



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
2020-2021**

Academic and Administrative Audit Report 2020-2021

The Annual Academic and Administrative audit of Morning Star Home Science College, Angamaly was done using the format of a 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 externally. Based on the self-study report and the observations given by the auditing panel, a detailed report furnished with general and department wise observations and suggestions was prepared. The auditing panel includes:

1. External Expert: Dr. Sony Kuriakose, Assistant Professor, Nirmala College, Muvattupuzha

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

3 IQAC Coordinator: Ms. Shiny K Ittiachan

General Observations:

1. The institution is located adjacent to the national highway in the Nedumbassery gram panchayath with easy access to Kochi international airport, bus stations and Railway station.
2. The institution provides a peaceful environment with a variety of sustainable development initiatives such as rain water harvesting, solar on-grid project etc.
3. The institution won the green college award and the prize was given for the sincere contribution and quality service towards increasing the green cover of the planet.
4. Most of the festivals were celebrated online with variety of programmes.
5. Energy Conservation Club, Sports and Fitness Club, Consumer Protection Club, Bhoomitrasena Club and other clubs of the institution were found to be active and functional.
6. The IEDC cell was initiated by the college and the cell hosted seminars for augmenting the entrepreneurial skills of the students.

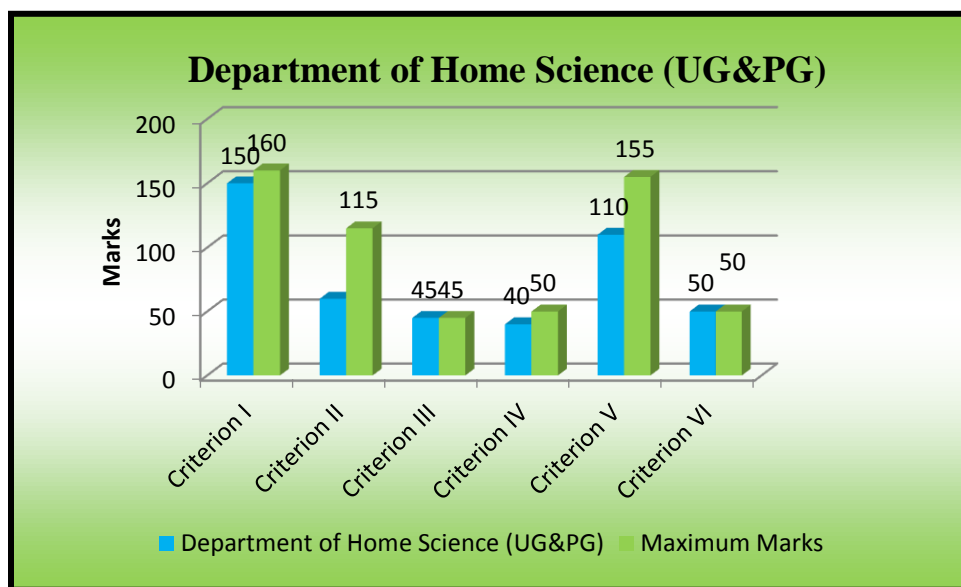
7. As part of “Ek Bharath Sreshta Bharath”, a wide variety of programmes were organised.
8. The Institution’s Innovation Council (IIC), an initiative by the MHRD, which focused on building a culture of innovation among higher educational institutions was found to be active in the institution.
9. Rural Entrepreneurship Development Cell encouraged student entrepreneurs by organizing programmes for success in entrepreneurship.
10. Star Entrepreneur Centre in association with Sarvodaya Sangh, produced and marketed innovative products.
11. Women Cell Shreyas hosted several online training sessions.
12. A new PG programme, M.A Business Economics, was officially inaugurated on 20th January 2021 by the Honourable Vice Chancellor.
13. B.Voc course in Applied accounting and Taxation commenced on December 2020.
14. The institution regularly applies for NIRF ranking.
15. The Covid 19 pandemic led to the optimization of online education and the new teaching methodologies were successfully adopted and familiarised by the faculty members and students. In spite of the pandemic restrictions, the college functioned efficiently and developed strategies to mitigate the emergent health issues.
16. Online programmes and internships were organised for the students.
17. To be aware of the problems and issues of online education, the principal and faculty members conducted online PTA meetings with parents and necessary arrangements were made to ensure effective learning. Financially backward students were supported by the institution to attend online classes by providing them with mobile phones and free data recharge.
18. The online learning was made more attractive by using interational online tools.
19. EBSB - Ek Bharath Sreshta Bharath club activities were actively organized in the institution.
20. The overall ambience of the institution is conducive for the holistic development of a student.

21. The Management, Principal, faculty members and students worked together by abiding to the rules and regulations of the institution.
22. Well-equipped classrooms and laboratories help in the proper functioning of the institution.
23. Numerous certificate courses based on different disciplines were offered to the students.
24. A majority of the faculty members are highly qualified and many faculty members possess doctoral degrees.
25. The IQAC team designed and initiated various academic, extra-curricular and extension activities of the institution and took adequate steps to implement it appropriately.
26. Suggestion for the improvement of website was taken up and necessary modifications were made.
27. An action plan was prepared for each year and was implemented with the help of the various Departments of the institution.
28. Students were informed of scholarships which are applicable to them and the college office performed an active role in helping eligible students to secure scholarships.
29. Sherlin Memorial endowment prizes were given to two students - Rs.25,000 for best outgoing student and Rs.15,000 for a meritorious student of the institution.
30. Library was well equipped with books, eBooks, and other online resources. The computerised library offered students easy access to books.
31. Bridge course, tutorial, mentoring, remedial and continuous internal evaluation helped students to secure good grades in studies.
32. Faculty members adopted all possible measures for effective teaching. The faculty members also attended seminars, refresher courses, orientation programmes and faculty development programmes to augment their expertise.
33. Regular Parent Teacher Association meetings were conducted to get recommendations and suggestions from the stakeholders and necessary measures were adopted.

34. The institution had marked its academic achievements by securing ranks at the UG and PG level.
35. Due to the pandemic, the online sources were utilised effectively. Faculty members prepared well-organized course plans and provided students with effective types of learning methodologies. Feedback from students were collected and corrective measures were adopted accordingly.
36. The institution publishes the “Star Research Reach”, a biannual, international, peer-reviewed journal that seeks to promote and provide a platform for young researchers.
37. The institution observed all the important national and international days. The institution also provided ample opportunities to organise cultural activities. Fresher’s Day, Talents Day, Kerala Piravi, Feast Day of the Principal and other important cultural events aided students to improve their creative and organisational skills.
38. “Share a meal” programme helped students to understand the need to care for the financially disadvantaged people of the society.
39. “Save a Star” was a unique platform where students conducted auction and the fund generated was utilised to help students.
40. Different clubs provided ample opportunities for enhancing students’ talent.
41. The incitement programme emphasized the importance of value-based education for students.
42. Women Cell and Youth Red Cross were found to be active in the campus.
43. Career guidance Cell coordinated the placement and career related activities of the institution.

Department-wise comments

PG and research department of Home Science



Observations

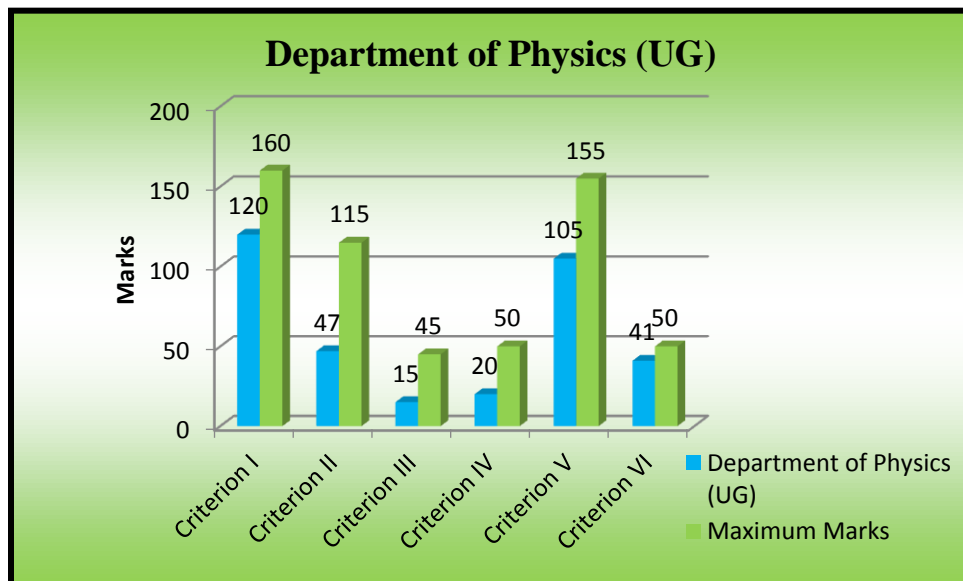
- The Department of Home science utilised all the methods of teaching and learning. Faculty members have attended numerous refresher courses, orientation programmes, seminars etc A majority of the faculty members were invited as resource persons for academic talks.
- Extensive use of ICT tools such as Padlet, Moodle, Zeetings, and Mentimetre helped the faculty members and students to get accustomed with online educational tools.
- As part of skill development, an online skill development class on computing skills was provided to the students.
- Faculty members did a commendable work by engaging in journal publication.
- Webinars conducted by the Department focused on organic farming and health issues faced during the Covid19 pandemic.

- MoUs were signed for faculty exchange and certificate programmes.
- Diet counselling consultancy was done online during the pandemic.
- In spite of the pandemic, the Department was successful in conducting a webinar series related to the current situation. Students were invited as resource persons and this can only be termed as an exemplary achievement.
- The Department encouraged student participation in extra-curricular activities.
- The results of the PG students were observed to be high. However, the academic performance of the UG students need reconsideration. In spite of the satisfactory academic performance, students secured six ranks in the university UG examination, including the first rank. PG students also secured ranks.
- Students benefitted from programmes to develop their entrepreneurial skills.
- Supportive activities were found to be excellent and the faculty members actively involved in the administrative and allied responsibilities of the institution.

Suggestions

The Department performs admirably with highly qualified faculty members. The functioning of a research centre is an added advantage to the Department. Star Research Reach - a biannual ISSN peer-reviewed journal publication by the Department is an asset to the Department. Being a Research centre and PG Department, the Department can seek funding from various agencies for seminars, minor research projects and students' projects. Coaching for UGC NET and other competitive exams should be conducted.

Department of Physics



Observations

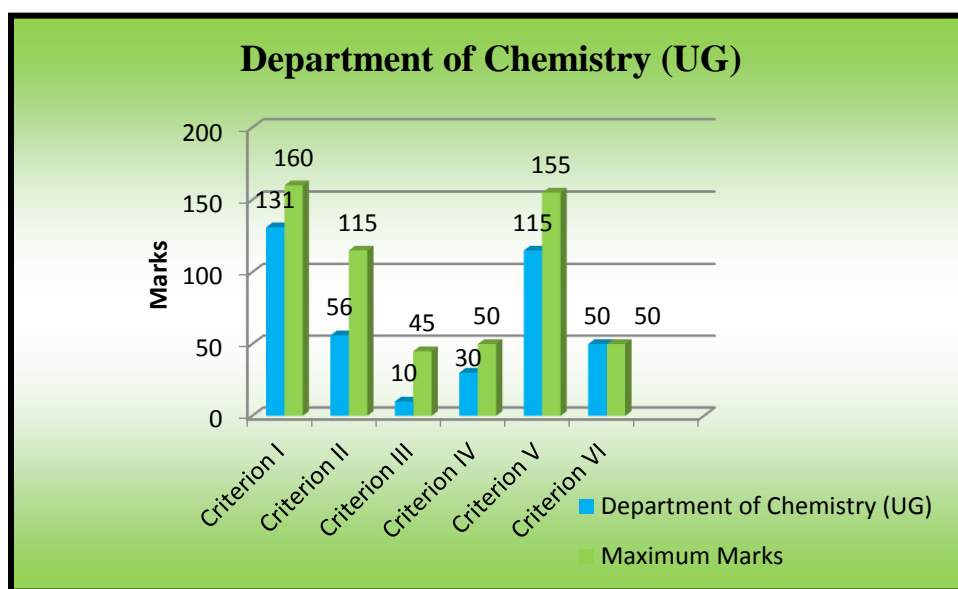
- The Department of Physics employed all the teaching learning methodologies during the Covid 19 pandemic. Surpassing traditional methods, the faculty members used models and recorded videos. The virtual lab was also utilised by the Department.
- Faculty members attended numerous faculty development programmes and webinars.
- The national level webinar series and student solar workshop helped students to improve which their entrepreneurial skills.
- Remarkably, the Department had secured funding for conducting the national science day. Besides this, the Department kept pace with the recent developments in their discipline by conducting a national seminar on Optoelectronic and Nanomaterial for Advanced Technology.
- An MoU was signed with an external institution to open up new avenues for the students.
- Students were found to be aware of global career opportunities.

- All students were promoted and encouraged to take part in the competitions to augment their creative potential.
- The academic results were excellent and the students were able to secure three ranks in the university examination. A majority of the students progressed to higher studies.
- Faculty members were actively engaged in administrative and supportive activities.

Suggestions

The Department performed well with good academic results. The Department has a good source of funding from government organizations and the students were encouraged to take part in the programmes. More attention can be given to increase the number of publications and faculty members can apply for minor research projects. Preparation for competitive exams needs to be encouraged.

Department of Chemistry



Observations

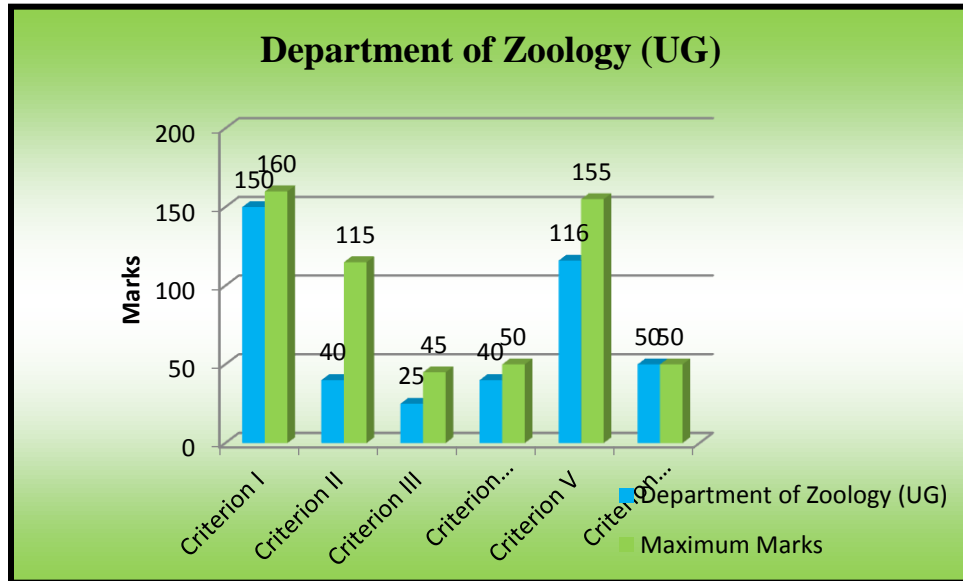
- The Department have highly qualified faculty members and used all possible teaching methodologies especially the problem-solving method, participative learning and peer group learning method. Laboratory, virtual labs, YouTube videos, quizzes and field work were also incorporated for better understanding.

- Faculty participation in workshops and refresher courses is remarkable. Faculty members also served as resource persons for national and regional webinars which evidently suggests the potential of the faculty members.
- The Department had applied for three certificate courses which is highly appreciable and currently the Department conducts three certificate courses. Students were also informed about the recent trends in the fields through interactive sessions, virtual labs and quiz.
- Several scientific publications were published by the faculty members of the Department.
- Adequate workshops and seminars were conducted.
- The Department had applied to secure funding for scientific projects.
- Remarkably, career guidance was provided to the students by a senior scientist of the ISRO. Skill training classes were also given to the students.
- The entrepreneurial and creative skills of the students were symbolised by the production of hand sanitizers and hand wash for students to use in the campus.
- Students actively participated in the events organized within and outside the campus.
- Good academic results suggest success in academic performance. Six positions including the 2nd and 3rd ranks were bagged by the students of the Department. A majority of the students progressed to higher studies.
- The Department provides financial aid and provides placement counselling. They were also given training in paper bag making.
- Faculty members were involved in administrative and other supportive activities of the college.

Suggestions:

The Department performs well, however more focus should be given to research, consultancy and extension. Research oriented funded projects may be taken up by the Department. There is a need to promote students to attend seminars and to publish research articles. MoUs can be signed. Support and guidance for competitive exam can be provided.

Department of Zoology



Observations

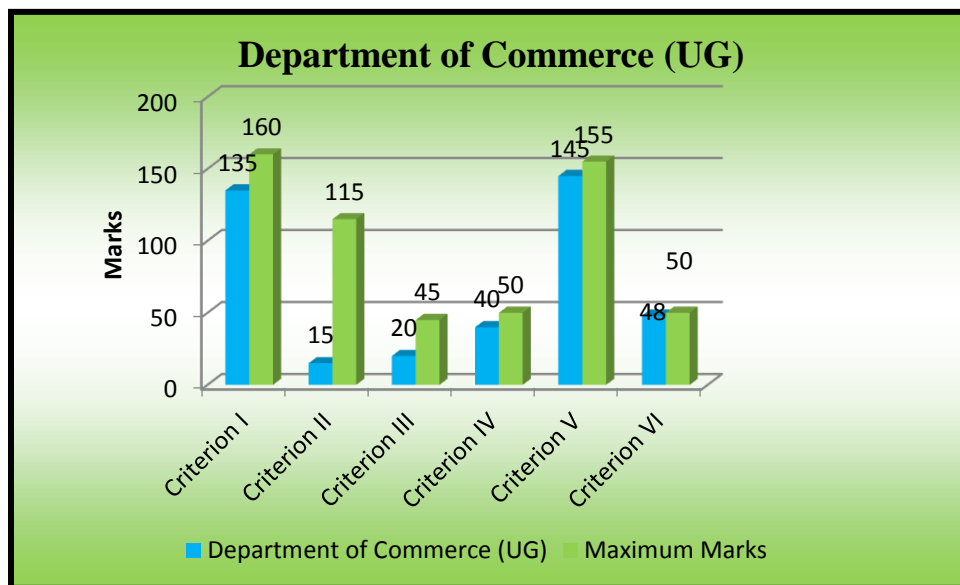
- The overall assessment of the Department is excellent. For facilitating teaching-learning, all methodologies were used along with methods like field study, models specimens, mentimetre, quizzes app, padlet, C Map tool and videos.
- Faculty members were invited as resource persons and judges, which can be termed as a commendable achievement.
- Certificate course in Premarital Counselling, Zoonoses and Ornamental Fish Culture were organized effectively.
- The Department organized international and national webinars based on the prevailing Covid situation.
- The faculty members were involved in publishing research articles.
- MoUs signed for faculty exchange was found to be effective for the interchange of knowledge and provides students with greater exposure.
- Consultancy in earthworm identification and vermiculture is beneficial to students and the same is given as an extension service for the community.
- Career guidance classes were provided to the students.

- Numerous activities were conducted for the students, and the students actively took part in various competitions and activities offered by the other departments.
- Faculty of the department received the green warrior award and appreciation for NSS programme officer.
- Excellent academic results can be termed as a result of the hard work put forth by the faculty members.
- A majority of the students progressed to higher studies.
- Faculty members were actively involved in the supportive and administrative activities of the institution.

Suggestions

The department had secured high scores in almost all the criteria. Faculty members can improve the number of publications. Application for securing funds for new proposals is a need. The initiative to create an ISBN publication by the faculty members is praiseworthy.

Department of Commerce



Observations

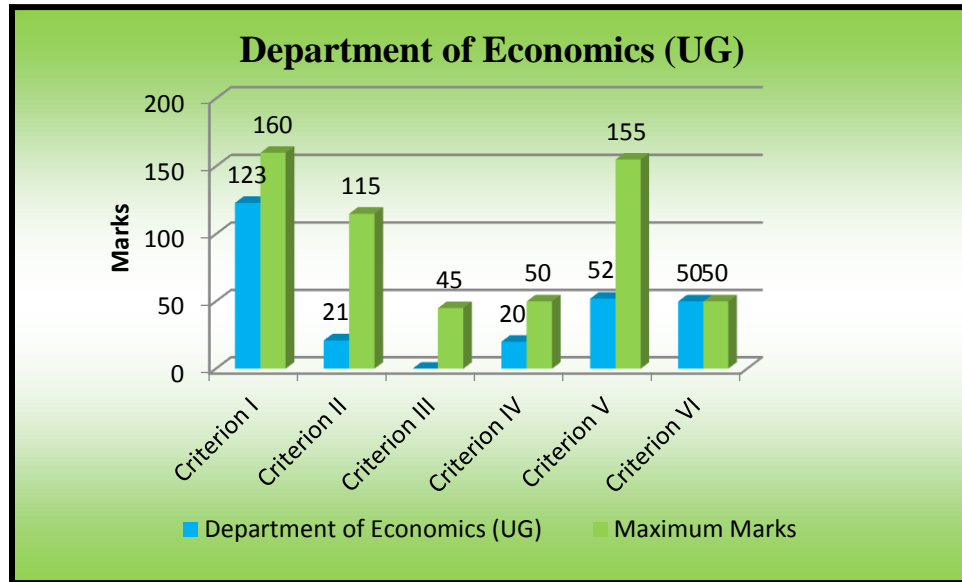
- The Commerce Department excelled in all the major activities. The academic performance was found to be good. Along with the existing teaching methods, faculty members used methods like moodle classes and videos. The faculty members also used participative learning and blended learning.
- Faculty members attended seminars and workshops to aid in professional growth and indirectly helped the holistic growth of the students.
- The Department conducted certificate courses in management and accountancy, research methodology, Tally with GST, diploma in practical accounting and tax practice, certificate course in office management and pro course in office management. Sincere effort by the faculty members is worthy of praise.
- Faculty members had taken a conscious effort in keeping the students updated by organizing several webinars related to the discipline.
- Numerous MoUs were signed with agencies and institutions in the related field, especially for conducting certificate course like Tally with GST, diploma in practical accounting and tax practice, certificate course in office management, Pro course in office management and CMA-USA.
- Students were given several career orientation classes.
- The students were encouraged to take part in extra-curricular activities.
- The academic results were excellent with five distinctions and a majority of the students opted for higher studies and few students opted for employment.
- The Department provides career guidance classes and additional courses were also conducted for the students of the Department.
- Faculty members were actively involved in the supportive activities.

Suggestions

The Department's overall performance was excellent. The initiative the Department takes in conducting the certificate courses need a special word of appreciation. In spite of the absence of permanent faculty members, the Department functioned well and utilised its potential. The faculty members can undertake research projects, and seek funding for

projects. Students and faculty publications can be increased and more of extension activities can be arranged.

Department of Economics



Observations

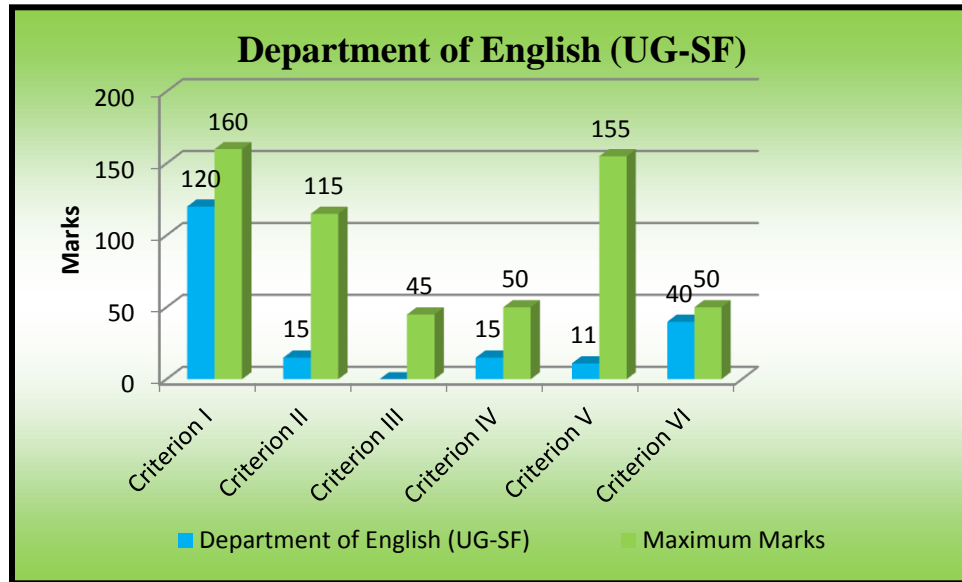
- The Department has highly qualified faculty members. The teaching-learning activities are excellent.
- Remarkably, the M.A in Business Economics programme was sanctioned for the Department.
- Faculty members updated their knowledge by attending refresher courses, short term courses and webinars. Faculty members were also invited as resource persons for various academic programmes.
- To develop skill among students, students were given the opportunity to prepare a video on Covid 19. To keep track of the recent developments in the discipline, several programmes were organized for the students.
- Faculty members published adequate number of research articles in reputed journals.
- Students were actively engaged in extra-curricular activities. The association of the Department arranged a lot of activities for empowering students.

- The Department actively coordinated the activities of AICUF and Entrepreneurial Development Club. The Department also organized a certificate course in research methodology.
- Excellent results suggest the success in the academic performance of the Department. Students progressed to higher studies and some students sought employment. The students were also given personal counselling.
- Faculty members actively engaged in the supportive and administrative activities of the institution.

Suggestions

The performance of the Departments is commendable. The highlight of the Department is the introduction of a PG programme. The Department should now focus its energies in becoming a research centre. The Department may focus on research related activities and apply to secure funding for projects and seminars. MoUs may be signed with institutions. Consultancy and career guidance can be offered. Coaching and preparation for competitive exams may be provided to the students. Placement services can be coordinated and entrepreneurial skills development can be augmented.

Department of English (Self financing)



Observations

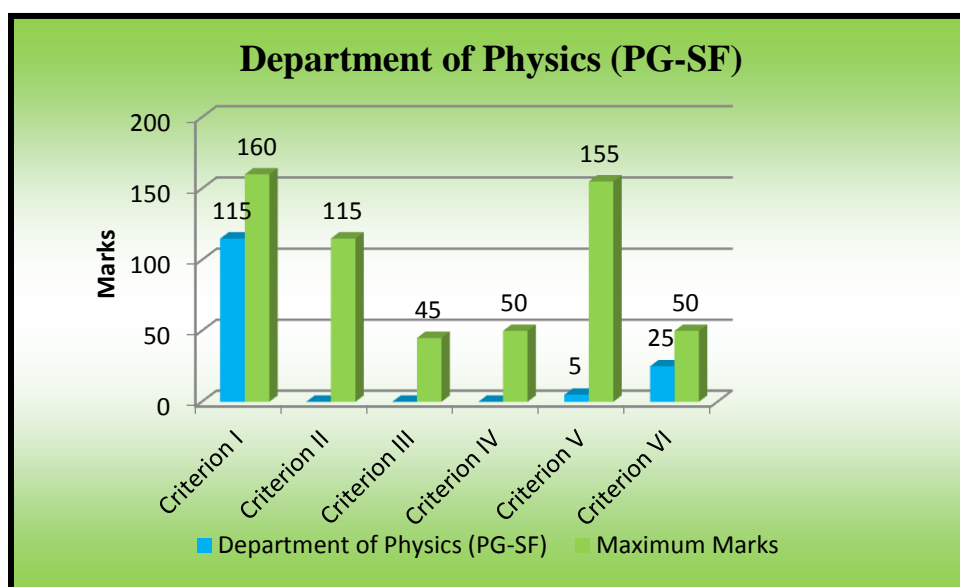
- The Department is self-financing and utilised all possible teaching methodologies. The Department also employed models, videos, e books, and e-apps
- The faculty engagement in attending webinars was excellent and the faculty members also attended professional development programmes.
- Skill development was ensured by providing a certificate course in Business English, manuscript magazine preparation, and participation in interdepartmental activities.
- To gain more knowledge and to be updated in their discipline, the National webinar on Literature and interpretation, induction and constitutional awareness programmes were conducted.
- Special training for slow learners was given priority.
- The students of the Department actively took part in interdepartmental programmes and also hosted many activities.
- The academically successful students from the Department progressed to higher studies.

- Faculty members were actively engaged in supportive activities.
- The Department also conducted a certificate course in English for Global World.

Suggestions

The Department's overall performance in academics is excellent. The research projects and funding for various projects may be sought. Special attention can be given to consultancy, counselling, placement and entrepreneurial skill development programmes.

PG Department of Physics (Self Financing)



Observations

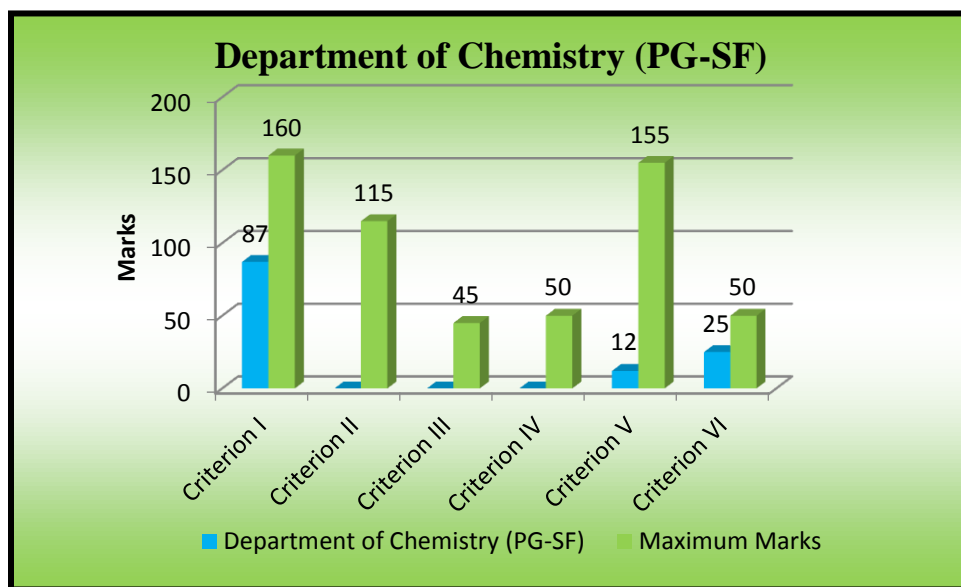
- The successfully utilized effective teaching-learning methodologies.
- The faculty members of the Department attended seminars and workshops.
- The Department initiated skill development programmes – Certificate course on advance programming in C++ and also an add on course on MATAB.

Suggestions

The Department used better teaching-learning methodologies, but special emphasis and attention should be given to research, consultancy extension and extra-curricular activities. The innovative techniques in teaching may be adopted. Publication and paper

presentation should be promoted. The Department should also motivate students and adopt appropriate measures for further development. Academic results are not satisfactory, so special remedial coaching can be provided to the students. Revision in teaching methodologies and continuous evaluation may be adopted.

PG Department of Chemistry (Self Financing)



Observations

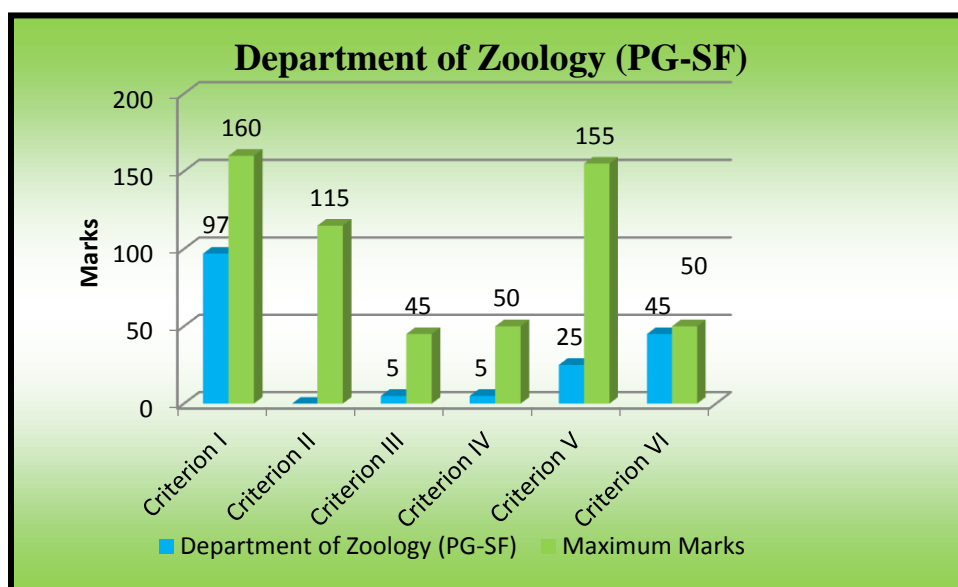
- Teaching-learning was found to be effective. Various methods were used for the teaching-learning process.
- Teachers attended adequate number of workshops and seminars.
- Regarding skill development programmes, the Department conducted a course on computational chemistry-application of free software, firefly Avogadro.
- Research related activities were found to be inadequate.
- Results need to be analysed and appropriate remedial measures may be adopted.
- Faculty members were involved with supportive and administrative activities.

Suggestions

The Department is self-financing. The Department should have a regular staff and proper documentation is required. The results of the Department are not

satisfactory which necessitates a critical analysis and application of appropriate strategies. The Department should focus on research, consultancy, extension, and extra-curricular activities. Funding for research projects and seminars can be sought.

PG Department of Zoology (Self Financing)



Observations

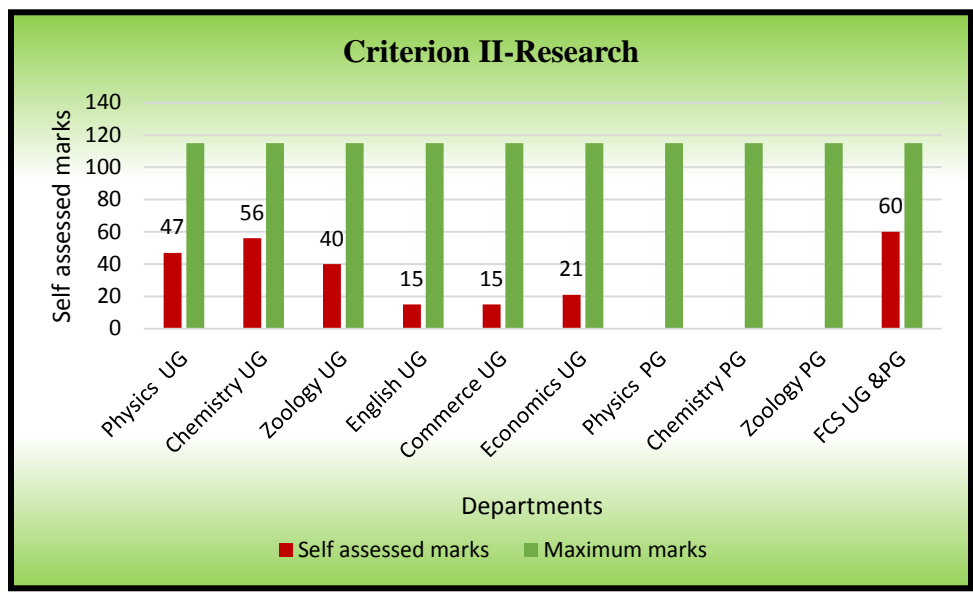
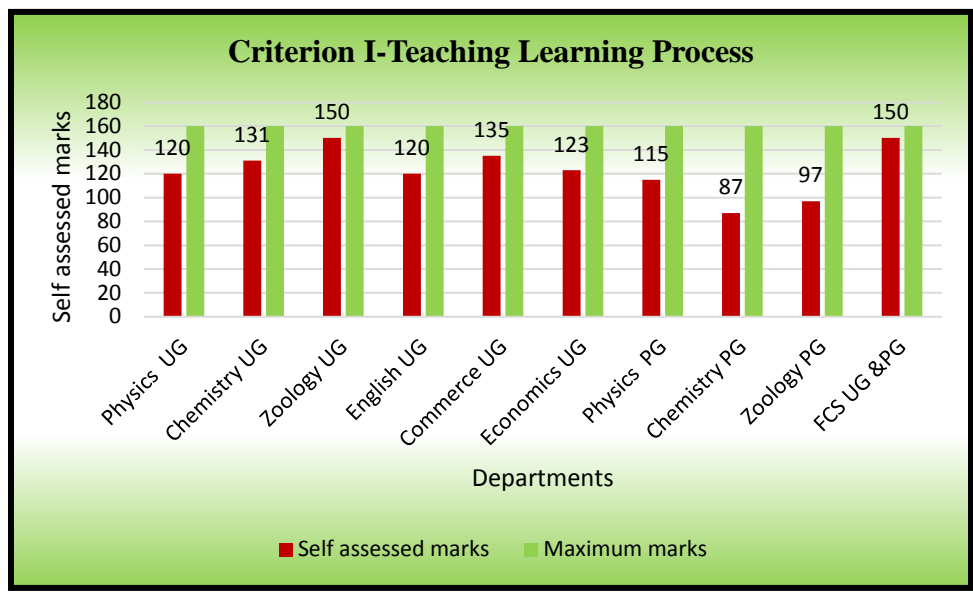
- Appropriate teaching methodologies were adopted. Other than the usual methods, videos were also used.
- Faculty members attended seminars and conducted a skill development programme on Orientation on Working Methods of Laboratory Equipment.
- Career guidance classes were conducted.
- The Department also organized a certificate course on Basic Knowledge on Butterflies.
- The teaching-learning and supportive activities were found to be satisfactory.

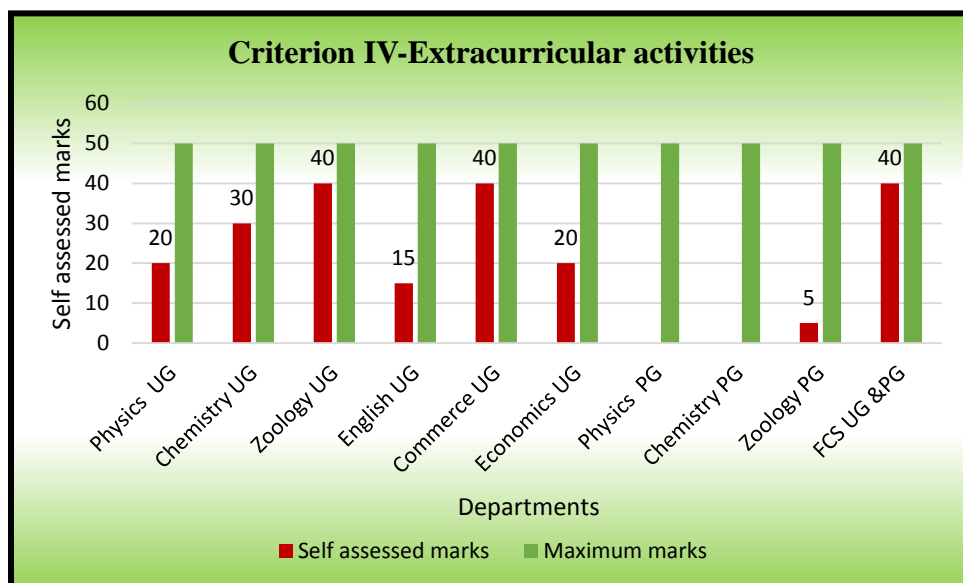
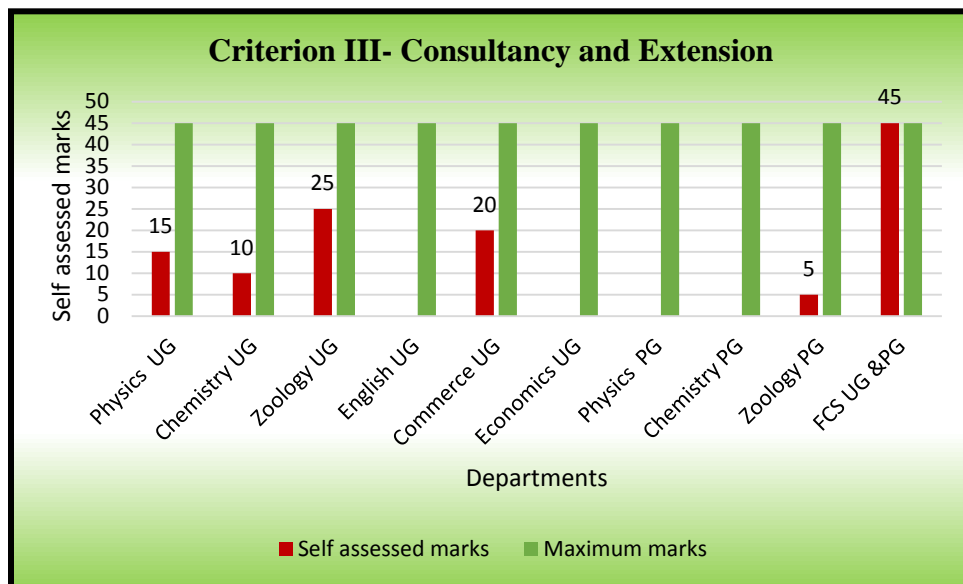
Suggestions

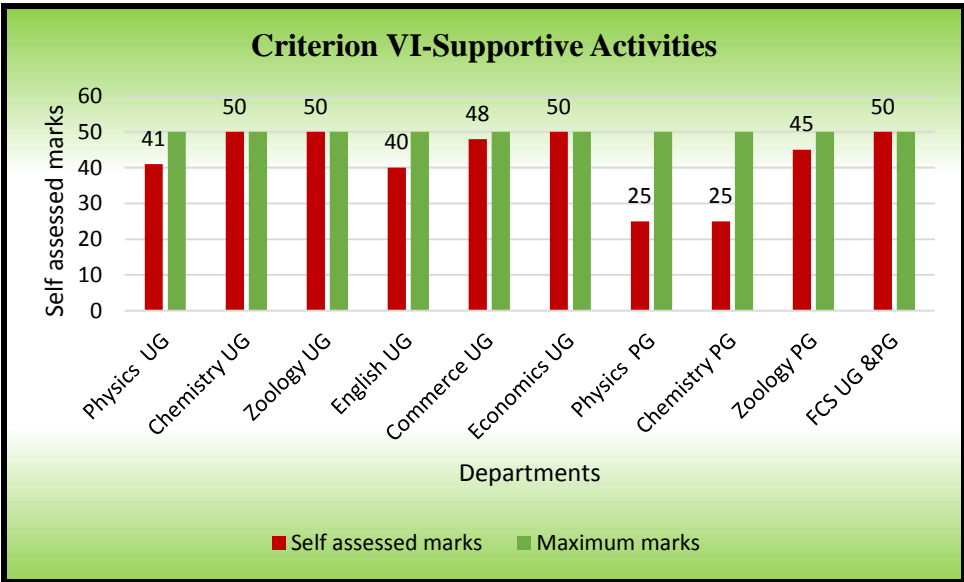
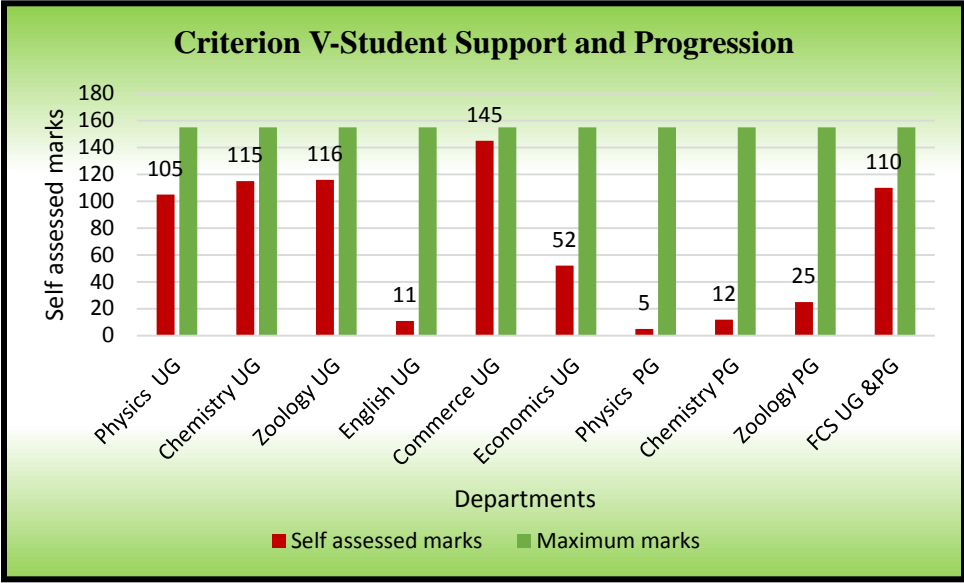
The Department needs to focus more on changing the teaching-learning methodologies so that the results may be improved. A detailed analysis of results is needed. Being a PG

department, the faculty members should focus more on the strategies to track the recent trends in their discipline. Funding for research projects can be sought from external organizations. Consultancy and extension activities needs to be incorporated and student supportive activities can be initiated. Exposure of students to subject related matters should be given more importance.

The histogram shown below is findings by IQAC based on criterion- wise and department wise analysis

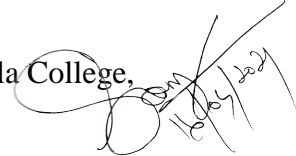




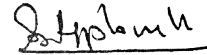


The annual academic and administrative report for the year 2020-2021 was audited by:

1. External Expert: Dr. Sony Kuriakose, Assistant Professor, Nirmala College,
Muvattupuzha

Handwritten signature of Dr. Sony Kuriakose in black ink, dated 16/04/2021.

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

Handwritten signature of Rev. Dr. Sr. Alphonsa M.K. in black ink.

3 IQAC Coordinator: Ms. Shiny K Ittiachan

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