



ALPHONSA COLLEGE PALA

ACADEMIC AND ADMINISTRATIVE AUDIT 2022-23

[18 March 2023]

AUDIT TEAM

Name	Designation
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General Recommendations:

- The departments have to modify their profile and presentations so that it highlights the academic outcomes, student achievements, facilities offered, extension, research, best practices etc.
- Research output should be increased through more publications in UGC care listed journals.
- Teachers with Ph. D should apply for guideship.
- Institution lacks research projects from government/ non-government agencies /industry.
- Teachers should use more ICT enabled tools for teaching learning and evaluation and should maintain proper documentation.
- Every course offered must have a complete teaching plan at the beginning of the course itself.
- Networking with industry, research and academic institutions must be enhanced and all MoU's should have mutual contribution and should identify the nature like academic, laboratory, extension, research, library etc.
- Improve the industry interactions for Training, Placement and Entrepreneurship.
- Enhance Career & Placement cell activities and provide regular professional & career counselling to students.
- All community extension activities must have focused approaches which are now limited to charity work. Academic extension activities must be more focussed with tangible outcomes.
- Design research projects to address society's most critical problems and challenges.
- Institution should set up an innovation and entrepreneurship centre to promote entrepreneurs.
- More Add-on / certificate courses should be offered and student enrolment for certificate courses should be increased.
- The photographs that are being filed must have captions and should be geo-tagged.
- The low student- computer ratio must be augmented.
- Each department must identify their best practice and should plan and conduct programmes accordingly.
- PG departments should initiate NET/ SET training supported with proper documents and results attained.
- Encourage outbound training programmes to equip students with desirable skills.
- Excellence in physical education can be made as the distinctiveness of the college.
- Means to improve library usage can be envisaged.
- A clear distinction between collaborative learning and cross teaching should be made by the departments and activities must be carried out accordingly.
- Make it a practice to 'brand name' all programmes.

ACHIEVEMENTS

- Excellent University Examination results in terms of ranks and pass percentage
- Meritorious achievements in sports at university, states and national levels
- With the aim of creating Sensitized women for emancipated society, college conducts many extension programmes, mandatory environmental education, environmental sensitization activities, etc through NCC, NSS, UBA, CGS, subject associations etc.
- Upgradation of PG department of Zoology into Research Department.
- Alphonsa College Pala has a Divyangjan friendly campus.
- Kerala Kaumudi award for the Best Women College in Kerala 2022-23
- Well organized environmental sensitization activities in the college
- Conducted energy, water and environmental audit.
- College conducted many programmes for gender sensitization and women empowerment.
- Niyukthi, a mega job fair, in collaboration with Kottayam District Employment Exchange, National Employment Service.
- College has an active registered alumni association.
- Capacity enhancement initiatives through various clubs and associations.
- Paryaptha, an annual exhibition cum sale, conducted by Centre for Gandhian Studies, to provide the students with the opportunity to 'earn while they learn'.

Department of Chemistry:

- Report of the department presented was not in accordance with NAAC Criteria.
- Department should implement measures for chemical waste management.
- The department can decide and incorporate one Green practice and it can be the department's distinctiveness too.
- Increase research output.
- All photos filed should be self explanatory/Geotagged
- Department alumni should be strengthened.
- Introduce Certificate courses/ add-on courses to enrich students subject knowledge and ensure maximum student enrolment.

Department of Chemistry (SF):

- Progression and Placement of the department should be improved.
- Projects done cannot be counted as extension activities. Academic extension activities should be initiated.

- Research initiatives are to be improved.
- Training for competitive exams should be conducted.
- Introduce subject based certificate courses.

Department of English:

- Academic excellence and student achievements of the department is commendable.
- Personal project funding cannot be included in the report. The funding can be renamed as 'Institutional Support'.
- Details of teaching- learning and evaluation also should be included in the presentation.
- The presentation must be based on facts and should be proved with necessary documents.
- Avoid superlatives while presenting the department profile.
- Department must be raised to Research department.
- Peer and Cross teaching should be highlighted in the presentation.
- Introduce Certificate courses to enrich student subject knowledge and ensure maximum student enrolment.

Department of English (SF):

- All SF departments must be coupled with regular ones for NAAC documentation.
- Student enrolment percentage should be boosted.
- Introduce add-on / value added courses in the current academic year itself.
- English departments can give experiential learning through enactment of plays.
- Conduct more student centric activities.
- Presentations/ Reports must never be holding students blameful.
- Details of placements should be added in the presentation.
- The department should have a schedule for Peer teaching.

Department of Physical Education:

- The achievements of the department are praiseworthy.
- The department contribute much to Criteria 5.
- The document filing must follow that of college IQAC.
- Increase the number of students enrolled for value added course by including non-sports students.
- The department can have a MoU in swimming with St. Thomas College swimming pool facility and can even have Faculty exchange for training.

Department of Zoology:

- It was suggested to provide highest qualification in the Teacher Profile.
- Best practice has to be identified.
- The department should take measures to boost up placements.
- Research output of the department has not yet achieved.

- Even though the department is a research department, there is research publication deficit.
- Department should connect with alumni, other academic and research institutions and industry for research and entrepreneurship.

Department of Commerce:

- The department should take measures to increase enrolment ratio.
- The pass percentage of the department is appreciable.
- Immediate attention to be made to provide good certificate course.
- Innovative programmes should be employed to encourage department branding.
- Action should be taken to develop entrepreneurship among students and guide them to practice these skills to generate income for their own.
- More workshops on entrepreneurship should be organised.

Department of Clinical Nutrition:

- It was suggested to introduce add-on course in the department for all the students.
- Equipment capacity of the department must be increased.
- The book capacity of the department should also be increased as the department runs both UG and PG courses.
- Progression and Placement of both UG and PG students must be separately mentioned in the presentation.
- Should conduct more training programmes to increase the placement of students.
- The department has a remarkable Academic extension programme - Nutrireach. But its scope should be augmented.
- Diet counselling can be added as a best practice.
- Necessary training can be provided for competitive examinations within the scope of the subject.

Department of Fashion Technology:

- Certificate course can be extended for II and III DC.
- The noteworthy placement rate of the department can be the advertisement for increasing the enrolment of the department.
- Organise bridge course for students from other programmes.
- The delay in conduct of University examinations for B. Voc courses should be addressed.
- More subject related facilities to be provided for the differently abled students getting enrolled in the department besides common facilities.
- Necessary actions should be taken to improve the pass percentage and progression of the students.
- The unique practice of distributing clothes to orphanages was appreciated.

- There is a scope to collaborate with the department of Commerce to provide platform for entrepreneurship.

Department of Sports Nutrition and Physiotherapy:

- Action should be taken to increase the enrolment ratio.
- The student pass percentage of the department was appreciated.
- The practice of giving more preference to BPT holders as Physiotherapists when compared to B. Voc holders should be addressed.
- The college must provide opportunity to bring self employed students not able to claim placement under the umbrella of employment.
- The department has a commendable unique practice of providing first aid and consultation for faculties, sports students. The scope of this practice can be augmented.

Department of Mathematics:

- The department should introduce new formative assessment methods other than the conventional ones.
- Certificate course which is now offered only for III DC students have to be extended to other batches too.
- There should be proper documentation as proof regarding the certificate course – LATex conducted by the department.
- Increase the scope of the best practice of ‘Intellectual donation’ – free tuition programme of the department.
- The excellent results of the students is appreciated.
- Choose a best practice that can be continued and that distinguish the college from other ones.

Department of Physics:

- Employ strategies to improve Pass percentage of the department.
- Choose a best practice that can be continued and that distinguish the college from other ones.
- All student grievance should be recorded and the grievance redressal mechanism adopted by the department is to be included in the presentation.
- Research output of the department should be increased.
- Conduct academic extension activities, science popularisation programmes etc

Department of Botany:

- Feedback process must be effectively employed and try to collect feedback from all stake holders. The feedback analysis and action taken can be done on its basis.
- The department should be serious about research publications.
- Employ more student–centric methods for teaching- learning process and give concrete experiential learning.

- Follow some best practice like nature conservation and protection.

Department of Political Science:

- The pass percentage should be improved.
- Progression to higher studies which is now limited to B. Ed should be addressed.
- Placement of students is appreciable.
- Offer certificate courses.
- Research output should be increased.
- Department should initiate some academic extension programmes for the community.

Department of Economics:

- Schedule and Teaching plan for peer and cross teaching should be included.
- The pass percentage and progression are creditable.
- Best practice followed in the Department- Young Economist is appreciated.
- The department should document the action taken report of Feedback Analysis.
- Enhance student- centric method of learning.
- MoU's must be mutual and working.

Department of History:

- Introduce more innovative methods for teaching -learning.
- Give add-on and value added courses.
- Map impact of extension activities.
- Best practice should be improved.
- Give evidence to best practice through supporting entrepreneurs.
- Conduct capacity building and focused programs.


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