THASSIM BEEVI ABDUL KADER COLLEGE FOR WOMEN

A Minority Institution Sponsored by Seethakathi Trust, Chennai
(An Autonomous Institution Affiliated to Alagappa University, Karaikudi)
(Accredited by NAAC with 'A' Grade (CGPA: 3.16) & ISO 9001: 2015 Certified Institution)
Recognized by UGC with 2(f) &12(B)
Kilakarai-623517 Ramanathapuram District, Tamil Nadu

INTERNAL QUALITY ASSURANCE CELL

REPORT OF THE EXTERNAL PEER TEAM FOR 2022-23

EXTERNAL ACADEMIC AND ADMINISTRATIVE AUDIT CONSOLIDATION REPORT

(ACADEMIC YEAR 2022-23)

Date of Audit: Monday, 29.05.2023

Name and Designation of Audit Members (External Peer Team)-

1: Dr M S Mohamed Jaabir, Associate Professor and Head,

PG & Research Department of Biotechnology & Microbiology,

National College, Trichy

2: Dr P Shanmugavadivu, Professor, Department of Computer Science & Applications,

Gandhigram Rural Institute – Deemed University,

Gandhigram, Dindigul District

1.Curricular Aspects		
S.No	**Item**	**Remarks**
1.2.1	New courses introduced out of the total number of courses across all programs	Need consistent updation of syllabus and ensure at least 10% of new courses for each programme
1.3.2	Number of certificate/value added courses/Diploma Programmes offered by the institutions and online courses of MOOCs, SWAYAM/e-PG Pathshala / NPTEL etc. where the students of the institution have enrolled and successfully completed	100% enrollment and completion of online courses per semester. Allocation of a faculty as a mentor for every online course be done to accomplish cent percent success.
1.3.3	Programmes that have components of field projects / research projects / internships	There should be exclusive course components for field projects / research projects / internships supported with necessary time slot in the time table
1.4.1	Structured feedback for curriculum and its transaction is regularly obtained from stakeholders like Students, Teachers, Employers, Alumni, Academic peers etc.,	Feedback verified in IQAC& in the department. A detailed Feedback Analysis be done, category wise.

2.Teaching-Learning and Evaluation		
2.1.1	Enrolment percentage	58% - Measures to be taken to fill the sanctioned seats. New programmes may be introduced, based on the demand analysis. Programmes with least enrollment for the last three years, needs to be revitalized in the possible ways
2.1.2	Seats filled against reserved categories (SC, ST, OBC etc.) as per applicable reservation policy for the first year admission during the last five years	As per the Government guidelines
2.2.2	Student - Full time teacher ratio(Data for the latest completed academic year)	1:17
2.4.1	Full time teachers against sanctioned posts during the last five years	104
2.4.2	Full time teachers with Ph.D. /D.Sc. / D.Litt. / L.L.D during the last five years	Should aim for 100% Qualified Teacher
2.4.3	Teaching experience of full-time teachers (Data to be provided only for the latest completed academic year, in number of years)	7.10
2.4.4	Teaching experience of full time teachers in the same institution (Data to be provided only for the latest completed academic year, in number of years)	4.96
2.5.1	Number of days from the date of last semester-end/ year- end examination till the last date of declaration of results during the last five years	15 Days
2.5.2	Student complaints/grievances about evaluation against total number appeared in the examinations during the last five years	Nil
2.6.2	Percentage of students(excluding backlog students) (Data for the latest completed academic year)	58%
	Teaching Methodologies ,Participative Learning, Experiment Learning , Games Based Learning, Project Based Learning, Flipped Learning, etc.,	Use collaborative & cooperative learning methods, along with ICT-Enabled teaching methods

	E-Content Development	Needs to be focused. Each faculty should be encouraged to develop a module and be uploaded in the Institute Website.
3.Research, Innovations and Extension		
3.1.2	The institution provides seed money to its teachers for research	Seed money should be disbursed to the deserving faculty members, by formally inviting research proposals, by following standard procedure. A sum of Rs. 15000 - Rs. 25,000 shall be allotted for each qualifying proposal.
3.1.3	Teachers receiving national/ international Fellowship/financial support by various agencies for advanced studies/ research.	Teachers should be encouraged to apply for national / international research funding agency
3.2.1	Research funding received by the institution and its faculties through Government and non-government sources such as industry, corporate houses, international bodies for research project, endowment research.	• TNSCST funding received • EDI fund Received • Received communication for the selection in DBT
3.2.2	Teachers having research projects	TNSCST funding received
3.2.3	Teachers recognized as research guides as in the latest completed academic year	Research culture should be fostered by getting recognition for as many department as possible - as research departments
3.4.1	The Institution ensures implementation of its stated Code of Ethics for research The institution has a stated Code of Ethics for research and the implementation of which is ensured through the following: 1. Inclusion of research ethics in the research methodology course work 2. Presence of institutional Ethics committee (Animal, Chemical, Bioethics etc.) 3. Plagiarism check through software 4. Research Advisory Committee	Available in the website
3.4.2	Number of candidates registered for Ph.D. per teacher (as per the data given w.r.t recognized Ph.D guides/ supervisors provided at 3.2.3 metric) during the last five years	Non-PhD faculty members should be strongly encouraged to enroll for Ph.D and clear the NET/SET exam.
3.4.3	Number of research papers published per teacher in the Journals as notified on UGC CARE list during the last five years	Each faculty member should be given target of publishing a minimum of two research articles in SCI/Scopus/ web of sciences/ ICI per academic year. The faculty members may be instructed not to publish their research articles in UGC Care listed journals due to the volatile nature

3.4.4	Number of books and chapters in edited volumes published per teacher during the last five years	Every faculty should be encouraged to contribute to the upcoming edited volumes. Prospective faculty members should be encouraged to author books.
3.4.5	Bibliometrics of the publications during the last five years based on average Citation index in Scopus/ Web of Science	The overall Bibliometrics is not promising. The trans-disciplinary research culture should be fostered to improve potential research and its outcomes. The faculty members should be encouraged to cite peer publications, in order to increase the citation index.
3.4.6	Bibliometrics of the publications during the last five years based on Scopus/ Web of Science – h-index of the Institution	The overall Bibliometrics is not promising
3.5.1	Revenue generated from consultancy and corporate training during the last five years (INR in Lakhs)	Special initiatives / measures have to be taken to improve on this
3.6.2	Number of extension and outreach programs conducted by the institution through organized forums including NSS/NCC with involvement of community during the last five years	No Community outreach for PG. Stand-alone extension shall be devised and strengthened NCC activities should aim at bringing more visibility to the institute
3.7.1	Number of functional MoUs/linkages/collaboration with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years	A report on the functionalities of the existing MoUs has to be prepared and examined with a clear identification of the number of faculty / student beneficiaries. New MoUs with institutes/ industries be planned. Additionally, academic & research linkage and associations be encouraged, especially for research publications and research funding as well as students' training
4.Infrastructure and Learning Resources		
4.1.2	Expenditure for infrastructure development and augmentation excluding salary (INR in Lakhs)	Rs. 44,36,848
4.2.2	Expenditure for purchase of books/ e-books and subscription to journals/e-journals (INR in Lakhs)	Rs. 3,71,890
4.3.2	Student - Computer ratio (Data for the latest completed academic year)	1:3 Well Maintained Infrastructure and Lab Facilities in the College Industry-Sponsored Labs can be created, by exploring Industry CSRs.

4.4.1	Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component	Rs.54,969,82
5.Student Support and Progression		
5.1.1	Students benefited by scholarships and freeships provided by the institution, government and non-government bodies, industries, individuals, philanthropists during the last five years	Government -526 Private Scholarship- 343 Good
5.1.3	Following capacity development and skills enhancement activities are organised for improving students' capability 1. Soft skills 2. Language and communication skills 3. Life skills (Yoga, physical fitness, health and hygiene, self-employment and entrepreneurial skills) Awareness of trends in technology	Department should organize the capacity and skills enhancement activities for students
5.1.4	The institution adopts redressal of student grievances including sexual harassment and ragging cases	Yes
5.2.1	Placement of outgoing students and students progressing to higher education for latest completed academic year	Special initiatives are to be taken to increase the students' placement and progression
5.2.3	Students qualifying in state/ national/ international level examinations out of the graduated students during the last five years	Steps to be taken to make students appear for the competitive, public service commission examinations
5.3.1	Number of awards/medals for outstanding performance in sports/cultural activities at inter-university / state /national / international events during the last five years	Student participation/achievements are not significant. Special initiatives are needed to improve sports/cultural activities. Measures need to be taken to increase the participation and then focus on successful emergence.
5.3.3	The institution conducts / organizes following activities: 1. Sports competitions/events 2. Cultural competitions/events 3. Technical fest/Academic fest 4. Any other events through Active clubs and forums	Good & can be improved further Sports activities at inter-university / state /national Events : 18 Cultural activities organized by the college :21
5.4.1	Alumni contribution (INR in lakhs) to the institution through registered Alumni association	Rs.21.8 Lakhs

		Alumni can be encouraged to volunteer for knowledge sharing and campus promotion activities Non – Monetary Contribution is also good
6.Governance, Leadership and Management		
6.2.3	Institution implements e-governance in its operations 6.2.2.1 e-governance is implemented covering the following areas of operations: 1. Administration including complaint management 2. Finance and Accounts 3. Student Admission and Support Examinations	Excellent Master soft ERP
6.3.2	Teachers provided financial support to attend conferences/workshops and towards membership fee of professional bodies	Yes Quality of research contributions are to be validated
6.3.3	Teachers undergoing online/ face-to-face Faculty Development Programmes (FDPs)/ Management Development Programmes (MDPs)	Good
6.5.3	Quality assurance initiatives of the institution include:	Yes
	Regular meeting of Internal Quality Assurance Cell (IQAC); quality improvement initiatives identified and implemented	Yes
	1. Academic and Administrative Audit (AAA) and follow-up action taken	Yes
	2. Collaborative quality initiatives with other institution(s)	Suggested to collaborate with other Institution to organize program
	3. Participation in NIRF and other recognized rankings Any other quality audit recognized by state, national or international agencies	Yes
7.Institutional Values and Best Practices		
7.1.2	Green Initiatives	Yes. Green Audit, Fauna/ Flora Audit report can be prepared
7.1.4	Best Practices	Good Department wise Best Practices are to be prepared in NAAC Format

Other Recommendations

- Adjunct Professors shall be appointed for improving Teaching Learning Process and for Collaborative Publications
- Teaching Methodology and E- Content shall be improved
- Policies need to be framed for issue, selection and utilization of Seed Money Grant to improve research culture within campus.
- Policy documents for Linkages, Collaboration and MoUs
- Publications shall be encouraged in SCI/ Scopus/ WoS/ Indian Citation Indexed journals
- Library and Hostel shall be modernized and made 'trendy'
- Fitness Audit shall be conducted for all the students once in a year to sensitize on health issue and show progress
- Syllabus Code shall be revisited for better identification and to avoid ambiguity.
- Hall Ticket, Student and Staff leave Form shall be Automated and made simple
- Corpus Fund has to strengthened
- Storage space to be extended for the CoE Section
- Security measures for CoE can be improved
- Maternity leave shall be given to the staff with minimum of three months experience.
- An exclusive Yoga Centre be made functions
- Best Practices of the institute be ascertained and popularized

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