



Sadakathullah Appa College

*An Autonomous Institution, Re-Accredited by NAAC at an 'A++' Grade, *ISO 9001 : 2015 Certified*

The Internal Quality Assurance Cell

Report

2022 – 2023

04th of January 2023



The REPORT OF THE INTERNAL QUALITY ASSURANCE CELL

The IQAC of our College channelizes all the efforts and the initiatives of the Institution towards promoting its holistic academic excellence. In this view, the IQAC aims at developing a system for conscious catalytic improvement in the overall performance of the Institution. The IQAC of our College strives to provide a good environment for teachers and learning. It envisages ensuring quality in all the ventures undertaken by the Institution. The IQAC gives more emphasis on revising the curriculum with a focus on global trends and need-based courses. It emphasises on introducing inter-disciplinary, job-oriented and skill-based courses. It also focuses on preserving the subjects of interest, introducing socially relevant Extension programmes and also implementing an effective feedback mechanism.

The submission of the Institutional Information for Quality Assessment (IIQA) is the first step of a Higher Education Institution (HEI) to enroll to the Accreditation Process. The IIQA of our College for the Fourth Cycle of NAAC Accreditation was submitted to the NAAC Portal on 23.06.2022.

With the Grace of God Almighty, the inspirational support from the College Managing Committee and the sincere cooperation rendered by the Faculty and Staff, we submitted the NAAC SSR successfully to the NAAC Portal at 9.30 p.m. on 06.08.2022. The Student Satisfaction Survey (SSS) and Data Verification and Validation (DVV) were also completed on 02.09.2022.

An External Mock Peer Team Visit is also to be conducted on 11.01.2023 and 12.01.2023. Dr. Ayub M. Shaikh, IQAC Cluster India, Maharashtra and Dr. Deepak Nanaware, IQAC Cluster India, Maharashtra, have consented to serve as Mock Peer Team Members. The NAAC intimated us that our College has cleared the Pre-qualifier stage on 10.12.2022. At the IQAC Core Committee Meeting held on 14.12.2022, three slots (08.02.2023 and 09.02.2023, 22.02.2023 and 23.02.2023 and 09.03.2023

and 10.03.2023) for the actual NAAC Peer Team Visit were proposed. The balance amount towards the payment of the prescribed fee for the same was also paid to the NAAC. We expect the NAAC Peer Team to visit our campus in the month of February or March, 2023.

I. THE ACTION TAKEN REPORT FOR THE FUTURE PLANS ROLLED OUT AT THE GOVERNING BOARD MEETING HELD ON THE 16.07.2022

Future Plan	Action Taken
To start a Diploma Course in Martial Arts	Under Discussion
To start a Diploma Course in Fashion Technology	Under Discussion
To establish a State-of-Art e-Studio to develop e-Content	An e-Studio has been established
To apply for DST-FIST and to attain the status of A College with Potential for Excellence	Applied for DST-FIST
To motivate the Faculty to avail of Minor and Major Research Projects from DST/BARC/DBT/CSIR and from the other Funding Agencies	Under Discussion
To start Programmes like B.Sc. Big Data Analysis, Visual Communication, etc	Under Discussion
To upgrade the Departments of Tamil, Arabic, Economics and Nutrition and Dietetics as Research Departments	Under Discussion
To start a College for Physical Education to offer B.P.Ed. Programme	Under Discussion
To start a College of Education to offer B.Ed. Programme	Under Discussion
To construct an Administrative Block, Quarters for Principal and Faculty.	The Administrative Block is under Construction
To tie-up with British Council and Leading Premier Institutions	Under Discussion
To establish an Instrumentation Centre	Under Discussion

II. ACTIVITIES

- The Internal Quality Assurance Cell organized a Webinar Talk on “The Designing of Course Outcomes and the Setting of Outcome-focused Questions” on the 22nd of November 2022 from 10.00 a.m. to 12.00 Noon. The Resource Person was Mr. Ajay Bhagwat, Director, Inpods India Private Limited, Pune, India via Zoom Platform.
- The Academic and Administrative Audits were held on 10.10.2022 and 11.10.2022. Dr.V. Balamurugan, The Former Director of IQAC and

Professor Department of Computer Science, Manonmaniam Sundaranar University, Tirunelveli, and Dr. William Dharma Raja, The Director IQAC and Professor & Head Department of Education, Manonmaniam Sundaranar University, Tirunelveli, were the External Auditors.

III. THE DETAILS OF THE PAPER PUBLICATIONS IN WEB OF SCIENCE AND SCOPUS-INDEXED JOURNALS (2021 – 2022)

A total of 46 research papers / articles have been published by our faculty members in Scopus/Web of Science (WoS) Journals in the Academic year 2021-2022.

The details are as follows:

S. No.	Name of the Faculty and Department	Name of the Journal	Title of the Paper	Vol. No, Issue No, ISSN No, Month Year	Indexed in
1.	Dr. S.M. Abdul Kader, Principal,	Materials Today: Proceedings	Synthesis of Bismuth Oxide Nanoflowers Using Natural Honey	Volume 45, part 4, pages 3908-3910 2021,	Scopus
2.	Dr. S.M. Abdul Kader, Principal,	Coatings	Photocatalytic and Biological Activity of ZnO Nanoparticles Using Honey	11(9), 1046 2021,	WOS
3.	Dr. S.M. Abdul Kader, Principal.	Water	Visible Light Photocatalyst and Antibacterial Activity of BFO (Bismuth Ferrite) Nanoparticles From Honey	Vol.14 Issue:10 art no: 1545 May 2022	Scopus
4.	Dr. S.M. Abdul Kader, Principal,	Journal of Materials Science: Materials In Electronics	Growth, Structural, Optical, Thermal, Mechanical and Electrical Properties of Potassium Chromium Sulphate Single Crystals	Vol:33 Issue:07 January 2022	Scopus
5.	Dr. S.M. Abdul Kader, Principal.	Physics and Chemistry of Solid State	Investigation on the Solubility, Growth, Vibrational Characteristics And Linear Optical Constants of Potassium Bisulphate Single Crystals	Vol.23 Issue:2 page no:210-215 April 2022	Scopus
6.	Dr. S.M. Abdul Kader, Principal.	East European Journal of Physics	Photoluminescence, Impedance, Thermal Characteristics and Hirshfeld Surface Analysis of Potassium Bisulphate Single Crystals For Third Order Nlo Applications	Issue:4 page no:145-151 2021	Scopus
7.	S. Khaleel Ahamed, Department of	Journal of Language and Linguistic	Using Bilingual Method in Esl Classrooms: Advantages and Challenges	17(3), 2182-2185; 2021	Scopus

S. No.	Name of the Faculty and Department	Name of the Journal	Title of the Paper	Vol. No, Issue No, ISSN No, Month Year	Indexed in
	English.	Studies			
8.	Dr. S. Syed Ali Fathima, Department of Mathematics.	Journal of Xidian University	A New Approach on Finding the Edge Pebbling Number of Edge Demonic Graphs	Vol16, ISSUE 3, 178-180, March, 2022	Scopus
9.	Dr. S. Syed Ali Fathima & U.Jerseena, Department of Mathematics.	Journal of Design Engineering	Some Weak Form of Topological Simple Ring,	No. 8, PP: 11776 – 11787, October 2021	Scopus
10.	Dr. S. Syed Ali Fathima & U.Jerseena, Department of Mathematics.	International Journal of Mechanical Engineering	Filter in Topological Simple Ring,	Vol. 6 , No. 3, PP.3311-3314, December 2021	Scopus
11.	Dr. S. Firthous Fathima, Department of Mathematics.	Design Engineering (Toronto)	On Ideal N-Topological Ordered Spaces	Issue No: 9, pg. No: 5123-5133, December 2021	Scopus
12.	Dr. M.Himaya Jaleela Begum, Department of Mathematics.	Journal of Design Engineering (Toronto)	Generalized Cubic Ideals of Near Rings	Issue 9, Pages: 14494-14507, ISSN: 0011-9342, Oct 2021	Scopus
13.	Dr. M.Himaya Jaleela Begum, Department of Mathematics.	Journal of Design Engineering (Toronto)	Bipolar Fuzzy Bi-ideals of Near-rings	Issue 9, Pages: 15728-15733, ISSN: 0011-9342Dec2021	Scopus
14.	Dr. N.M. Rilwan, Department of Mathematics.	Indian Journal of Pure and Applied Mathematics	Book Thickness of the Non-Zero Component Union Graph of the Finite Dimensional Vector Space	April 2022	Scopus
15.	Dr. A. Syed Mohamed (Dept of Chemistry) & A.Zeenath Bazeera, (Department of Physics)	Journal of Ovonic Research	Growth and Characterization of Dl-Norleucine Maleate Crystals	Vol. 18, No. 2, p. 195 – 204 March 2022,	SCI
16.	Dr. M. Sheik Muhideen Badhusha, Department of Chemistry.	Journal of the Indian Chemical Society	Green Synthesis and Characterization of Fe Doped ZnO Nanoparticles and Their Interaction With Bovine Serum Albumin	Volume 98, Issue 11, 100197 November 2021,	Scopus

S. No.	Name of the Faculty and Department	Name of the Journal	Title of the Paper	Vol. No, Issue No, ISSN No, Month Year	Indexed in
17.	Dr. M. Sheik Muhideen Badhusha, Department of Chemistry.	The International Journal of Health Sciences (IJHS)	Anti Tumour Efficacy of Curcumin/Chitosancoated Iron Oxide Nanoparticles in Human Lung Cell Line (L132) in an in Vitro Study	6(s1), 13429–13438. April, 2022	Scopus
18.	Dr. M. Sheik Muhideen Badhusha, Department of Chemistry.	J. Water Environ. Nanotechnol.,	Synthesis of Co and Cu Codoped ZnO Nanoparticles By Citrate Gel Combustion Method: Photocatalytic and Antimicrobial Activity	7(2): 143-154 spring May 2022	Scopus
19.	Dr. I. Antony Danish, Department of Chemistry.	Computational and Theoretical Chemistry	Dft, Nbo, Homo-Lumo, Nci, Stability, Fukui Function And Hole-Electron Analyses of Tolcapone	Volume 1202, 113296 August 2021,	WOS
20.	Dr. I. Antony Danish, Department of Chemistry.	Heliyon	Spectral, Nbo, Nlo, Nci, Aromaticity And Charge Transfer Analyses of Anthracene-9,10-Dicarboxaldehyde by Dft	Vol.7 Issue:11 page no:e0837 November 2021	Scopus
21.	Dr. R. Imran Khan, Department of Chemistry.	Molecular Catalysis	Quinolinium Modified β -Cyclodextrin: An Ionic Ligand Towards Sustainable A3-Coupling And Tandem Cyclisation Reactions of Aldehydes, Amines and Alkynes	Vol:519 art no: 112151 January 2022	Scopus
22.	Dr.M.Sithi Jameela, Department of Zoology.	Experimental Parasitology	Larvicidal and Ovicidal Activities of Phenyl Acetic Acid Isolated From <i>Streptomyces Collinus</i> Against <i>Culex Quinq uefasciatus</i> Say And <i>Aedes Aegypti</i> L. (Diptera: Culicidae)	Volumes 226-227, August 2021,	Scopus
23.	Dr. M.I Zahir Hussain, Department of Zoology.	ENTOMON	Ovicidal and larval repellent efficacy of Tagetes erecta Linn. on Rhipicephalus sanguineus (Latreille, 1806) (Acari: Ixodidae)	46(4): 305-312 (2021)	Scopus
24.	Dr. M.I Zahir Hussain, Department of Zoology.	International Journal of Mosquito Research	A review on plant phytochemicals potential for mosquito control	9(6): 47-54 May-2022;	Scopus
25.	Dr.S.Nazarath Begam, Department of Physics.	Annals of R.S.C.B	Study on Second And Third Order Nonlinear Optical Properties of Triglycine Sulpho Succinate Single Crystals	Vol. 25, Issue 5, pages 1549 – 1561 2021, ISSN:1583-6258,	Scopus

S. No.	Name of the Faculty and Department	Name of the Journal	Title of the Paper	Vol. No, Issue No, ISSN No, Month Year	Indexed in
26.	Mrs. A.Ferin Fathima, Department of Physics.	Materials Today: Proceedings	Enhancing Structural And Optical Properties of ZnO Nanoparticles Induced By The Double Codoping of Iron and Cobalt	Volume 49, part 7, pages 2598-2601 July 2021	Scopus
27.	Dr. V. Chinnathambi Department of Physics	Journal of Nonlinear Studies	Analysis of Homoclinic bifurcation in a Nonlinearly damped DVP oscillator under the excitation of two forcing terms	Vol.28(4), pp.11-23, 2021.	Scopus
28.	Dr. V. Chinnathambi, Department of Physics.	Nonlinear Dynamics and Systems Theory	Dynamics of Nonlinearly Damped Duffing-vander Pol Oscillator Driven by Frequency Modulated Signal	Vol.21(5) pp.1-10, (2021)	Scopus
29.	Dr. V. Chinnathambi, Department of Physics.	Communications on Applied Nonlinear Analysis	Nonlinear Dynamics in Three Particular Two Dimensional Maps Under an Additive Constant Perturbation	Vol. 28(3), pp.83-98, 2021,	Scopus
30.	Dr. V. Chinnathambi Department of Physics	CONTRIBUTIONS TO PLASMA PHYSICS	Enhanced vibrational resonance by an amplitude modulated signal in a nonlinear dissipative two-fluid plasma model	March 2022	WOS
31.	Dr. V. Chinnathambi, Department of Physics.	Journal of Nonlinear Analysis and Optimization	Homoclinic Transition to Chaos in the Duffing Oscillator Driven by Periodic Piecewise Linear Forces	Volume 13(1) April-2022	Scopus
32.	Dr. D. Sathya, Department of Physics.	GIS SCIENCE JOURNAL	NiS Thin Films for solar cell Applications by Successive Ionic layer Adsorption and Reaction method	• VOLU ME 9, ISSUE 2, February-2022	Scopus
33.	Dr. Santa T. Jostar, Department of Physics.	Physica E: Low-dimensional Systems and Nanostructures	Enhancement of opto-electrical properties in Co doped CdS-TiO ₂ nanocomposite thin film as photoanode for Semiconductor Sensitized Solar Cells (SSSCs)	142, 115287, April 2022	Scopus
34.	Dr. Santa T. Jostar, Department of Physics.	International Journal of Nanoscience and Nanotechnology	Role of Green Synthesized CuO Nanoparticles Of Trigonella Foenum-Graecum L. Leaves and their Impact on Structural, Optical And Antimicrobial Activity	Vol.17 Issue:2 page no:109-121 2021	Scopus
35.	Dr. K.Ahamed	Design	Comprehensive Review of	Issue: 9	Scopus

S. No.	Name of the Faculty and Department	Name of the Journal	Title of the Paper	Vol. No, Issue No, ISSN No, Month Year	Indexed in
	Anis Fathima, Department of Commerce Finance.	Engineering	Functions of Blockchain And Crypto Currency In Finance And Banking	pages: 3649-3655 2021	
36.	Dr. K.Sheik Mydeen, Department of Commerce Finance,	Design Engineering	A Study on Buyer Preferences Towards Various Petroleum Retail Outlets In Tirunelveli City	ISSN: 0011-9342 year 2021 issue: 8 pages: 9730-9735	Scopus
37.	Dr. S. Angelin Kavitha Raj, Department of Mathematics.	International Journal of Scientific Research & Engineering Trends	Supra Semi Totally Continuous Function in Supra Topological Space	Volume 7, Issue 2, March-April-2021, ISSN (online)	Scopus
38.	Dr. S. Piramu Kailasam, Department of Computer Science.	Turkish Journal of Computer and Mathematics	A Study of Hybrid Features and YOLO model in COVID'19	Vol. 13. No. 03 (2022) 512-519	Scopus
39.	Dr. R. Kumuthini, Department of Physics (SF) & Dr. S. Piramu Kailasam, Department of Computer Science.	Journal of Xi an Shiyon University, Natural Science Edition	Green Synthesis and Characterization of Nickel Oxide Nanoparticles	Vol. 18 Issue 6. 2022 522-531	Scopus
40.	Dr. M. Mohamed Sathik, Principal Department of Computer Science.	Lecture Notes in Electrical Engineering	Automated Diagnosis of COVID-19 Using Squeeze Net Architecture Based on Deep Learning	841, 2022	Scopus
41.	Dr. S.Shajun Nisha, Department of Computer Science.	International Journal of Computer Networks and Applications	BTDEC: Blockchain-Based Tribble Data Elliptic Curve Cryptosystem with Fine-Grained Access Control for Personal Data	9, 2 2022	Scopus
42.	Dr. Shakul Hameed, Department of Business Administration .	AMERICAN JOURNAL OF ECONOMICS AND SOCIOLOGY	Women's entrepreneurship is one of the most evocative terms used in this century. Women have achieved sustained progress in all domains. Nourishing a	81, 1 Jan 2022	Scopus

S. No.	Name of the Faculty and Department	Name of the Journal	Title of the Paper	Vol. No, Issue No, ISSN No, Month Year	Indexed in
43.	Dr. Shakul Hameed, Department of Business Administration	Emerald	Analyzing organizational barriers towards building postpandemic supply chain resilience in Indian MSMEs: a grey-DEMATEL approach	DOI 10.1108/BIJ-11-2021-0677 May 2022	Scopus
44.	Dr. R. Jothi Mani, Department of Physics.	Digest Journal of Nanomaterials and Biostructures	Green synthesis of CuO nanoparticle using justiciaadhatoda leaf extract and its antibacterial and thermal asset	Vol.16, 3 2021	Scopus
45.	Dr. R. Jothi Mani, Department of Physics.	Rasayan Journal of Chemistry	Morindacitrifolia leaf extract mediated green synthesis of copper oxide nanoparticles and its potential and antibacterial studies	Vol. 14, 2 2021	Scopus
46.	Dr. R. Jothi Mani, Department of Physics.	Journal of Nano- and Electronic Physics	Green Synthesis of Copper Oxide Nanoparticles from Catharanthus Roseus Plant Leaf Extract and Its Investigation	Vol.13, 1 2021	Scopus

**THE DETAILS OF PAPER PUBLICATIONS IN WEB OF SCIENCE AND
SCOPUS-INDEXED JOURNALS (June 2021 – June 2022)**

The Total Number of Papers Published Department-wise

S.No	Department	Total Number of Papers
1.	English	1
2.	Mathematics	8
3.	Physics	20
4.	Chemistry	7
5.	Zoology	3
6.	Computer Science	3
7.	BBA	2
8.	Commerce	2
	Total	46

IV. The Award of MARKS for the Part – V Programmes

A meeting for the allocation of marks for the Part V Programmes was held at 10.30 a.m. on 19.12.2022 at 10.30 a.m. at the Seminar Hall. All the Faculty In-charge of the Part V Programmes, the Part V Coordinator, the IQAC Coordinator and the Dean of Sciences attended the meeting.

The modalities of allocating marks for the Part V Programmes were discussed threadbare. With regard to the Sadakath Outreach Programme, it was resolved to collect funds from the students to carry out the proposed activities. A format for the allocation of marks was introduced by the IQAC and it was finalised after receiving the inputs from the attendees. It was resolved to strictly adhere to the prescribed format and to submit the same by the respective Faculty-In-Charge to the IQAC on or before 20.12.2022.

(See Annexure – I)

V. CURRICULUM FEEDBACK

The Feedback on Curriculum was obtained from the students on 10.11.2022. The following faculty members collected the feedback from the students of the various Departments as per the following allocation:

S. No.	Name	Department Allotted
1.	Dr. J. Jemi Merlin Rani, Department of History, (Convener).	I,II and III B.A. English (Aided) I,II and III B.A. History
2.	Tmy.A. Ferin Fathima, Department of Physics.	I,II and III B.Sc. Zoology I,II and III B.Sc. Chemistry I,II and III B.Sc. Physics
3.	Tmy. M. Jebamalar Freeda, Department of English.	I,II and III B.Sc. Mathematics (Unaided) I,II and III B.Sc. Nutrition and Dietetics I M.Sc. Nutrition and Dietetics
4.	Thiru. E.S. Afsal, Department of History.	I,II and III B.Sc. Microbiology I and II M.Sc. Microbiology I,II and III B.Com (Aided) I B.Sc. Psychology and I B.Lib.I.Sc.
5.	Dr. P.S. Bensi, Department of Applied Nutrition and Public Health.	I,II and III B.Sc. Computer Science (Aided) I,II and III B.Sc. Mathematics (Aided) I,II and III B.Com. (Finance)
6.	Dr. M. Fathima Shahana, Department of Chemistry.	I and II M.Sc. Chemistry I and II M.Sc. Computer Science I and II M.Sc. Mathematics I and II M.A. History I and II M.Com., and I,II M.Sc. Zoology
7.	Dr. V.Malik, Department of Tamil.	I,II and III B.A. Tamil I,II and III B.A. Arabic I,II and III B.A. Economics
8.	Dr. N.Sahar Ban, Department of Economics.	I,II and III B.Sc. IT I,II and III BCA I,II and III B.Sc. Computer Science
9.	Dr. Ed. Priyadharsini, Department of Commerce, (Unaided).	I,II and III B.Com. Section A I,II and III B.Com. Section B I B.Com. (Hons.) I,II,III BBA
10.	Dr. A. Alis Sofia Department of English (PG)	I,II,III B.A. English I,II M.A. English I,II M.Sc. Physics

Th Feedback on Curriculum (See Annexure II)

VI. ACADEMIC AND ADMINISTRATIVE AUDITS

The Academic and Administrative Audit Reports for the academic year 2021 – 2022

The Administrative Audit was held for the Administrative Offices, Library, IQAC and Part V Programmes on 10.10.2022. The Academic Audit for all the Departments was held on 11.10.2022. Dr. V. Balamurugan, The Former Director of IQAC and Professor, Department of Computer Science, Manonmaniam Sundaranar University, Tirunelveli and Dr. William Dharma Raja, The Director, IQAC and Head, Department of Education, Manonmaniam Sundaranar University, Tirunelveli, served as External Auditors. The following is the schedule of the audits held.

S. No.	The Departments / The Offices Audited	External Auditors	Internal Auditors
1.	a. All the Departments b. The Office of the COE c. The Administrative Section d. The Library e. The Part V Programme f. The Various Committees	Dr. V. Balamurugan, The Former Director of IQAC and Professor, Department of Computer Science, Manonmaniam Sundaranar University, Tirunelveli – 627 012. Dr. William Dharma Raja, Director of IQAC, Professor and Head, Department of Education, Manonmaniam Sundaranar University, Tirunelveli – 627012.	Dr. A. Shakul Hamid Dr. M. Nazeer Ahamed Dr. S.M.A. Syed Mohamed Khaja Dr. M. Sithi Jameela Dr. S. Mohamed Haneef Dr. M. Mohamed Roshan Dr. A. Syed Mohamed Dr. Sheik Muhideen Badhusha Dr. Kanna Muthiah Dr. S. Syed Ali Fathima Dr. M. Sulthana Barvin Mr. P.P. Saidali Dr. R. Janet Rani Mrs. A. Zeenath Bazeera

The Academic and Administrative Audit Reports **(See Annexure-III)**

VII. THE RESOLUTIONS OF THE IQAC STEERING COMMITTEE MEETING HELD ON 16.12.2022

- It was resolved to submit the AQAR for the Academic Year 2020-2021 on 31.12.2022
- It was resolved to convene a meeting on 19.12.2022 to allocate marks for all the Part V Programmes.
- It was resolved to conduct a Mock Peer-Team Visit with Dr. Ayub M. Shaikh, IQAC Cluster India, The Head of the Department of Zoology and IQAC Coordinator, I.C.S. College of Arts, Commerce and Science and Dr. Deepak Nanaware, IQAC Cluster India, The Head of the Department of English and IQAC Coordinator, DAV Velankar College of Commerce on 11.01.2023 and 12.01.2023.
- It was resolved to provide seed money to the Faculty Members of the Arts and Commerce Departments.
- It was resolved to strengthen the activities under Sadakath Outreach Programme by conducting more programmes and also by ensuring the follow-up activities.
- It was resolved to provide activity-based incentives to the Programme Manager, Sadakath Outreach Programme.

VIII. Strengthening of the Academic, Administrative and Research Activities

Steps to be taken:

1. To introduce a minimum of 20% New Courses in all the Programmes.
2. To introduce Value-Added Courses for all the Departments.
3. To request the Managing Committee to appoint teachers with doctoral degrees in Arts, Science and Commerce.
4. To request the Managing Committee to appoint Faculty Members with an experience of at least eight years as suggested by the Ministry of Education for NIRF Ranking.
5. To introduce retotalling and a provision for photocopy of the answer scripts.
6. To encourage the Faculty Members to receive Awards/Fellowships in Advanced studies
7. To apply for Grants for Research Projects from Governmental and Non-Governmental Organizations.

8. To encourage the Faculty Members to receive the award of Supervisorship.
9. To encourage the Faculty Members to publish Research Papers in Journals of Repute, Books and Chapters in edited volumes and to publish Papers in National / International Conference Proceedings
10. To promote Consultancy and Corporate Training
11. To provide training to teachers involved in Consultancy Services.
12. To develop the facilities for Consultancy and to increase the funds for the purchase of books / e-books/ Journals/e –journals.
13. To strengthen the Library usage / foot falls.
14. To provide more number of Computers at the Laboratories.
15. To increase the Number of Scholarships provided to the students from the Government and the Non-Governmental Agencies.
16. To strengthen the scopes for Placements / Higher Studies.
17. To provide Financial Support to the Faculty members for attending Conferences / Workshops.
18. To conduct more training programmes for the Faculty and Staff for professional development and for effective Administration.
19. To motivate the Faculty to participate at more number of FDPs/ Refresher Courses/ Orientation Programmes (Online/Offline)
20. To introduce Sensor-based Energy Conservation.

IX. Future Plans:

Academics:

1. To start B.Sc. Data Sciences.
2. To start a Diploma Course in Fashion Technology.
3. To provide Seed Money to the Faculty Members of the Arts and the Commerce Departments.
4. To start Career-Oriented Courses for the students of the Arts and Physical Education Departments.
5. To initiate measures to strengthen the activities under Sadakath Outreach Programme.

Non-Academics:

1. To initiate the construction of Quarters for Principal and Faculty, Auditorium, Swimming Pool and Gymnasium.
2. To establish Sadakath Medical Laboratory and a Diagnostic Centre.

3. To set up Sadakath Cooperative Store.
4. To start an Incubation Hub and a Skill Development Centre.

Annexure – I
Allocation of Marks for Part V Activities

I. NATIONAL CADET CORPS

A. Scheme of Evaluation (For I Year)

Evaluation Criteria	Level of Performance	Marks for Each Category		
		Scoring Scheme	Maximum	Total (Maximum)
Parade Attendance	Up to 60%	40	60	80
	60 to 80%	50		
	Above 80%	60		
Participation	in		20	
	SSA, Blood Donation Scholarships			
Camps	ATC/CATC		20	20
Total Marks				100

B. Scheme of Evaluation (For II Year)

Evaluation Criteria	Level of Performance	Marks for Each Category		
		Scoring Scheme	Maximum	Total (Maximum)
Attendance	Up to 60%	40	60	70
	60 to 80%	50		
	Above 80%	60		
Participation			10	
	SSA, Blood			

	Donation Scholarships			
Camps				30
	National Level Camps		10	
	'B' Certificate		10	
	RDC or TSC Delhi		10	
Total Marks				100

II. NATIONAL SERVICE SCHEME (NSS)

A. Scheme of Evaluation (For I year) – 80 Hours of Activities

Nature of Activity	Evaluation Criteria	Level of Performance	Marks for Each Category		
			Scoring Scheme	Maximum	Total
Regular Activities	Attendance (30 Marks)	Up to 60%	10	30	30
		61 to 80%	20		
		81 to 100%	30		
	Participation at College-level (40 Marks)	Independence Day/ Republic Day	5 marks / event	50	
		College-Level Swachch Bharath Activities	5 marks / 2 hrs		
		Other Programmes	5 marks /event		
	Participations beyond college level	University-level District - level State-level National level	10 marks / event	10	60
	Sapling Plantation	Plantation of sapling at the maintenance of it within the college premises	10/sapling	10	10
Total					100

B. Scheme of Evaluation (For II year) – 160 Hours

Nature of Activity	Evaluation Criteria	Level of Performance	Marks for Each Category		
			Scoring Scheme	Maximum	Total
Regular Activities	Attendance (30 Marks)	Up to 60%	10	30	30
		61 to 80%	20		
		81 to 100%	30		
	Participation at College level (10 Marks)	Independence day/ Republic day	5 marks / event	25	
		College-level Swachch Bharath Activities	5 marks / 2 hrs		
		Other Programmes	5 marks /event		
	Participations beyond college level	University-level State-level National-level	10 marks / event	10	
	Awards (College / University / State /National -levels)			10	35
Total					65
Special Camp					
Attendance – All the days to a maximum permission of one day for a volunteer				25	35
Conduct				5	
Level of Participation				5	
Total					100

III. SADAKATH OUTREACH PROGRAMME

A. Scheme of Evaluation (For II year)

Nature of Activity	Evaluation Criteria	Level of Performance	Marks for each Category		
			Scoring Scheme	Maximum	Total
Regular Activities	Attendance (30 Marks) 2 visits in the Adopted Villages and a minimum of 2 visits to the Rahmath Nagar Area	Up to 60%	20	40	40
		61 to 80%	30		
		81 to 100%	40		
	Survey / Activities in the Adopted Villages (20 Marks)		20	20	20
	National / State Level Activity		15	15	15
	Awards / Recognition (College / State / University- levels)		5	5	5

	Action Taken		20	20	20
Total					100

IV. YOUTH RED CROSS / RED RIBBON CLUB

A. Scheme of Evaluation

Nature of activity	Evaluation Criteria	Level of Performance	Marks for each Category		
			Scoring Scheme	Maximum	Total
Regular Activities	Attendance	Up to 60%	10	30	70
		61 to 80%	20		
		81 to 100%	30		
	Participation	University-Level	10 Marks / Event	40	
		College-Level	5 Marks / Event		
Field Visit	Old age home				30
	Orphanage				
	Hospital Visit				
Total					100

V.PHYSICAL EDUCATION

Regular Activities will be prescribed by the Physical Director as per the local needs of the college.

Nature of activity	Evaluation Criteria	Level of Performance	Marks for each Category		
			Scoring Scheme	Maximum	Total
Regular Activities	Attendance	Up to 60%	10	30	30
		61 to 80%	20		
		81 to 100%	30		
	Participation	Regular Physical Activities and Games / Sports	15	15	
		Involvement in organizing Sports Activities/Tournaments/ Competitions	15	15	
		Intramural Competitions	10	10	40
		Sports Day Parade	5	5	
		Health awareness Activities,	5	5	
Special Achievements	Intercollegiate / District-level /			20	30
	Inter-University / State- level & Above			30	
				Total	100



SADAKATHULLAH APPA COLLEGE
RAHMATH NAGAR, TIRUNELVELI – 11
YOUTH WELFARE
DETAILS OF THE ALLOTMENT OF MARKS

S.NO	PROGRAMMES / COMPETITIONS	MARKS
1	INDEPENDENCE DAY	15
2	REPUBLIC DAY	15
3	COLLEGE DAY	15
4	UNION DAY	15
5	COLLEGE / DIST LEVEL	05
6	UNIVERSITY LEVEL	10
7	NATIONAL LEVEL	10
8	INTERNATIONAL LEVEL	15
9	TOTAL	100

YOGA

Nature of activity	Evaluation Criteria	Level of Performance	Marks for each Category		
			Scoring Scheme	Maximum	Total
Regular Activities	Attendance	Up to 60%	10	30	30
		61 to 80%	20		
		81 to 100%	30		
	Internal Participation	Regular Activities	10	10	40
		Involvement in organizing Activities/ Programme Participation	15	15	
		Performance of Activity	15	15	
Special Achievements	External Participation	Intercollegiate / District-level	20	30	
		Inter-University / State-level & above	30		
				Total	100

ANNEXURE - II

B. WILLIAM DHARMA RAJA, PhD

Professor & Head
Department of Education

(O) 0462 2563261
(P) 94431 95395

(Fax) 0462 2334363

widh07@yahoo.com

SADAKATHULLAH APPA COLLEGE

(Autonomous)

Rahmath Nagar, Tirunelveli - 627 011

Audit Report – 2021-22

Auditor: Prof. B. William Dharma Raja
Head, Department of Education
Manonmaniam Sundaranar University
Tirunelveli – 627 012

BRIGHT ASPECTS:

- Beautiful Library
- Fourth cycle of NAAC assessment
- Significance given to the unaided programmes
- No vacancies in the permanent postings
- Outcome Based Curriculum
- Strong and functional IQAC
- Support from management for the Academic enhancement

OBSERVATIONS & SUGGESTIONS:

I. Departmental:

- i. All the Departments may maintain 33 individual files.

(PTD)



MANONMANIAM SUNDARANAR UNIVERSITY
TIRUNELVELI - 627 012
Tamil Nadu, India
www.msuniv.ac.in

8/263A, 5TH CROSS STREET, SHANTHI NAGAR
PALAYAMKOTTAI - 627 002



- ii. *Power Point Presentation:* As far as possible, all the PPTs shall be professional; All the Departments can have two PPTs - one detailed and another brief for five minutes Presentation; The PPTs are to fulfil the components or SSR.
- iii. All the individual teachers should have their own timetable.
- iv. In the Department meeting registers, action taken report is to be included.
- v. All the missing registers with the previous heads / directors are to be handed over to present heads/ directors.
- vi. Hard Copies of all the circulars are to be maintained separately by all the Departments.
- vii. All the teaching staff are to be exposed to all the files during NAAC visit.
- viii. Departmental level conduct of guest lectures are mostly only one. It may be enhanced to two, at least.
- ix. All the regular department may conduct at least one National Seminar every year.
- x. Most of the department have only one agenda connected with Curriculum, Teaching and evaluation. It may be looked into to have more agenda connected with Co-Scholastic activities.
- xi. Conduct of remedial course is to be conducted procedurally and scientifically, as it has weightage in the assessment.
- xii. Finding slow learners and gifted learners are not explained properly by the teachers of some departments.
- xiii. Each activity by the Department be maintained in individual files.
- xiv. Publications in journals, publications in proceeding – separate files (29A, 29B) are to be maintained.
- xv. An average number of publication in journal per Department, let be equal to the number of teachers in the Department.

(PTO)



(2)

- xvi. For all the events conducted, the files are to be incorporated with a page report, 3 or 4 photos, a sample certificate, sample feedback forms and profile of Resource Persons.

2. Library:

- i. Visiting library by the teachers is to be enhanced.
- ii. A rolling stand may be provided for show casing the new arrivals in the Library.
- iii. Display of graphs of no. of books and amount spent for Library year wise, during the assessment period.

3. Committees:

- i. The committees like NSS, NCC, YRC etc. have to have the regulation (UGC) in hard copies.
- ii. Events conducted in the name of any committee shall be including at least students of three Departments.
- iii. Meeting Register shall be signed by all the members of the committee. The records without HOD sign and Principal sign are to be rectified.
- iv. Feedback for conducted events may be received in to ways – post feedback and delayed feedback.

4. IQAC:

- i. All main Offices like Principal's, Vice Principal's, COE's, Directors', HODs', Library, may have a copy of NEP 2020.
- ii. Analysis of feedbacks and follow-up practices are to be strengthened.
- iii. Combined Departments (Sharing of systems, bureau) may be provided individual rooms or some compartmental setting may be set up at initial stage.
- iv. In the staircase – Motivation Quotes may be written.
- v. Need based budget is to be prepared.

PTd

③



- vi. Tamil and Arabic – Display Boards are to be in both Tamil & English and Arabic & English, respectively.
- vii. House-keeping is to be enhanced.
- viii. One or two gardens may be created immediately.
- ix. The IQAC is to ensure equal distribution of the components – Soft Skill, Communication Skill, Life Skill, and Technology Skill to the various committees
- x. Students Induction Programme (SIP) file is to be prepared in a book form with events chart, profile of resource person, reports, attendance, registers, feedback and photos. An Analysis is to be made from the feedback to enhance the quality of SIP for the forth coming year.


Dr B. WILIAN LARMA RAJA
Professor & Head
Department of Education
Manonmaniam Sundaranar University
Tirunelveli - 627 012

Dr. V. BALAMURUGAN

Professor

Department of Computer Science & Engineering

Manonmaniam Sundaranar University

Tirunelveli – 627 012

Mobile: 9486240097

e-mail: bala_vm@msuniv.ac.in

**REPORT ON THE ACADEMIC AND ADMINISTRATIVE AUDIT (2021-22), CONDUCTED AT
SATHAKATHULLAH APPA COLLEGE ON 10th and 11th Oct 2022**

Departments Visited

The following departments were audited on 10th & 11th Oct 2022:

1. Zoology (PG)
2. Chemistry (PG)
3. Physics (PG)
4. Microbiology (PG)
5. Mathematics
6. Computer Science
7. Nutrition and Dietics
8. Chemistry UG
9. Physics UG
10. Zoology (UG)
11. Computer Science (UG)

OBSERVATIONS:

The following observations are made in general:

1. The curriculum has well defined PO and PSO. In some department it needs to be relooked.
2. The PO-CO mapping for outcome verification needs to be done.
3. Employability courses and Skill courses are to be revisited
4. PO attainment plan must be made.
5. Continuous feedback on curriculum from experts are needed.
6. Innovative curriculum – needed (Need analysis)
7. Innovative teaching methods such as Brainstorming, Quiz, Treasure Hunt, Flipped Mode, Blended Mode, Demo, Role Play, Debate, Discussion, Chart, Models are to be applied and teachers are to be trained.
8. Success of Certificate Programmes are to be evaluated.
9. Industry Institute Interaction – to be improved
10. Best practices of departments apart from college is to be identified
11. Documentation needs improvement
12. Wall display of statistics – needed
13. Lesson plan must include various tools and pedagogy
14. Exit Survey, Feed back from stake holders – to be obtained
15. Research progress, research infrastructures – to be displayed
16. Extension activities – to be improved
17. Consultancy and IPR – to be improved

18. Mentoring system must be effective
19. Scholarship details are to be displayed
20. LMS, Academic Management Software – to be purchased
21. Placement – to be improved
22. Entrepreneurial activities need improvements
23. Sensitization on OBE and ABC – needed
24. Duties and responsibilities and procedures – to be made available
25. Innovative evaluation methods – needed
26. Awards and Honours – to be displayed
27. Skills of students and staff members are to be availed by college.
28. Resource Optimization - needed
29. Budget allocation – details needed
30. Sensitization of faculty members and students on quality - needed
31. Students induction programme – must be effective
32. Skill – Learned ability to do something with determined success – must be assessed
33. Employability – Ability of job seeker to employ himself (choosing right career, having knowledge and Skills, ability to learn on his own) – must be assessed
34. Licensed OS/ Software for Computer Lab – Needed
35. Computers can be connected through LAN at the Computer Laboratory.
36. Departments can extend their services to the college wherever needed and students can be paid with remuneration for these services under Earn while learn scheme. This can be projected as Best Practice.
37. Recent Trends can be added in 5th Unit as best practice.
38. Museums can be made available in the departments.

On 10th Oct 2022, audit was conducted at the Office of the COE and the following observations/ suggestion are made:

1. Examination manual is not available and it needs to be drafted with the following information:
 - ✓ Vision, Mission and Objectives of CoE wing.
 - ✓ Quality Policy (such as “To conduct the error free examinations by planning well and by adapting the necessary mechanism in all the stages of examination”)
 - ✓ Planning the examination related activities with dead line.
 - ✓ Examination Call for.
 - ✓ Creating database of programmes, year, semesters, subjects, credits, etc.
 - ✓ Registration of the Students and Fee Collection.
 - ✓ Generation of Hall Ticket along with necessary instructions.
 - ✓ Preparation of committee for question paper scrutiny, Question paper setting, Evaluation, Passing Board, etc.
 - ✓ Attendance Requirements
 - ✓ Question paper setting, scrutiny
 - ✓ Making ready the Answer sheets
 - ✓ Maintaining confidentiality of Question Papers.
 - ✓ Hall allotments
 - ✓ Supervisor allotment

- ✓ Question Paper and Answer sheet distribution
 - ✓ Evaluation Process
 - ✓ Mark Entry and Results preparation.
 - ✓ Results analysis/ outcome analysis
 - ✓ Conduct of Awards Committee and Result Declaration
 - ✓ Procedures for Re-evaluation and Re-Appeal
 - ✓ SGPA and CGPA
 - ✓ Uploading results to National Academic Depository
 - ✓ Security Features in Certificates.
 - ✓ Maintenance of Data in digital format
 - ✓ Retention Period of examination related documents.
 - ✓ Destruction of obsolete documents.
 - ✓ Classification of Documents (Confidential/ non-confidential)
 - ✓ ICT policy.
 - ✓ Validation and verification of software.
 - ✓ Data backup policy
 - ✓ Data Recovery policy
 - ✓ TMR and CMR
 - ✓ User name and Password policy.
 - ✓ Duties and Responsibilities of the staff members working at CoE wing.
 - ✓ Procedures to be followed at various stages of examination.
2. UGC prescribed credit – hours shall be followed: i.e. 1 Credit = 1 Theory/2 Tutorial or Practical Hours.
 3. Since credits are varied based on the subjects the maximum marks shall be kept constant (i.e. 100) irrespective of number of examination hours.
 4. Software developer and software user shall not be the same person.
 5. Audit Trail or Audit Report (a facility available at database software) shall be printed and submitted daily to the CoE to ensure the data corrections, carried out by the software users are authorized transactions.
 6. Databases maintained at CoE office and Administrative Office shall be synchronized periodically.
- On 11th Oct 2022, the administrative section was audited and the following observations are made:
1. Checking of Personal Registers (PR) shall be done more effectively.
 2. A stock file (also known as Policy Foler) shall be maintained for ready reference of the rules and regulations.
 3. A centralized stock register shall be maintained at admin office.
 4. Administrative training can be imparted to all the staff members once a year.
 5. Application status of Scholarships shall be displayed to all the students to ensure the transparency.
 6. Student's data shall be supplied to CoE section for synchronization purpose.

Date: 11. 10. 2022

Dr. V. Balamurugan

Dr. V. Balamurugan, M.Tech., Ph.D.
Professor
Dept. of Computer Science Engg.
Maharaja's Science University,
Tirunelveli - 627 012.

3/3

Dr. A. Syed Mohamed,
Coordinator, IQAC
and Head of the
Department of Chemistry.

Dr. S.M. Abdul Kader,
Principal and
Chairperson, IQAC.