. **Student progression – Higher studies (Data for the latest completed academic year)**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Name of the student** | **Register Number** | **Program graduated from** | **Mobile No.** | **students proceed for higher studies (UG to PG / PG –Ph.D., / M.Phil.,)** | **Name of institution joined** | **Name of programme admitted to** |
|  |  |  |  |  |  |  |

**\*Attach relevant documents: Annexure - XVII**

1. **a. Placement (Data for the latest completed academic year)**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Name of the student** | **Register Number** | **Program graduated from** | **Mobile No.** | **Name of the employer with Contact Details** | **Package received (Rs.)** |
|  |  |  |  |  |  |

**\*Attach relevant documents: Annexure XVIII**

**b. Student cleared IIT/ JAM /NET /SLET/ GATE/ GMAT/ CAT/ GRE/ IELTS/ TOEFL/JRF/ TANCET/ ICAI/ NCC B or C Certificate/UPSC/ TNPSC/ Civil Services/State government examinations and other competitive examinations. (Data for the last completed academic year)**

|  |  |  |
| --- | --- | --- |
| **Name of the student** | **Register Number of the Examination** | **IIT/ JAM /NET /SLET/ GATE/ GMAT/ CAT/ GRE/ IELTS/ TOEFL/JRF/ TANCET/ ICAI/ NCC B or C Certificate/UPSC/ TNPSC/ Civil Services/State government examinations / other Exams** |
|  |  |  |

1. **Students benefited by guidance for competitive examinations and career counselling –**

|  |  |  |  |
| --- | --- | --- | --- |
| **Name of the programme conducted for competitive examinations and carrier counselling** | **Date of the event** | **No. students benefited / Attended / Participated by carrier counselling / competitive exam activities** | **Number of students placed** |
|  |  |  |  |

**\*Attach relevant documents: Annexure – XIX**

1. **Sports and cultural events / competition organised**

|  |  |  |
| --- | --- | --- |
| **Name of the event / Competition** | **Date of the event / Competition** | **Sports/Cultural** |
|  |  |  |

**\*Attach relevant documents: Annexure – XX**

1. **Awards / Medals for outstanding performance in cultural activities at National / Inter-National levels (Award for a team event should be counted as one)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Name of the Award / Medal** | **Team / Individual** | **inter-university / state / National / International** | **Name of the event** | **Name of the student** |
|  |  |  |  |  |

**\*Attach relevant documents: Annexure – XXI**

1. **Programmes organised for student capability (1. Soft skills, 2. Language and communication skills, 3. Life skills (Yoga, physical fitness, health and hygiene), 4. Awareness of trends in technology)**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Title of the programme** | **1. Soft skills/ 2. Language and communication skills/ 3. Life skills (Yoga, physical fitness, health and hygiene)/ 4. Awareness of trends in technology** | **Date** | **Number of Participant by Gender** | | | **Name of the agencies/consultants/ the Resource Person involved with contact details**  **(if any)** |
| **Male** | **Female** | **Total** |
|  |  |  |  |  |  |  |

**\*Attach relevant documents: Annexure – XXII**

1. **Students benefitted by scholarship & free-ships**

|  |  |  |  |
| --- | --- | --- | --- |
| **Name of the student** | **Register Number** | **Government/ Alumni / Endowment / Philanthropist / NGO/ Others** | **Amount in Rs.** |
|  |  |  |  |

**\*Attach relevant documents: Annexure – XXIII**

1. **Representation of students on academic & administrative bodies/committees of the institution (Academic Council, BOS, IQAC, Anti-ragging, Library, Part-V Activities, Student Representative, ect)**

|  |  |  |  |
| --- | --- | --- | --- |
| **Name of the student** | **Register Number** | **Class** | **Committee name** |
|  |  |  |  |

1. **Alumni Association / Chapters meetings held**

|  |  |  |
| --- | --- | --- |
| **Date of Meetings** | **Program graduated details** | **Number of Alumni attended** |
|  |  |  |

**\*Attach relevant documents: Annexure – XXIV**

1. **Alumni Intellectual Contribution (BOS Member/ Resource Person/ Chief Guest ect)**

|  |  |  |  |
| --- | --- | --- | --- |
| **Name of the Alumnus** | **Role** | **Programme Title** | **Date** |
|  |  |  |  |

1. **Alumni Contribution**

|  |  |  |  |
| --- | --- | --- | --- |
| **Name of the Alumnus / Alumni Association** | **Year of Graduation** | **Date of contribution** | **Quantum of contribution (Rs.)** |
|  |  |  |  |

**\*Attach relevant documents: Annexure – XXV**

1. **Classrooms and seminar halls with ICT – enabled facilities such as smart class, LMS, etc.**

|  |  |
| --- | --- |
| **Room number or Name of classrooms/Seminar Hall with LCD / wifi/LAN facilities with room numbers** | **Type of ICT facility** |
|  |  |

**\*Attach the Odd and Even Semester workload (Master Timetable)**

1. **Detail of E-Content Development**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Name**  **of the teacher** | **Name**  **of the module developed** | **Platform on which module is developed** | **Date of launching**  **e-content** | **Link to the relevant document and facility available in the institution** |
|  |  |  |  |  |

1. **Strategic Plan**

|  |  |
| --- | --- |
| **Department Plan of the year 2023-2024** | **Action taken** |
|  |  |

1. **BOS minutes Internal and External**

|  |  |
| --- | --- |
| **Experts comment** | **Action taken** |
|  |  |

**Best Practices of the Department:**

|  |
| --- |
|  |

**Future Plans of the Department:**

|  |
| --- |
|  |

**Declaration of the Head of Department**

This is to certify that information given in this report is true, complete and accurate.

**Date: Head of Department**