



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
2019-2020**

Academic Administrative Audit Report 2019-2020

The annual academic audit was done using a format for preparing self-study report. The Self study report was prepared by each department of the institution at the end of every academic year. The self-assessed reports were submitted to the Internal Quality Assurance Cell (IQAC). The IQAC decided to conduct the audit as internal. Based on the self-study report and the recommendations given by the auditing panel, the IQAC cell had prepared a detailed report. The auditing panel includes:

1. Principal of the College : Rev.Dr.Sr.Rosily A.V.
2. Educational Councillor : Rev.Dr.Sr.Alphonsa M.K., CSN
- 3 IQAC Coordinator: : Ms.Shiny K Ittiachan

General Observations

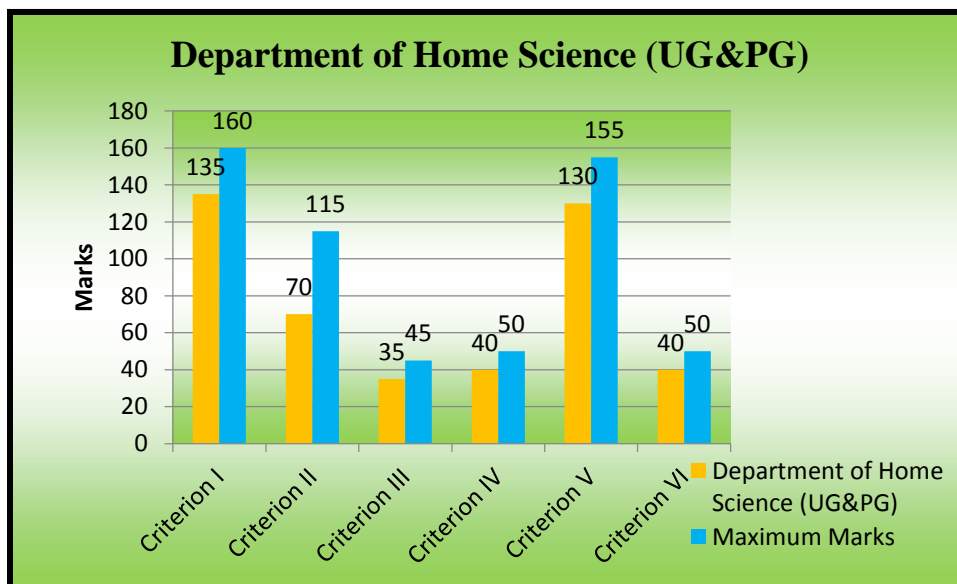
1. The institution is located near to highway in Nedumbassery gram panchayath with wide area and the access to Kochi international airport, bus stations and Railway station
2. The college is wrapped with greenery and eco friendly practices may be noticed in the campus.
3. College received the Paristhithi Mithra award for the year 2019-2020.
4. The district Poshan Abhiyan was flagged off from campus.
5. Two week Technology management development training programme in food sector organised in association with the district industries centre, was a remarkable one with the focus on developing entrepreneurs.
6. EBSB - Ek Bharath Sreshta Bharath club activities had a good beginning in the college.
7. To bring out the creative skills and talents, a fashion show was hosted with the costumes deigned by the PG students.
8. Punarjani” an exhibition which helped in experiencing skills of students.
9. Students exceled in sports with great achievement ranging from district to international level.

10. The overall ambience of the institution is ideal for the overall development of a student.
11. The Management, Principal, faculty members and students work in closely knit network abiding to the rules and regulations of the institution.
12. Well-equipped classrooms and laboratories help in the proper functioning of the institution.
13. Numerous certificate courses were offered for the students in different subjects.
14. Most of the faculty members are highly qualified and many of them have doctoral degrees.
15. The IQAC team designs the framework of the various academic, extra-curricular and extension activities of the institution and takes adequate steps to implement it appropriately.
16. An action plan is prepared for each year and is implemented with the help of the various Departments of the institution.
17. Students were informed of scholarships which is applicable to them and college office helped them in securing it.
18. Library was well equipped with books, eBooks, and online resources. The computerised library offered students easy access to books.
19. Tutorial, mentoring, remedial and continuous internal evaluation helped the students to secure good grades in studies.
20. Faculties adopt all possible measures for effective teaching. They had attended seminars Faculty development programmes etc.
21. Regular Parent Teacher Association meetings were conducted to get recommendations and suggestion from its stakeholders, and necessary measures were adopted.
22. College were honoured to have blessed of meritorious achievement with Ranks at UG and PG level. The rank holders were honoured during merit day.
23. Due to Pandemic the online sources were mostly utilised. Faculties prepares Course plan and provides the students with effective types of learning methodologies. Collects feedback from students and adopt corrective measures accordingly.

24. College publishes “Star Research Reach “an international peer reviewed journal which promotes and gives platform for young researchers.
25. The college observes all important national days, provide ample opportunities to organise activities. Fresher’s day, Talents Day, Kerala Piravi Feast Day of Principal which help in exploring the creative and organisational talents and skills of students.
26. “Share a meal” programme helped students understand the need to care for the needy.
27. “Save a Star” was an unique platform where students extended helping hands to their friends who are in need.
28. Different clubs provide ample opportunities for refinement of talents among students
29. Incitement programme emphasized the importance of value based education among students.
30. Women cell and Youth Red Cross are active in the campus.
31. Career guidance cell coordinates the placement and career related activities.

Department wise observations and suggestions

PG and Research Department of Home Science



Observations

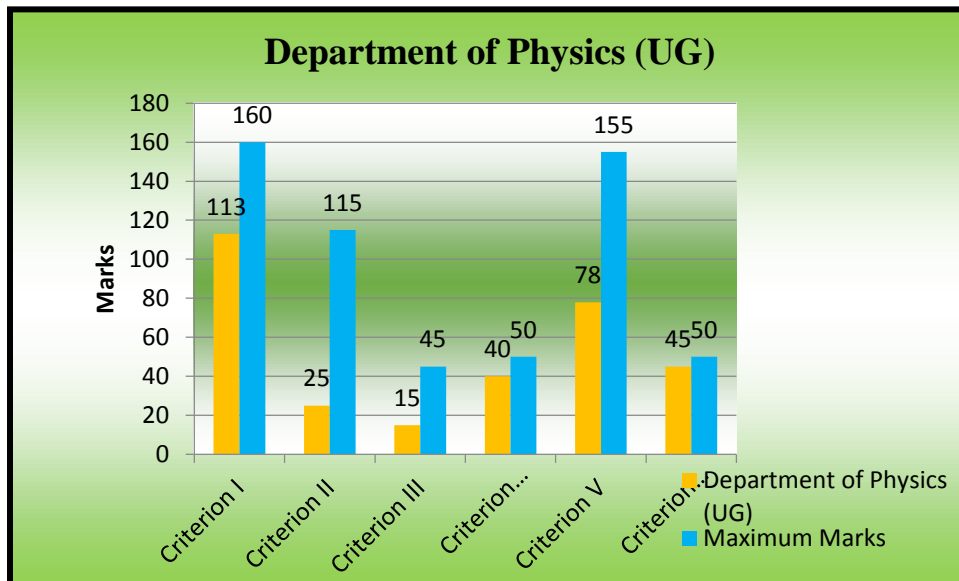
- The faculty members have utilized various innovative teaching-learning methods for making the learning experience more effective.
- Faculty members have attended various seminars and workshops for augmenting their teaching skills and knowledge.
- The Department has provided internship and lecture series programmes to keep the students aware of the recent trends in the discipline of Home Science.
- Faculty members have published numerous research articles in reputed international/national journals.
- The Department regularly publishes a biannual international peer reviewed journal.
- The Department has organized the Technological Management Development Programme (TMDP) in the food sector in association with District Industries Centre, Government of Kerala for promoting entrepreneurship and financial empowerment. The Department has also conducted workshops on “Safe to Eat Foods”, research methodology and FSSAI.
- The Department has signed a MoU with Insight, Kochi for certification in FSSAI.
- Diet counselling services were provided for the students and the public.
- Health related extension activities were provided to the public.
- Adequate extra-curricular activities.
- The academic results of the UG and PG Programmes were excellent and the students were rank holders at the University level.
- A majority of the UG student progressed to higher studies and a few got placement. Among PG students, a majority has obtained placement in various institutions and organizations.
- Faculty involvement in administrative activities were adequate.
- The Department has also organized a certificate course in Fashion Designing.

Suggestions

The overall performance of the Department is excellent. The faculty members should apply for minor research project and funding for conducting national/ international seminars. The regular publishing of the biannual international peer reviewed journal is commendable.

However, the Department can also apply for UGC CARE listing. The Department can initiate UGC NET JRF coaching classes.

Department of Physics



Observations

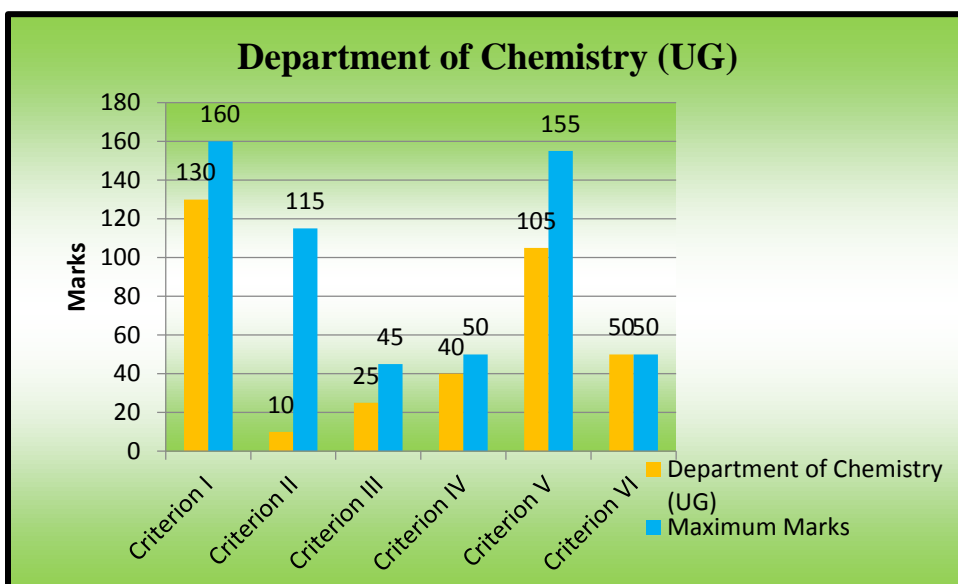
- The overall performance of the Department seems to be excellent with good academic results and other activities.
- The teaching learning methods were used appropriately and several programmes related to the discipline were organised by the Department to create awareness about the recent trends in the discipline.
- Faculty members of the Department participated in seminars, orientation classes and workshops.
- Certificate course in C++ was conducted by the Department to augment the students' career opportunities.
- The Department has the advantage of an MoU that was signed for academic and research purposes. Partnership for "Urjakiran" with Centre for Environment and Development is a remarkable achievement of the Department.
- The extra-curricular activities were promoted by the Department.
- Talks, creative and interactive activities were arranged by the association to keep pace with the recent trends in the discipline of Physics.

- Excellent academic results and positions in the university examination symbolises the academic performance of the Department.
- Faculty members were engaged in administrative and supportive activities

Suggestions

The Department must focus on research, consultancy and extension. The activities conducted by the Department were excellent. Faculty members have to participate in paper presentation and publish articles in reputed journals. The Department may apply for Minor Research Projects. Training can be given to prepare students for competitive exams.

Department of Chemistry



Observations

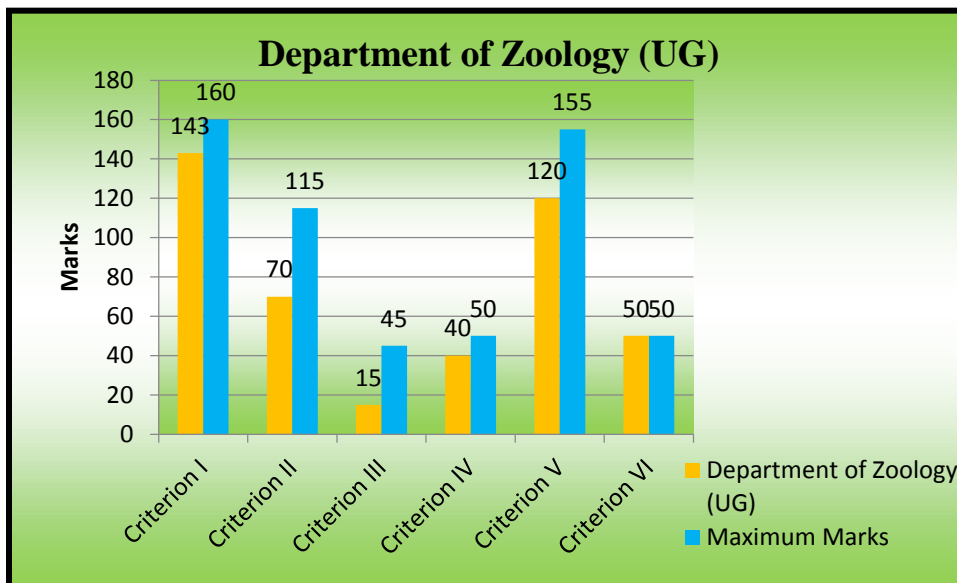
- The Department has implemented various teaching-learning methodologies by the inclusion of methods like quiz, group discussion, classroom teaching and semi surprise tests. Virtual labs and YouTube videos also enhanced the teaching-learning process.
- The faculty members have attended various seminars on research in Chemistry, research methodology and intellectual property rights.
- The Department has organized pragmatic and career oriented skill development training programmes.

- The certificate courses in “Food Quality Analysis” and “Advanced MS Office” are exceptional courses that help students in augmenting their academic knowledge and skills.
- The Department has organized various lectures for keeping the students in touch with the recent trends in the discipline of Chemistry.
- The Department has signed an MoU with AKAY Flavors and Aromatics, Kochi for conducting subject related programmes.
- Consultancy services in soil analysis has proven to be beneficial to the community.
- Charity programmes for enhancing social responsibility is commendable.
- Student participation in extra-curricular activities represents the commitment of the students and faculty members for holistic growth.
- Academic excellence is evident from the results of the programme and the high percentage of student progression.
- The Department has contributed immensely to the administrative and supportive activities of the institution.

Suggestions

The overall excellent performance of the Department coupled with the expertise of the highly qualified faculty members can aid the Department to achieve greater heights in the field of academics. Faculty members can apply for Minor Research Projects and funding from external agencies to conduct various programmes. The faculty members can engage in paper presentations and publication of research articles.

Department of Zoology



Observations

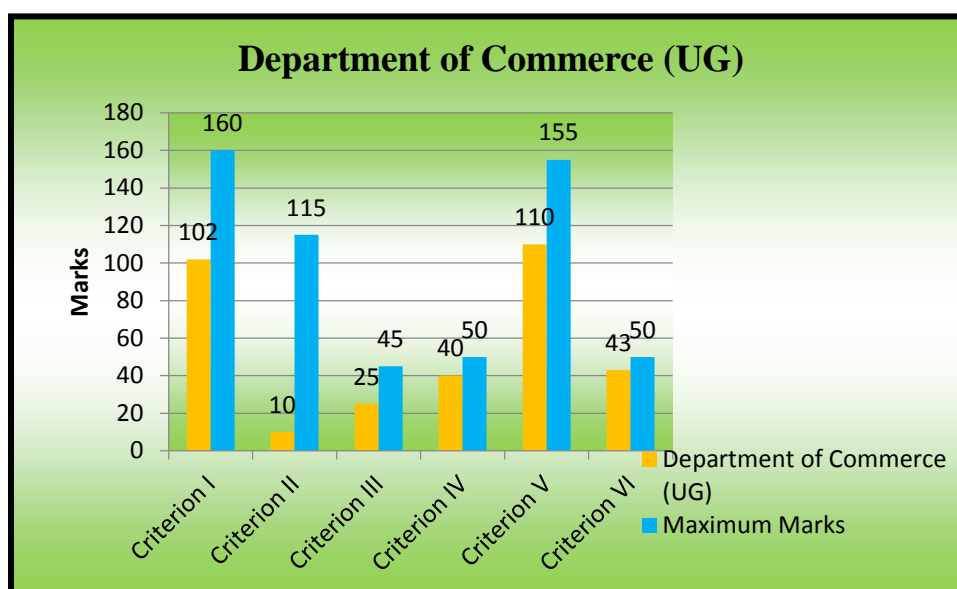
- The teaching learning process was found to be excellent with the use of various methods in the teaching learning process. In addition to the usual methods, the use of models and a museum are distinctive features of the Department.
- Academic performance of students was found to be outstanding and students progressed to higher studies after UG.
- Students of the Department organized exhibitions related to their discipline. Field trips and seminars also helped the students to be aware of the recent trends in their subject field.
- Effecting funding resources for conducting programmes were pooled out.
- Faculty members were editors of different subject related books and contributed chapters in edited books.
- Consultancy in the field of vermiculture by the Department is praiseworthy.
- Career counselling was given to students and it was noticed that students had remarkable achievements in extra-curricular activities.
- The Bhoomithrasena club was found to be actively functioning under the Department and the effort taken to organise an exhibition on medicinal plants - “Punarnavam” is admirable.

- Certificate course on Premarital Counselling is a distinctive programme offered by the Department.

Suggestions

The Department functions in a picture-perfect manner which is really appreciable. More focus may be given to secure minor research projects, MoUs and faculty publications. Students may be given training to crack competitive exams.

Department of Commerce



Observations

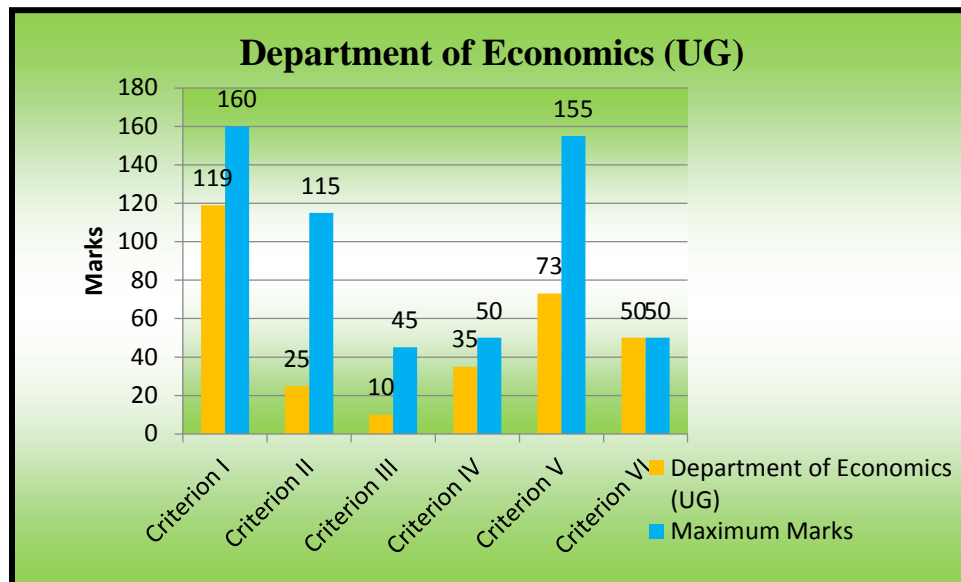
- The Department was successful in academics and other aspects, the excellent cent percent result of the Department suggests the effective utilisation of teaching methodologies, especially participative learning.
- Faculty members have attended numerous seminars to track the recent developments in their discipline. Considerable number of publications were also observed.
- Students were given ample opportunities to understand and experience their subject through field trips.
- Department actively organised several career guidance classes and invited talks.
- The students of the department had a special aptitude towards extra-curricular activities.

- The progression of students was observed.
- The Diploma in GST, organized by the Department helped students to augment their academic calibre.

Suggestions

Though the Department is young, it has proven its excellence in all aspects of academic life. However, the Department can seek funding from agencies to conduct seminars and research projects. Consultancy services can be offered in business and tax. Extension and supportive activities will aid students to take up more community responsibilities.

Department of Economics



Observations

- The impressive academic results of the Department reveals that the teaching-learning methodologies were utilised effectively. A majority of the students progressed to employment than higher studies.
- Faculty participation in seminars and workshops and the Department's organisation of seminars and workshops is commendable.
- Career guidance classes and invited talks aid students to be aware of the recent trends in their discipline. Focussed skill development programmes were given to the students. Employment skill development programme were also

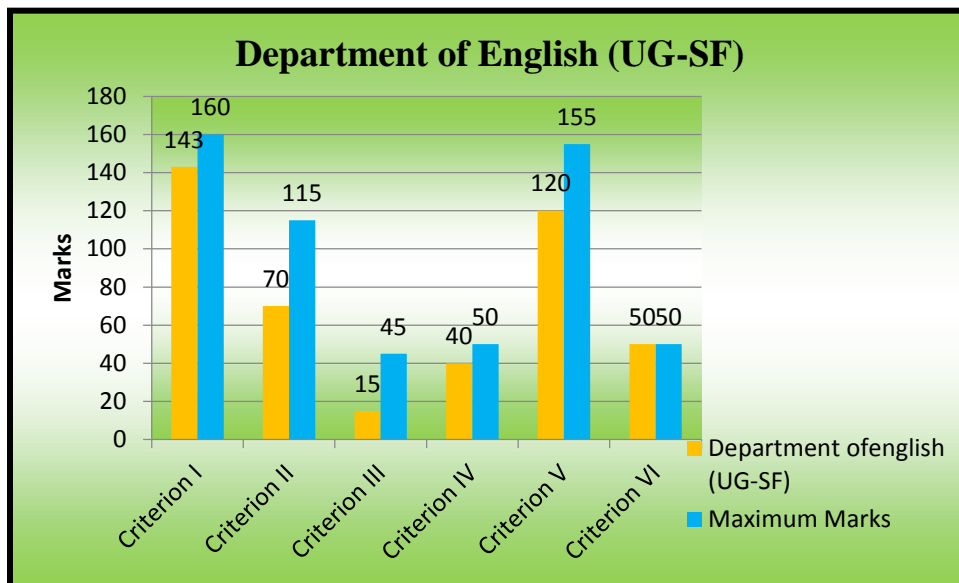
organised by the Department. To create consumer rights awareness, the Department organized a course on Consumer protection Act.

- Certificate course on research methodology was a remarkable course conducted by the Department.
- AICUF and Entrepreneur Development Club functions under the control of the Department. Students were encouraged to partake in extracurricular and association activities.
- Counselling for placement and supportive activities were provided. The faculty members were actively involved in administrative responsibilities. Student counselling sessions were conducted regularly.

Suggestions

The complete evaluation suggests that the Department is active in all the areas of academic life. The can attain greater heights if the PG programme is sanctioned and the potential for the Department to evolve into a research centre is high due to the availability of qualified and experienced staff. Faculty members may apply to secure funding for seminars, student projects and faculty projects. Consultancy services and debates can be organised. The Department can have functional MoUs. Placement services may be hosted and coaching classes for competitive exams can be arranged.

Department of English (Self Financing)



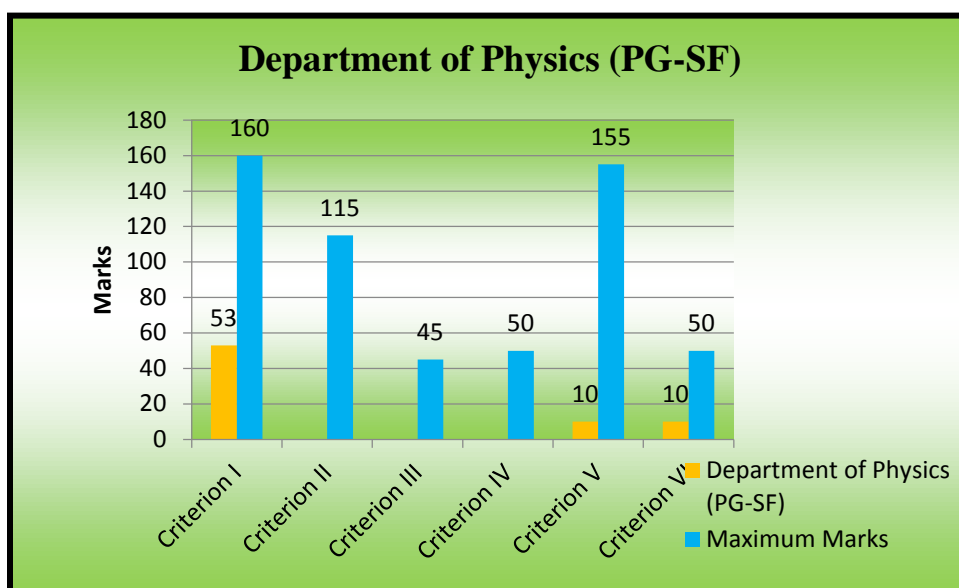
Observations

- The Department envisages the development of its students. Hence teaching learning methodologies were implemented effectively, including the use of e books, YouTube videos, and film shows.
- Certificate course on Business English was found to be pragmatic and excellent for optimizing career growth.
- The Department promoted creative thinking ability of the students through the manuscript magazines, “Morning tweets”, “Star Voice”, and “Malayala Bhashavicharam”.
- The conduct of an international seminar by the Department is commendable.
- Newspaper distribution to students can be termed as an initiative that inculcated reading practice among students and helped students to stay updated about the contemporary issues.
- The academic success was evident in the undergraduate results of the Department.
- A majority of the students progressed to higher studies.
- The Department actively promotes and motivates students to participate in extracurricular events.

Suggestions

The overall assessment of the Department suggests that the Department performed well in almost all the criteria. The Department can further focus on betterment by improving research related activities. Proposals for funding can be applied for the conduct of seminars and research projects. Consultancy services and career guidance may be provided. Coaching for competitive exams and a course on communicative English may be offered to the students of other departments. Entrepreneurial skills may be developed by organizing orientation classes.

PG Department of Physics (Self Financing)



Observations

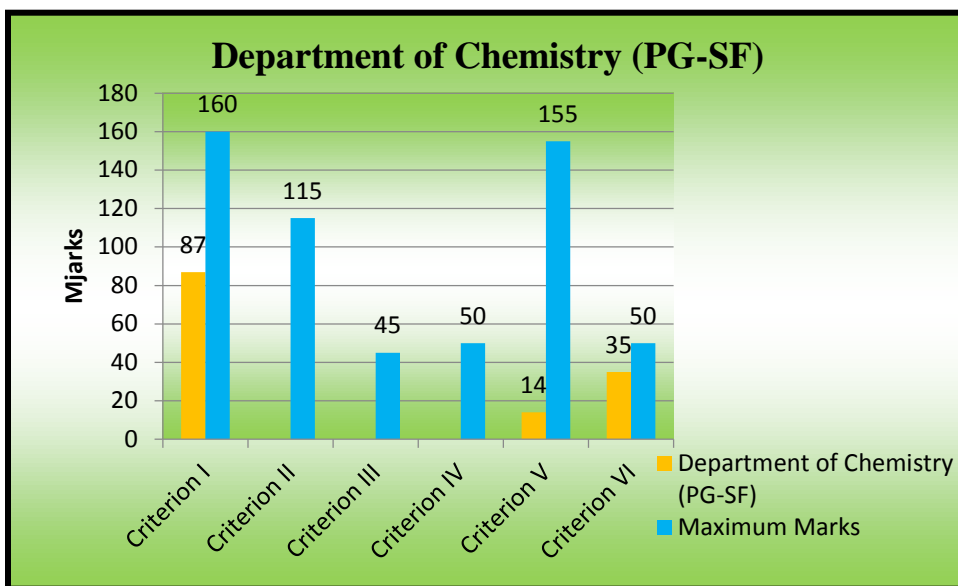
- The Department performed well in teaching-learning, and teaching methodologies were used effectively.
- Students progressed to employment.
- The faculty members of the Department provided supportive activities.

Suggestions

The Department focused on teaching learning, but the focus on other criteria seems to be less. The lack of a regular staff is drawback. The faculty members need to be well qualified. An orientation programme should be provided to the faculty members.

Being a PG Department, the faculty members must focus on getting more of exposure by presenting research articles, by participating in seminars and workshops and by encouraging students to do the same. The Department may also conduct programmes beneficial to students and faculty members. A comprehensive approach with better strategies is required to improve the Department.

PG Department of Chemistry (Self Financing)



Observations

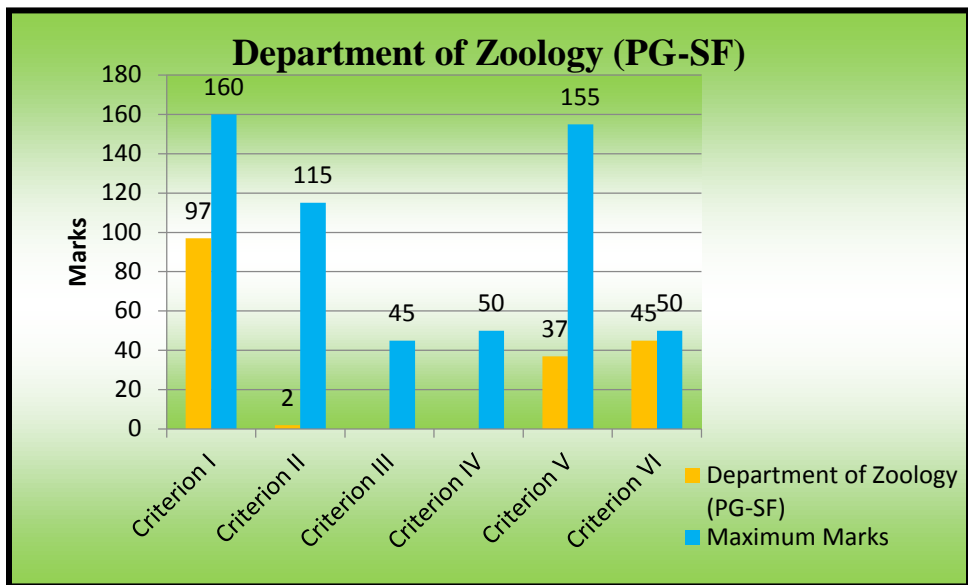
- The Department focused mainly on teaching-learning methodologies by the use of a free software called Firefly and games for teaching computational chemistry.
- The scores of teaching methodology were better and good academic results for PG was observed.
- The faculty members attended seminars and published papers in reputed journals.
- The student progression was better.
- The supportive activities of the Department are commendable.

Suggestions

The Department is self-financing and the focus on teaching methodologies was adequate. However, the Department should focus on research. While the need for research consultancies and research projects is important for a PG Department. Faculty members must focus on

extension activities and encourage students to take part in activities that will provide students with a platform for development. Extracurricular activities may be promoted among students.

PG Department of Zoology (Self Financing)



Observations

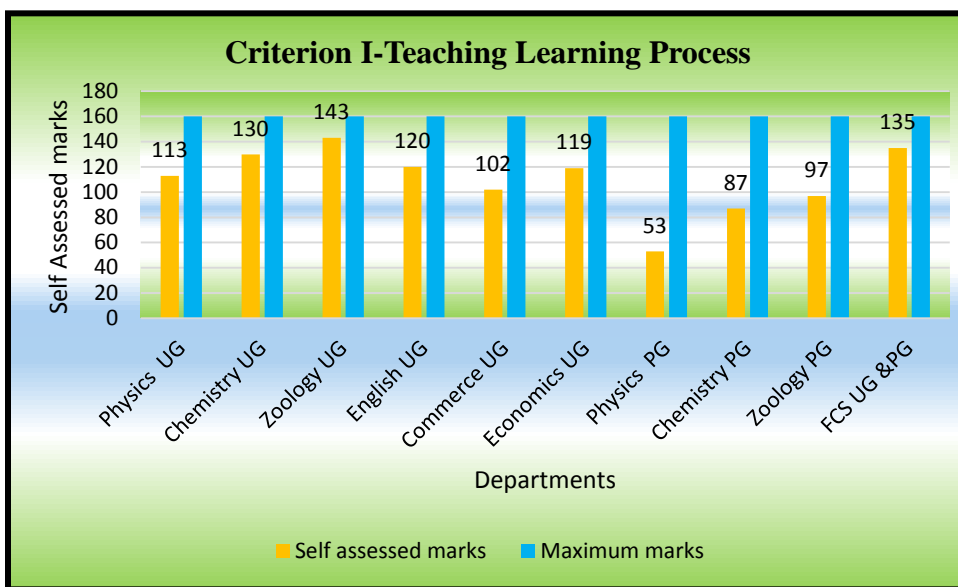
- The performance of the Department seems to be good in teaching-learning, student progression and supportive activities.
- Teaching-learning methodologies were used efficiently with the use of computer aided learning and videos.
- Skill development orientation classes on laboratory equipment and instruments helped the students to develop their practical skills.
- Faculty publication in international journal seems to be good. However, students and faculty members should be encouraged to publish more papers.
- Student results were good, with a third rank in university examination and five students secured distinction.
- Students were encouraged to perform public speaking and interact in different sessions.

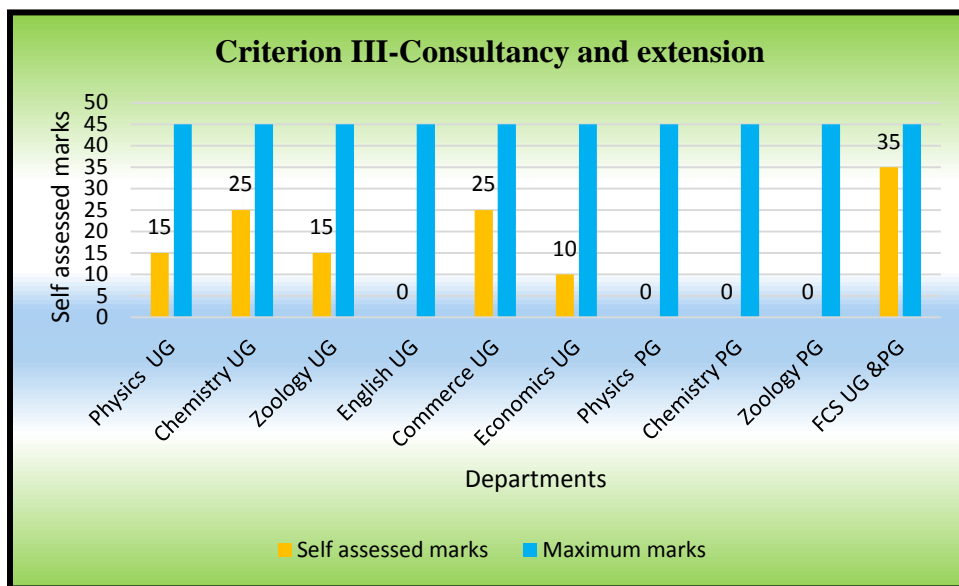
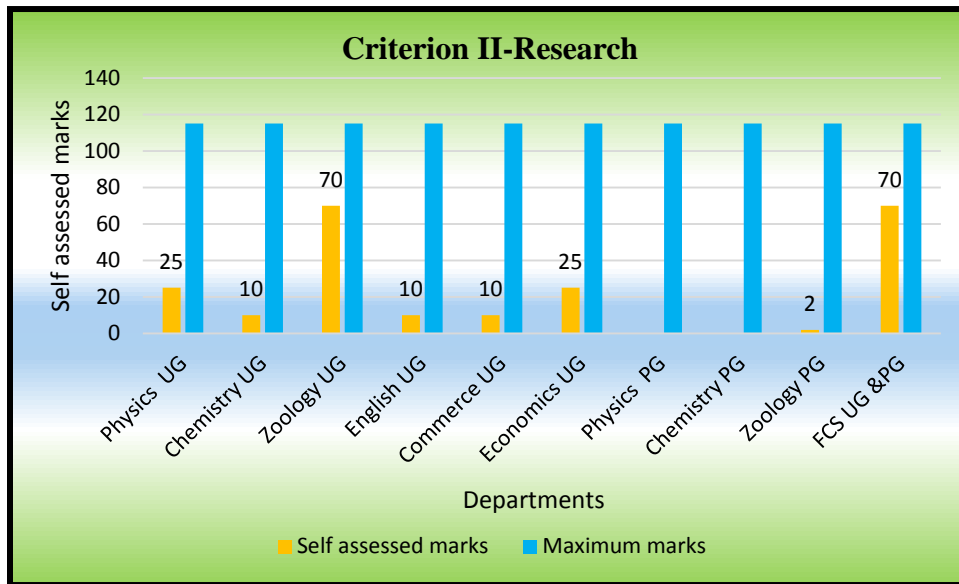
Suggestions

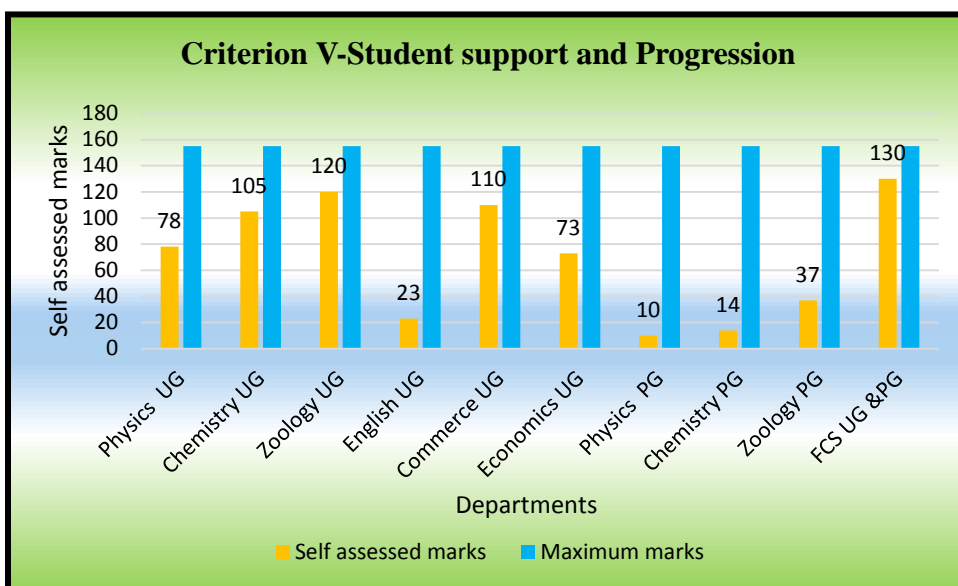
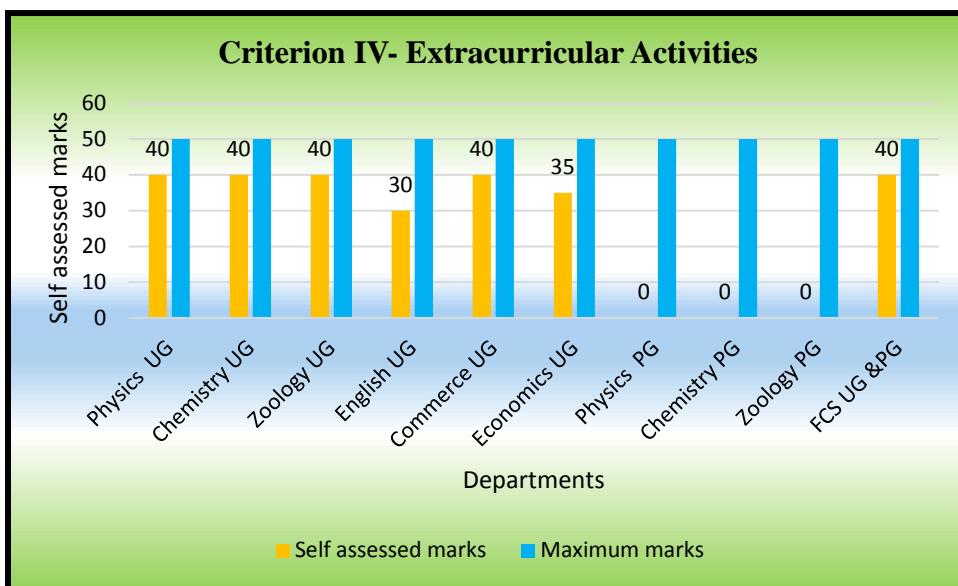
The Department should aim high. The rank in PG university examination is a remarkable achievement but more focus should be given to seminars and paper presentations. Engaging in research will aid the students and teachers to be aware of the recent developments in their discipline. Invited talks can be held for more interaction and expanding knowledge. Special attention should be given to consultancy, extension and extracurricular activities. Students can be provided with coaching classes for cracking competitive exams. Entrepreneurial skill development and supportive activities should be given more priority.

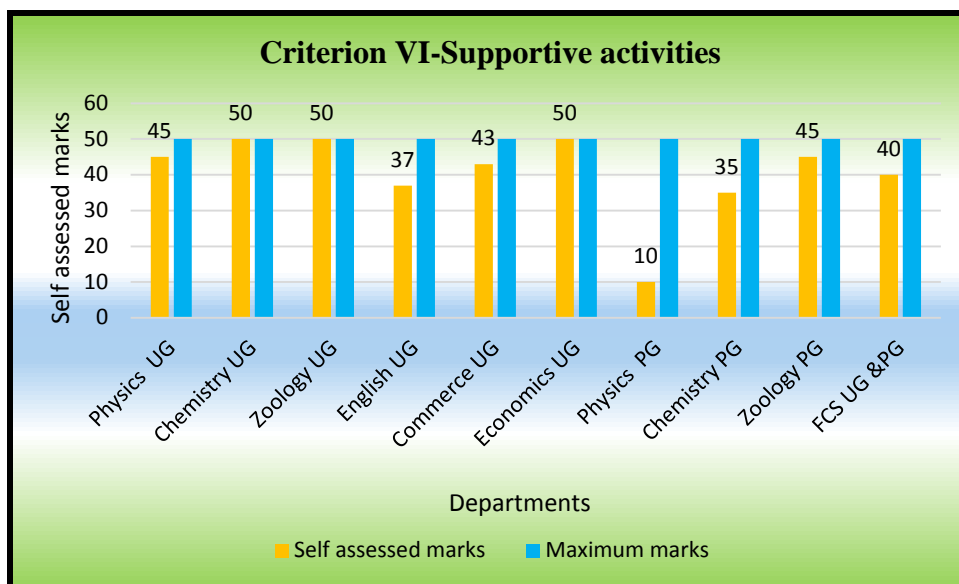
Criterion wise distribution

The department-wise and criterion-wise scores of the analysis is depicted in the following histogram.










The Annual academic and administrative report for the academic year 2019-2020 was audited by:

1. Principal of the College : Rev.Dr.Sr.Rosily A.V. 

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

3 IQAC Coordinator: : Ms.Shiny K Ittiachan 