

MARIS STELLA COLLEGE (AUTONOMOUS), VIJAYAWADA
A College with Potential for Excellence
NAAC Accredited & ISO 9001:2015 Certified

A Brief Report on
INTERNAL ACADEMIC & ADMINISTRATIVE AUDIT (AAA)
Academic Year: 2021-22

The purpose of conducting the Academic and Administrative Audit (AAA) is to evaluate the performance of the various departments and of the institution and to give suggestions for further improvement of quality in curriculum, teaching, learning, evaluation, research, innovation, extension and administration.

The IQAC of the college conducted an Internal Academic and Administrative Audit for the academic year 2021-22 to review the quality of the academic process in the college and to evaluate the effectiveness of the administrative procedures from 09.05.2022 to 11.05.2022

The format, 'Departmental Data', a self-study report from each department, of its performance during the academic year 2021-22 on curricular aspects, teaching, learning & evaluation, research, innovation & extension, student support & progression, best practices & distinctiveness was submitted by each department with valid documents to support claims.

Members of the Internal AAA:

1. Dr. Sr. Jasintha Quadras, Chairperson, AAA
2. Dr. Sr. G. Innyasamma, Vice-Principal
3. Ms. K. Hannah Anuhya, Vice-Principal
4. Dr. Girija Nambiar, Dean, Planning and Communication
5. Ms. B. Santha Kumari, Dean Administration
6. Dr. S. Vani Latha, Dean, Academic Affairs
7. Ms. A. Jyothsna Valenteena, Dean, Academic Affairs
8. Dr. G. Little Flower, Head, Dept. of Physics & Dean, Student Affairs
9. Dr. K. Naga Sundari, Director, MBA
10. Dr. B. Josephine Sandhya Rani, Head, Dept. of Economics
11. Dr. C. Krishnaveni, IQAC Coordinator & Coordinator, IAAA

The schedule:

S. No.	Department	Date	Time
Day 1 May 9 Mon	English (UG & PG); Telugu; Sanskrit; Hindi	09.05.2022	9.00 am - 11.00 am
	History; TTM; Economics (UG & PG); Political Science	09.05.2022	11.00 am - 1.00 pm
	Social Work; Journalism; Mathematics (UG & PG); Statistics	09.05.2022	2.00 pm - 4.00 pm
Day 2 May 10 Tue	Physics; Chemistry; Computer Science; Electronics	10.05.2022	9.00 am - 11.00 am
	Botany; Zoology; Food Science & Technology; Microbiology	10.05.2022	11.00 am - 1.00 pm
	Biochemistry; Biotechnology; Agriculture & Rural Development	10.05.2022	2.00 pm – 4.00 pm
Day 3 May 11 Wed	Commerce & Management Studies; MBA; Library & Information Sciences	11.05.2022	9.00 am - 11.00 am
	Examination Section; College Office; IT Department	11.05.2022	11.00 am - 1.00 pm
	Physical Education; NSS; NCC; STARS; Cells/Committees	11.05.2022	2.00 pm - 4.00 pm

Each department was given 20 minutes to present their 'Departmental Data' and the strengths, weaknesses and challenges of the department using PowerPoint.


The committee went through the 'Departmental Data' of each department and recorded the observations and recommendations for a quality-oriented academic framework.

The report of the Internal AAA was placed before the IQAC for reviewing the activities of the departments and the institution and to formulate a plan of action for implementing the recommendations.

Recommendations:

Suggested that

1. Funded National / International Level conferences and Symposia either disciplinary or inter-disciplinary may be organised.
2. Faculty may be trained for undertaking consultancy.
3. Rapport with the corporate world for technical and managerial support may be developed.
4. Interdisciplinary and sponsored / funded projects and quality research may be pursued.
5. Consultancy services may be taken-up either by the individuals or departments.
6. Tie-ups with established industries, agencies and companies may be tried.
7. Research guideship may be undertaken.
8. e-content and online courses may be generated for the mobilisation of resources.
9. Department blogs and the departmental information on the College website may be updated.
10. The Institution, Departments and faculty may apply for awards and recognition for research, extension activities etc.
11. Students may be encouraged to pursue ranks in competitive examinations and higher studies.
12. Networking and strengthening relationships with stakeholders may be improved.
13. Patents may be obtained.



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