



MORNING STAR HOME SCIENCE COLLEGE

ANGAMALY SOUTH P.O., KERALA - 683573

(Affiliated to Mahatma Gandhi University, Kottayam & Reaccredited by NAAC with A Grade)



**Report of the Academic and Administrative Audit
2018-2019**

ACADEMIC ADMINISTRATIVE AUDIT REPORT 2018-2019

The self study report format for the current academic year (2018-2019) was provided to head of the departments. The departments filled up the same and duly filled format was submitted to the Internal Quality Assurance Cell. The self-assessed reports was analysed by the panel suggested by IQAC. The Audit for the current year was conducted as external. Recommendations by the panel was communicated to the corresponding departments. The panel for the current academic year consist of:

1. External Auditor: Dr.Harry Cleetus, Former Principal, St.Albert's College Ernakulam.
2. Educational Councillor : Rev.Dr.Sr.Alphonsa M.K., CSN
3. IQAC Coordinator: : Ms.Shiny K Ittiachan

The general observations, recommendations and analysis report of the panel is specified below:

General Observations

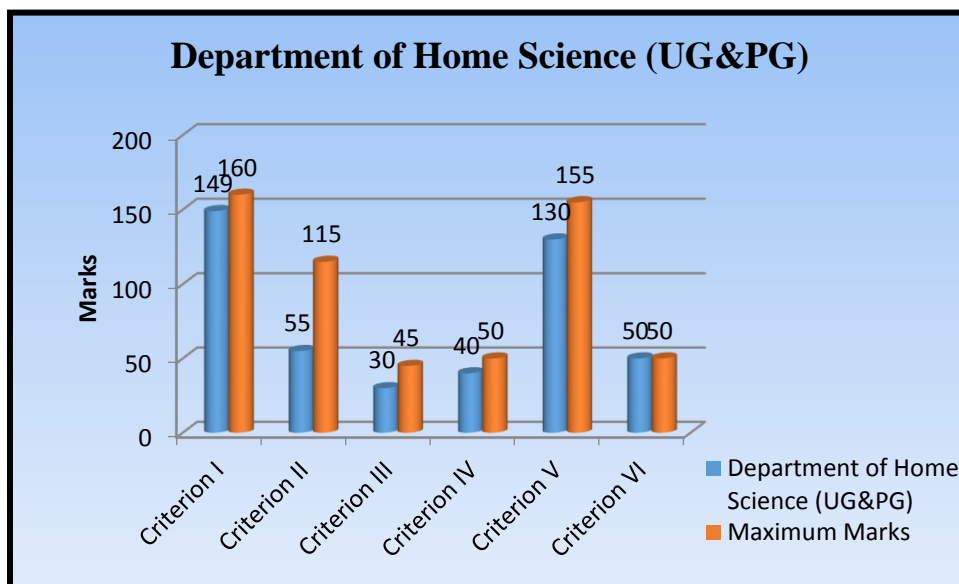
1. The College is located in an extensive campus, near to national highway. It has easy access to International Airport, bus stations, and Railway station.
2. Wrapped with greenery, **environmental friendly** practices and education combine to promote sustainable and **eco-friendly** practices in the **campus**.
3. The ambience of the college campus is just perfect to enhance the learning environment.
4. The homely environment and friendly approach of the management to each one who enters the campus gives a feeling of intimacy and homeliness.
5. The college have a decent infrastructure, which is beautifully placed in a large area.
6. The course work for first batch of PhD in Home Science was inaugurated by Dr.Sajimol Augustine, Principal of St.Teresa's College Ernakulam.

7. Best NSS unit award was received on 18th January 2019 for the activities during 2015-2018. The NSS Programme officer received outstanding NSS Programme officer award for the activities during the year 2017-2018
8. Two faculties received best faculty awards, IARDO best teacher award and Official spotlight award. Faculty was also selected for FLAIR programme during the current academic year.
9. The college accommodated the people who were left homeless during the flood. The relief camp was started in the college.
10. The harmonious relationship existed between Management, Principal, faculty members and students which had resulted in the growth of institution.
11. The activities of the college were initiated by IQAC, and made functional through a well managed framework. It frames the academic, extra curricular and co-curricular activities.
12. A strong Parent teachers association joined hand with the management in making decision in various activities.
13. Action plan for the year was prepared at the beginning by the department heads and after scrutiny it was implemented by the department.
14. Sports related accomplishments were remarkable. Students participated in various district, national and international level competitions and secured prizes.
15. Institution facilitated students in availing scholarships.
16. Ladder library started as novel initiation. A well managed and efficiency library, which is fully automated and furnishes a reader friendly ambience to students.
17. For the academic enhancement, Scholar support programme and walk with a scholar which was a novel initiative of the state Government was effectively implemented with both external and internal mentoring. In addition to this tutorial, remedial and mentoring sessions were also present. ASAP courses were also offered.
18. Effective teaching learning methodologies were used by faculties. Feed back was collected from students and corrective measures were taken. Bridge course was conducted
19. College achieved several ranks in both UG and PG level university examinations.

20. College publishes “Star Research Reach “an international peer reviewed journal which promotes scientific papers and review papers of young researchers.
21. Different clubs functioned actively in the college.
22. Different cells functioned in the college, for the welfare of students.
23. All important national days were observed with different activities. In addition to this festivals and feast of Principal was also celebrated.
24. To identify and nurture the talents in students freshers day talents day were conducted.
25. “Share a meal” programme feeding the needy and “Save a Star” initiative to help the fellow students goes in synonym with the Motto Learn to serve and serve with love.
26. Career guidance cell steered activities related to placements.
27. Value education was rendered regularly by teachers, other value education programmes were also organised.
28. The activities of women cell, youth red cross and AICUF is regularly held in the college.

Department-wise observations and recommendations

PG & Research Department of Home Science



Observations

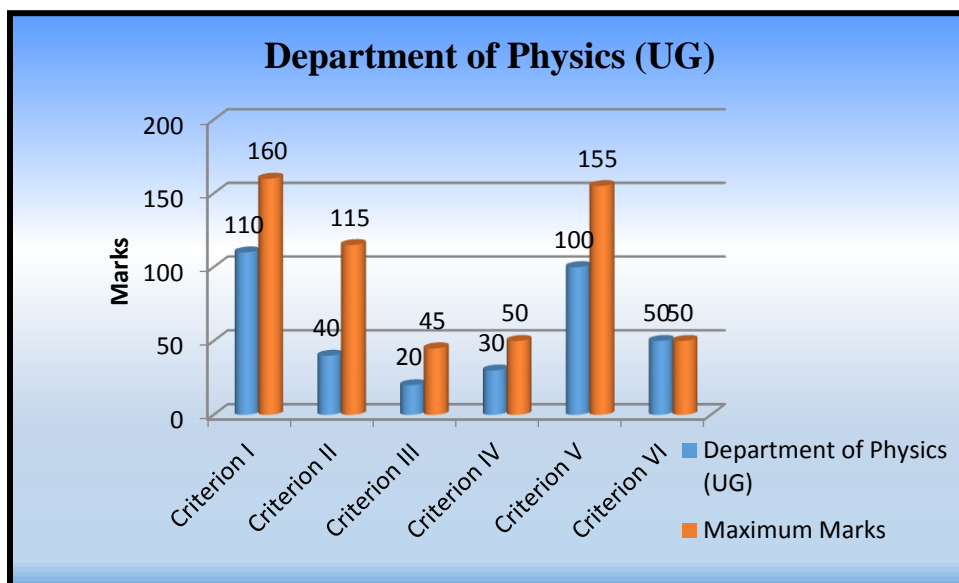
- With regard to the teaching-learning criteria, the various methods were completely utilized by the faculty members.
- Department regularly conducts internal assessments and continuous internal evaluation to ensure good academic outcomes.
- The faculty members participated in numerous seminars and were also invited as resource persons for various state level seminars and other academic activities conducted by external institutions.
- Students were provided with ample opportunities to take part in subject related programmes hosted by the Department as well as by other institutions. IDD programme participation and the visit to Silk Expo was commendable, along with the observance of national/ international days like the Breastfeeding Week, Nutrition Week etc.
- The Department provided opportunities for students to attend career-oriented internships.
- Certificate course in Fashion Designing needs a special mention as it prepares students to pursue their career in the field of Fashion Designing.
- Faculty members had adequate number of publications.
- The Department organized annual entrepreneurial programmes like the “Grahadarshan” and the FSSAI training programme.
- Consultancy and extension services were found to be good. Services of Diet counselling centre need to get more attention from public.
- Notable extension activities of the Department include the education class at Pakalveedu and the cleaning of affected areas in association with the NSS.
- The Department coordinated with health programmes conducted by the Government Hospital.
- Students’ participation in extracurricular activities were found to be good.
- Excellent academic results with the first three university ranks in the PG programme and a 3rd rank in the UG programme. Academic results of both undergraduate and postgraduate programmes were exemplary.

- Student progression to PG was found to be effective.
- The students were also given adequate entrepreneurial skills development classes.
- Faculty members actively engaged in administrative and other committee activities.

Suggestions

Regular and permanent faculty members are an asset to the Department. Students may be encouraged to participate and present papers in seminars/ conferences. Students may be provided with coaching for cracking competitive exams. Additional courses may be designed by the Department.

Department of Physics



Observations

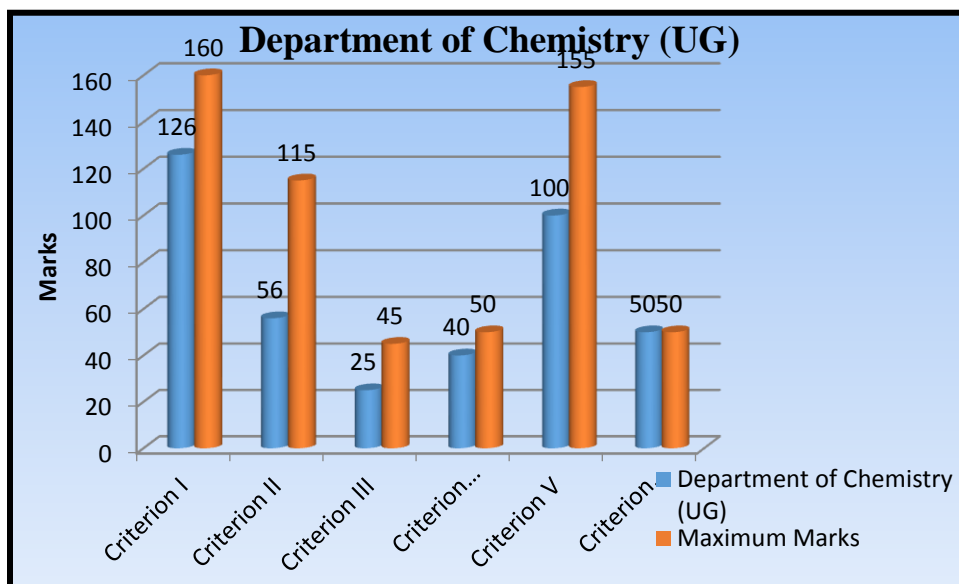
- The teaching-learning process is adequate and functional measures were introduced to make teaching more effective like the use of videos and models.
- Faculty participation in seminars and workshops were found to be excellent
- Interaction with experts and the conduct of subject related programmes needs to be appreciated since such programmes will provide more exposure to students.

- The Department's has put it great effort to secure funding from government agencies to conduct programmes and events like science popularization and national science day.
- Publication of research articles by faculty members in reputed journals is appreciated.
- Functional MoUs were helpful in providing students with more exposure.
- Career guidance activities were carried out by the Department.
- Association activities incorporates all types of activities like quizzes, seminar, documentary shows etc.
- Visits and seminars helped students to gain experiential learning in the field.
- Academic results are highly commendable with ranks in the university examination. Further, student progression to higher studies is exemplary.
- The Department had three certificate courses which helped students to get an in-depth knowledge of the discipline.
- Faculty members actively took part in administrative activities.

Suggestions

Academics was found to be excellent and the initiatives taken by the Department is noticeable in the results. The Department can focus on skill development programmes. Faculty members and students need to focus more on publications and paper presentations. The Department can take up funded research projects. Extension activities such as Soldering and PCB making, LED bulb assembling and star making needs to be appreciated as it benefitted the community. Students must be given more opportunities as part of extracurricular activities. Preparation for competitive exams may be provided.

Department of Chemistry



Observations

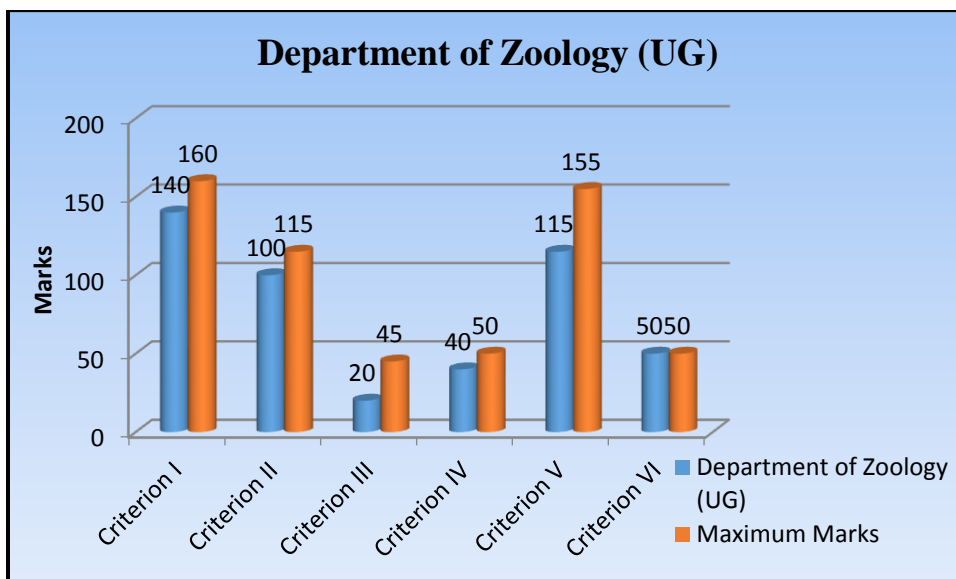
- Teaching-learning and academic were found to be excellent. Faculty used a variety of methods for improving academics like the conduct of continuous internal evaluation, remedial classes, extra classes and model exams.
- The Department conducted numerous seminars and commendable skill development programmes like the manufacturing of soaps, toilet cleaners and hand wash.
- Programmes like the “Milky Expo” aimed at developing the entrepreneurial skills of the students.
- Certificate course on ‘Food Quality Analysis’ needs a special mention.
- The Department organized a seminar on the Current Trends in Organic and Computational Chemistry CTROC2019 to augment the career potential and knowledge base of the students.
- Virtual lab is a unique feature of the Department that needs to be appreciated.
- Four students from the Department secured the SPYTIS Funding for Young Talent in Science and this can be seen as a distinct and extraordinary achievement of the Department.
- The Department is proficient in securing funds for projects and seminars.

- Soil analysis is a distinct feature of the Department.
- Faculty members had sufficient publications in reputed journals and students secured prizes for poster presentations in seminars.
- The excellent academic results reveal the calibre of the Department with a fairly high pass percentage and positions in the university examination. Students also made outstanding achievements in sports and other extra-curricular activities.
- Students progressed to higher studies and students were given proper career orientation guidance by external experts.
- Faculty enthusiastically took part in all the administrative and other supportive activities.

Suggestions

The overall performance of the Department was remarkable. The academic performance was excellent. However, the Department can secure minor research projects since the department possesses highly qualified faculty members. MoUs can be signed with other institutions. Students can be provided with coaching classes to crack competitive exams.

Department of Zoology



Observations

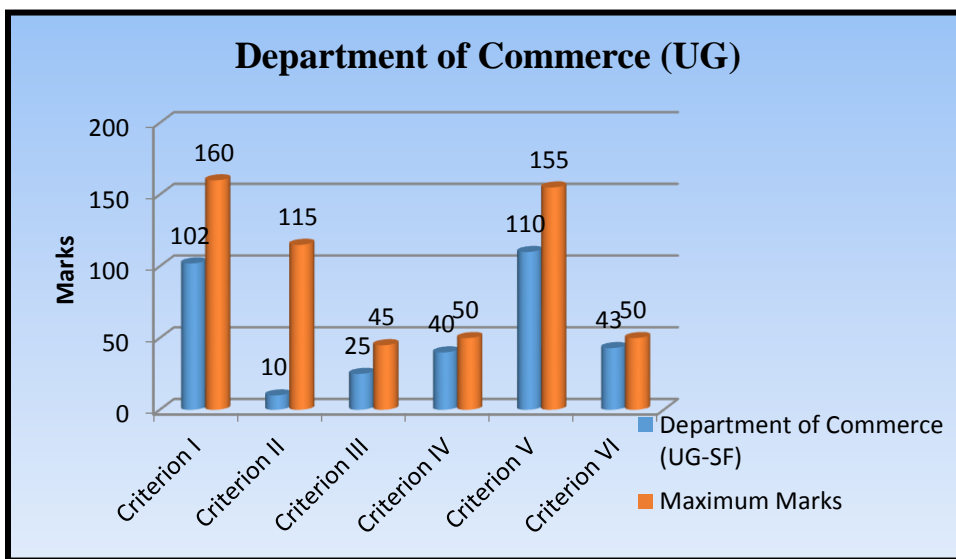
- The overall analysis reveals that the performance of Department was excellent.
- A distinctive feature of the Department is the initiative to implement the SCAWEP activities in the college which focuses on maintaining cleanliness in the institution and the conservation of water and energy resources.
- In the academic realm, the teaching-learning process was found to be excellent. Continuous evaluation, peer learning and viva helped the students to improve their academic proficiency.
- Faculty members attended seminars, training programs and refresher courses in their subject related fields. The faculty members also possess sufficient publications.
- Faculty members have proven excellence in their discipline and are often invited as resource persons.
- The certificate course on Premarital Counselling for Students is a distinctive course offered by the Department.
- Several field-oriented projects were conducted like the biodiversity assessment survey. Visit to laboratories and field trips helped students to understand the recent developments in the discipline.
- The Department needs to be appreciated for their sincere efforts in seeking funds from various agencies for conducting programmes and for doing research projects.
- Consultancy services in vermiculture and identification of earthworms is a highly remarkable service offered by the Department for the benefit of the community.
- Students have undertaken different extension services that were beneficial to the community, especially the help rendered to the flood affected area. They also expressed their commitment to the community by planting seedlings in the pokkaly fields with the help of NGO's.
- Students showed their excellence by participating and winning prizes in extra-curricular activities.
- Academic results were outstanding and a majority of students progressed to higher studies.
- Entrepreneurial skills were imparted to students.

- Faculty members were involved in administrative and other responsibilities.

Suggestions

Overall performance of the Department is remarkable and the Department can focus on signing MoUs for student exchange and faculty exchange programmes. The students can be provided with directions for cracking competitive exams. The Department can have tie ups with NGO's to collaborate and conduct programmes.

Department of Commerce



Observations

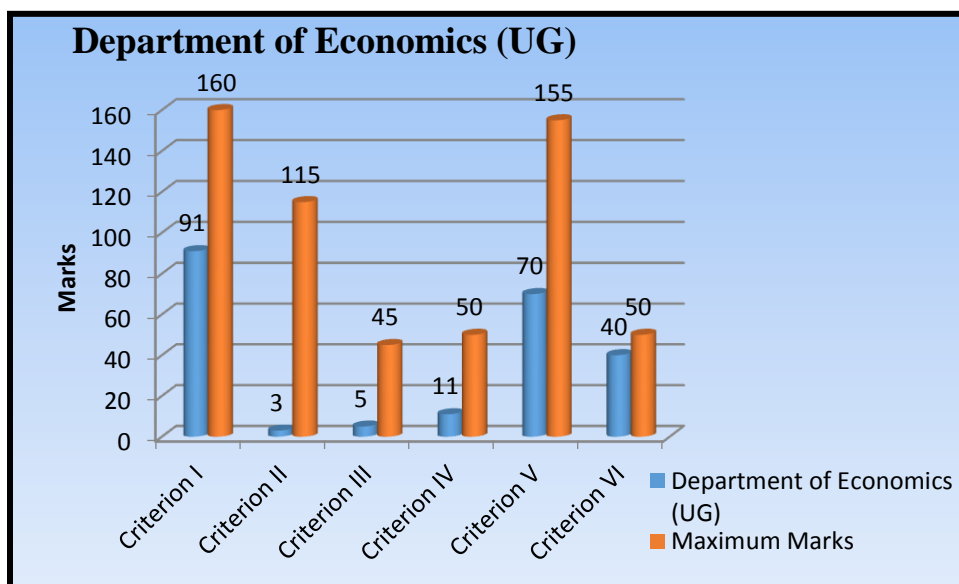
- The Department has a high potential and has shown excellence in several criterions. Research activities must be improved . Qualified faculty members and students with high potential are an advantage to the Department.
- Teaching-learning methodologies were practiced, participative learning was given due importance by the Department and industrial visits were organized.
- A remarkable feature of the Department was the three certificate courses which is suggestive of functional and active MoU's. An add on course in E-commerce makes the students aware of the recent trends in the field.
- Adequate number of career guidance sessions were given by eminent faculty members from external institutions.

- Students actively participated in extension and extra-curricular activities, which included seminars and competitions.
- The Department’s “Jhankar Beats” club was found to be active.
- Academic achievements were high, with one rank and eight distinctions. A majority of the students progressed to higher studies.
- Supportive activities were found to be remarkable and the Department provided effective career guidance and support in cracking competitive exams. Placement opportunities were also provided by the Department.
- Faculty members had actively participated in administrative activities.

Suggestions

The highlight of the Department is the overall performance of the Department. More focus can be given to research related activities. Funding may be generated for student projects and for the conduct of various programmes. Faculty members and students must attend seminars, present papers and can have more publications. Funding for research projects may be secured. Consultancy services can be offered by the Department.

Department of Economics



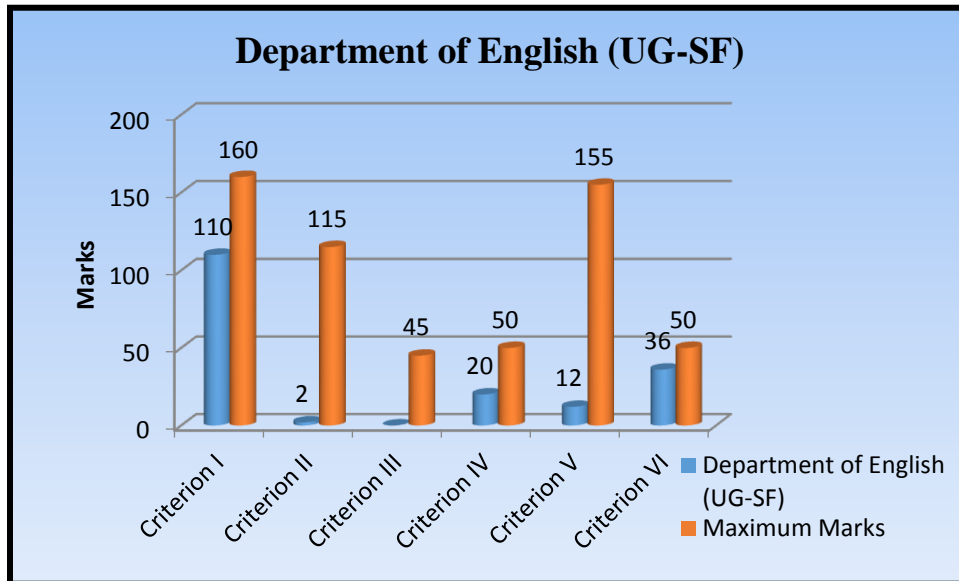
Observations

- The Department's highly qualified faculty members with PhDs and enthusiastic students display an enormous potential for future development.
- Teaching-learning methodology was found to be appropriate and students were given extra classes.
- Faculty members actively participated in seminars and were also invited as resource persons for various academic activities.
- Career guidance classes were given to students.
- The Department has a strong potential for future development and has currently applied for an PG programme in Economics.
- Faculty should focus on presenting papers and publishing research articles in reputed journals.
- Students had actively participated in extra-curricular activities.
- A distinctive feature of the Department is the coordination of the AICUF and the Human Resource Development Club activities.
- The Department did a commendable work in conducting a certificate course in research methodology.
- The overall results were good and a majority opted employment and few opted for higher studies.
- Academic and personal counselling was given to students.

Suggestions

The overall performance of the Department was good. The Department possesses highly qualified faculty members. The Department should have a PG programme and must transform into a Research Centre. Special attention may be given to research related activities. The Department should seek funding from agencies for minor research projects and seminars. Faculty members and students may try to participate in seminars and present more papers. The Department needs to sign MoUs with institutions for consultancy services, subject related talks and group discussions. The Department can offer coaching classes for students to crack competitive exams. The Department may initiate action for placement services. Special attention can be given to cultivate the potential of young entrepreneurs.

Department of English (Self Financing)



Observations

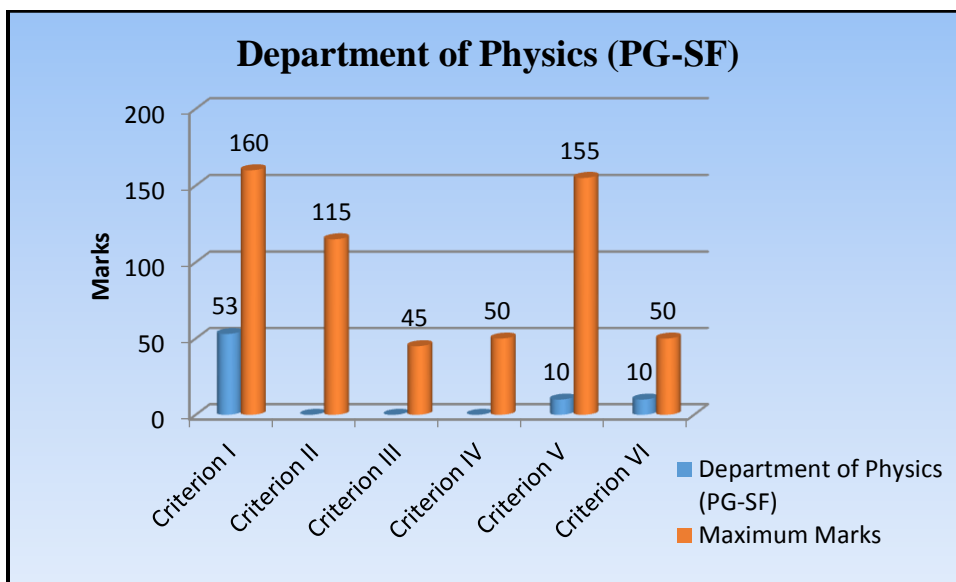
- The Department is self-financing; hence the lack of regular faculty members is a drawback for the Department.
- The overall assessment of the Department shows that there is a need for concentrated effort in research, consultancy and extension.
- The teaching-learning process using different methods was remarkable. In addition to the regular activities, frequent test papers and question paper discussions were also provided to the students.
- Teachers should attend seminars, workshops and must present papers in seminars and publish their research articles in reputed journals.
- Certificate course in communicative skills will enrich the knowledge of the students and instil a spirit of confidence in their professional lives.
- Opportunities were provided to enrich the skills of the students through the creation of manuscript magazine and classroom activities. They were motivated to participate in competitions.
- A distinctive feature is the finesse club, which was organized and coordinated by the Department.

- Innovation methods in teaching utilised by the Department includes visual methodologies, film shows, videos and student presentation programme.
- The Department must seek funding agencies to conduct seminars and other activities.
- Faculty must motivate students to participate in extension activities and consultancy services can be offered.
- Students must be given career guidance classes.
- The Department conducted several activities in the institution.
- Students of the Department actively participated in interdepartmental activities.
- Excellent academic results translates as a remarkable achievement of the Department.

Suggestions

The Department is self-financing and there is a need to focus on all criterion. Along with academics, students must involve more in extension activities. Students must be motivated to attend seminars and workshops to obtain a deep level of understanding of the recent trends in the discipline. Career-oriented guidance sessions can be provided to the students. Overall assessment suggests that there is a need for upgradation in all its activities.

PG Department of Physics (Self Financing)



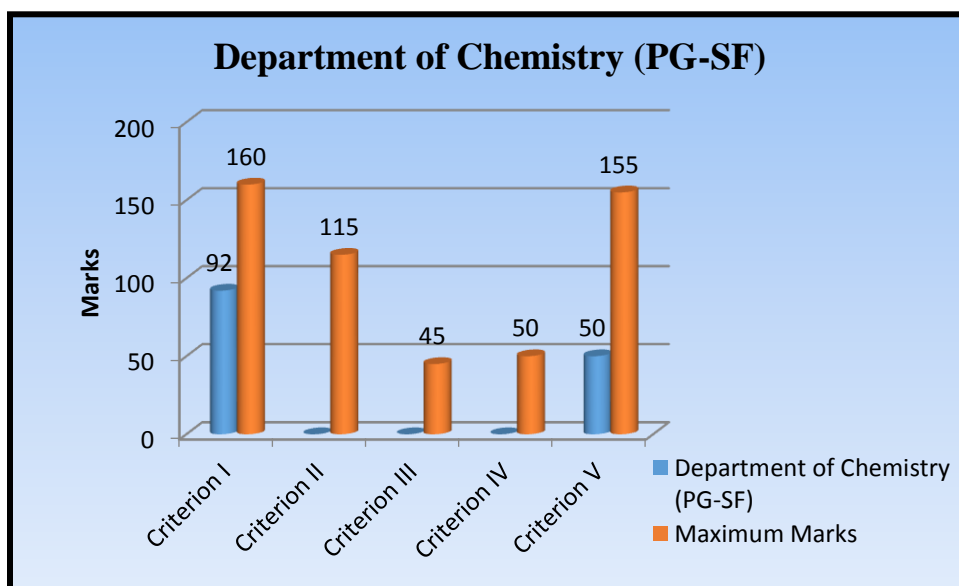
Observations

- Academic assessment suggests a need to improve the academic performance of the students through remedial teaching, extra course material and continuous evaluation.
- Student progression and other student related activities were found to be negligible.
- The Department should focus more on research and students should be encouraged to participate in seminars and workshops.
- Student oriented career guidance is required.
- Students should be encouraged to take part in interdepartmental activities and competitions.
- Funding for student projects can be secured by the Department.

Suggestions

The Department needs to find out the weak areas of performance through feedback collection from the stakeholders. The Department is self-financing and hence there is a need for regular staff. The students must be motivated and initiated to take part in all activities that will aid in the holistic development of the students. Coaching classes for cracking competitive exams may be provided.

PG Department of Chemistry (Self Financing)



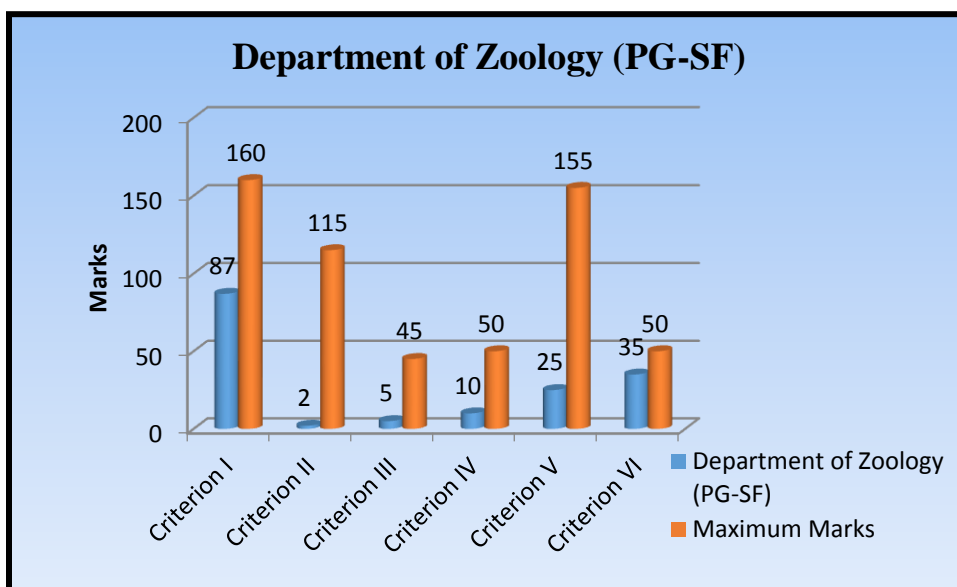
Observations

- Teaching-learning process was found to be effective and the Department utilised all possible teaching methods for effective learning.
- Internal evaluation, assignments etc. were also used for effective teaching.
- Faculty members have attended seminars and workshops.
- Good academic result is a remarkable achievement of the Department.

Suggestions

The Department is self-financing and needs to focus on gaining funding from institutions. To keep in pace with the recent developments, the students and faculty members should attend seminars and related programmes. Students and faculty members may present papers and publish articles in reputed journals. The Department should focus on student and faculty research projects. Consultancy and extension services will aid in the holistic development of the students. Career guidance sessions and coaching classes to crack competitive exams must be provided to the students. Students must also engage in extracurricular and supportive activities.

PG Department of Zoology (Self Financing)



Observations

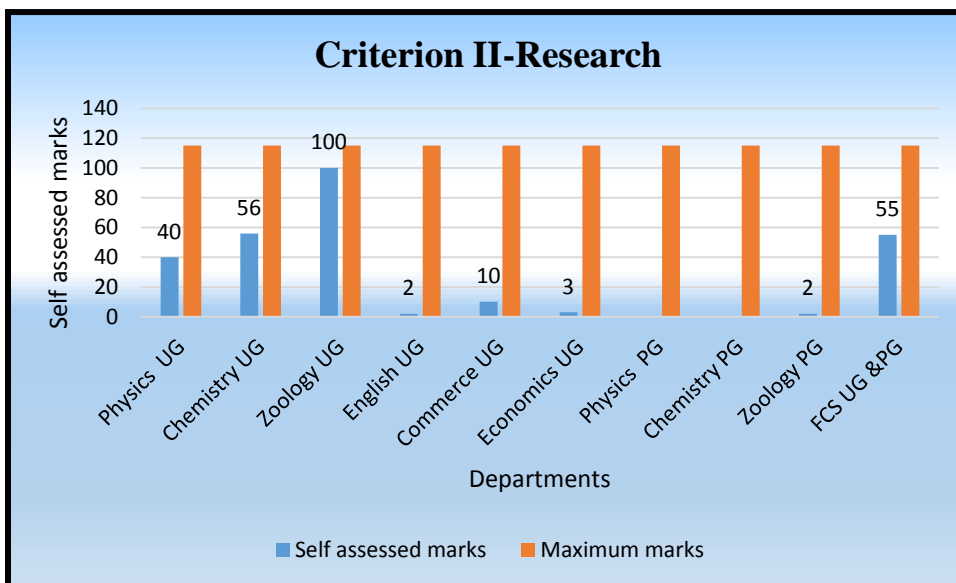
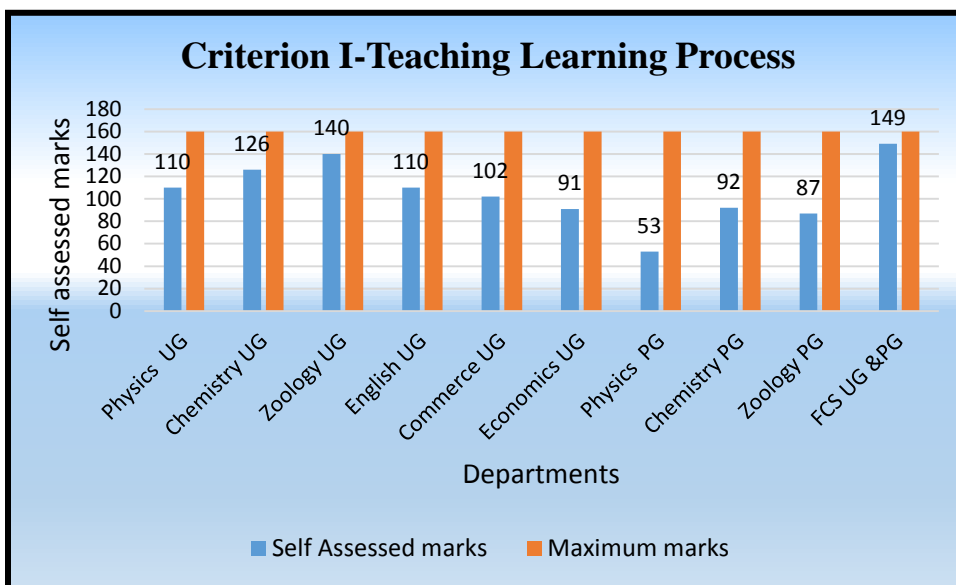
- The teaching-learning methods were adequately used, including computer aided learning.
- Faculty must attend more seminars and publish articles in journals.
- Skill development programme on “Working Methods on Laboratory Equipment and Instruments” is a commendable effort by the Department.
- The extra-curricular activities and career guidance programme conducted by the Department were remarkable.
- Good academic results with third position in the university examination is an exemplary achievement by the Department.

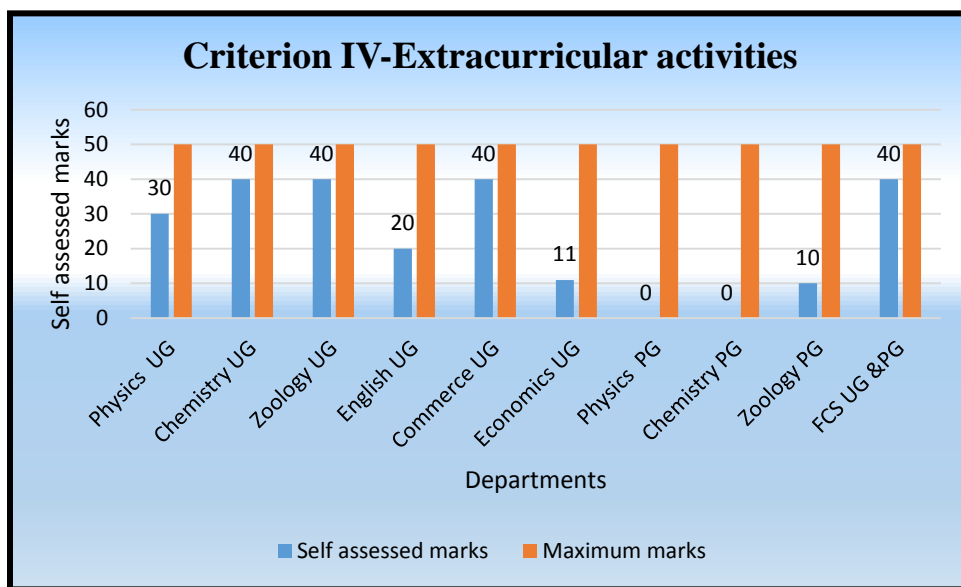
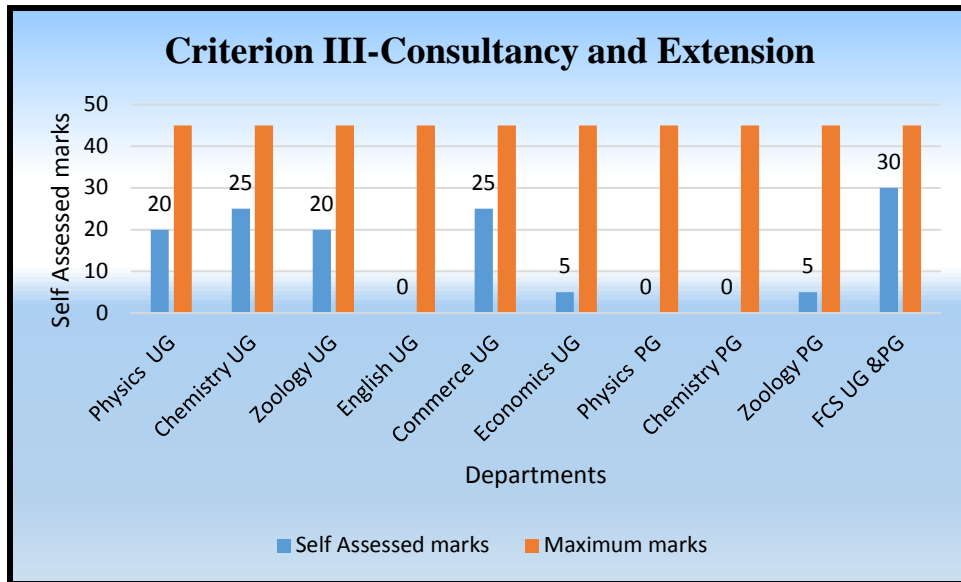
Suggestions

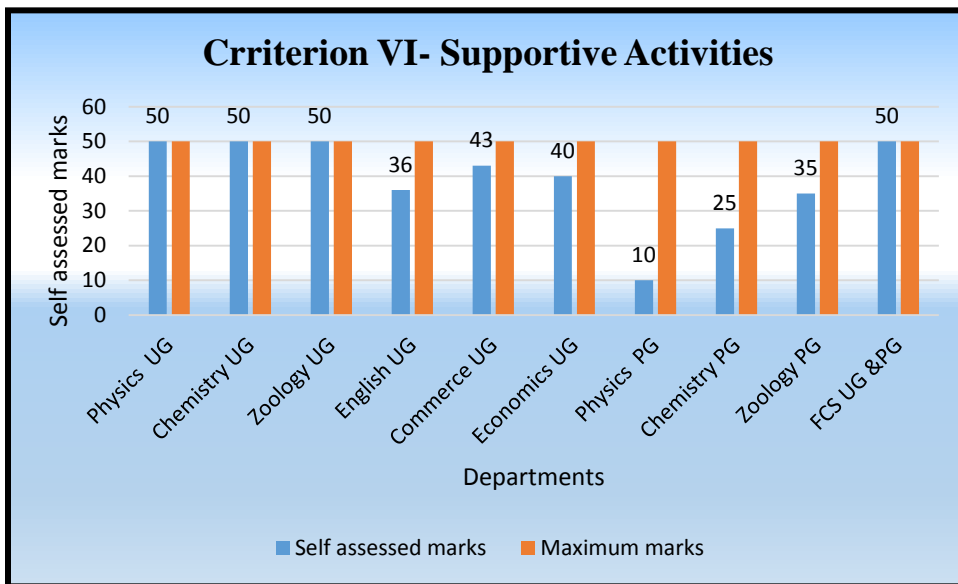
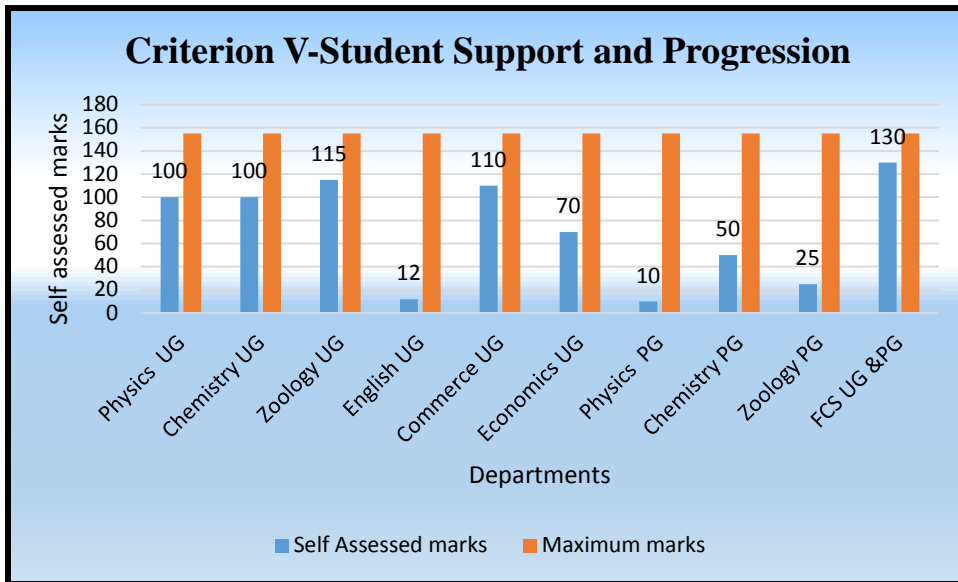
Being a PG Department, the Department has a great potential for development. More focus should be given to research related activities. Students need to acquire more exposure by attending more seminars and presenting papers. Funding must be secured from organizations for student projects and workshops. Consultancy services can be offered by the Department. Student must be encouraged to participate in extension and extracurricular activities. Feedback must be collected from the stakeholders and additional certificate courses can designed and offered by the Department.

Criterion-wise analysis of departments

The criterion-wise analysis of each department is presented in histogram.





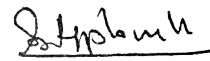


The audited report for the year 2018-2019 is submitted by:

1. External Auditor: Dr.Harry Cleetus, Former Principal, St.Albert's College
Ernakulam.



2. Educational Councillor : Rev.Dr.Sr.Alphonsa M.K., CSN



3. IQAC Coordinator: : Ms.Shiny K Ittiachan

