

## DWARAKA DOSS GOVERDHAN DOSS VAISHNAV COLLEGE

(Autonomous, Linguistic Minority Institution, College with Potential for Excellence)

Arumbakkam, Chennai – 106.


### Academic Audit Report

Name of the Department		ECONOMICS – DAY		
Year of Establishment				
Department Timing		8.15 a.m. to 1.30 p.m.		
Audit Panel Members' Name		Designation	Address	Contact Number/ email id
1.	Dr. K. RAJA	Associate Professor	Department of Economics Pachaiyappa's College Kilpauk, Chennai	9442352296 drarak-esthik@gmail.com
2.	Mr. R. Sundaramurthy	Assistant Professor	Department of Economics Government Arts College Vyasaripadi Chennai	9840501270 85M_1336@yahoo.co
3.	Mr. T. Rama Karthikeyan	Assistant Professor	Department of Economics Presidency College Chennai	9444052371 aruna2001@gmail.com
Date of Audit		14/2/2019		

**PRINCIPAL**

Dwaraka Doss Goverdhan Doss  
Vaishnav College  
Arumbakkam, Chennai - 600106.

Particulars		Observation	Remarks / Suggestions by the panel
<u>Courses Offered</u>	<u>Strength</u>		
B.A (I, II, III)	210		
M.A (I, II)	30		Enrollment can be increased
<u>Result of the last External Exam</u>			
<u>Courses offered</u>	<u>Pass %</u>		
			It is suggested to maintain the records relating to pass percentage.
Annual Curricular Plan			
Attendance		- Good -	Steps taken to increase the percentage of attendance
Coverage of Syllabus		- Good -	No need to change.
<u>Teaching Diary and Teaching Notes</u> No of Teaching staff including contract/ Guest/PT: No Teachers submitted:		All are well maintained	Staff should be increased

No Teachers Not submitted with details:		
Conduct of Classes	- Good -	
Use of supplementary teaching tools and application of ICT	using of smart classes for student.	conducting socio-economic survey - Annually
Student Centric Activities	Fulfilling the criteria by conducting world map, orientation program	
Student seminars	- yes -	
Remedial Coaching	- yes -	
Student Assignment	- yes -	
Student Feedback (Analysis done or not)	- yes -	
Conduct of Internal Examinations	- yes - LIA Test - 3, Assignment - 2	
Maintenance of Marks, Register/File	adequate	

Library	<del>Form statistics</del> No. of books - 2775	
Laboratories	Socio-Economic Survey Consumer survey	
e-Class Rooms	- yes -	
Computer & Internet	- yes -	
Sanitation	Adequate	
Drinking Water Facilities	Adequate	

#### Faculty Details

Note: A brief CV of each faculty member may be attached, specifying details of honours, achievements, recognitions, publications, workshops, seminar participation, research experience, projects undertaken etc., as an annexure

Sl. No.	Name	Designation	Qualification	Experience (years)		Perm./Temp./ guest/ Contract/ visiting etc
				Total	In the college	
1.	Dg. T. S. Prema	Asso. Prof + Head	M.A. M.Phil Ph.D	33		Permanent
2.	Mg. J. P. Jaideep	Asso. Professor	M.A. M.Phil PG Dip in HAB. Eng	29		Permanent
3.	Dg. S. V. NANDINI	Asst. Professor	M.A. M.Phil Ph.D SET	14	10	Permanent
4.	Ms. Mandira Dutta	Asst. Professor	M.A. M.Phil SET	10	10	Permanent



5.	Dr. S. Latha	Asst. Professor	M.A., M.Phil, SET, Ph.D	10.8	10.8	Permanent
6.	Dr. T. Umapathy	Asst. Professor	M.A. M.Phil, Ph.D, SET	11	11	Permanent
7.	Dr. N. Smitha	Asst. Professor	M.A., M.Phil Ph.D	11	11	Permanent
8.	Dr. S. Narayanan	Asst. Professor	M.A. Ph.D	6.5	6.5	Permanent
9.	Mr. L. Arunugam	Asst. Professor	M.A. B.Ed, M.Phil, MBA	20	20	Permanent
10.	Mr. Meenakshi V.	Asst. Professor	M.A., M.Phil, SET	1	1	Permanent

#### Research Guidance

Sl.No.	Faculty Name (Recognised Guides)	M.Phil. (Awarded/ submitted) - Nos.	Ph.D. (Awarded/ submitted) - Nos.	M.Phil. (Ongoing) - Nos.	Ph.D. (Ongoing) - Nos.
1.	Dr. T. S. Prema	33	2	2	7
2.	Mr. J. P. Jaideep	25	—	1	—
3.	Dr. S. V. Nandini	2	—	1	—
4.	Dr. S. Latha	3	—	—	—
5.	Dr. T. Umapathy	2	—	1	—

Number of Research Projects Completed/ ongoing (Give details as an annexure)

Any other Detail as deemed fit.



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Please rate the quality of the academic program by placing a checkmark in the appropriate box to indicate whether the criterion is not applicable (N/A), not evident, emerging, established, or highly developed.

If a particular criterion is inappropriate or not applicable to the program under review, the item will be marked NA.


Not Evident – the criterion statement was not addressed by the program in either its self-study report or appendices. Furthermore, questions about this criterion asked by the Academic Auditor Team at its site visit did not elicit responses that demonstrated that the criterion has been addressed or that a planning process is in place to address the criterion.

Emerging – the program has acknowledged the criterion statement as an area that has only recently been formally addressed. The program may have presented a planning process that it has put in place to address this criterion. It may have formulated initial plans to address this criterion but not have implemented the plan. Or, it may be that plans and processes are in place to address this criterion, but that these are in the initial stages of implementation.

Established – the program demonstrates that its plans, activities and assessments of the criterion are in place in an appropriate, reasonable and well-organized manner. Program faculty, and where applicable students and other stakeholders, are aware of and participate in continuous improvement processes related to the criterion.




Highly Developed – the program thoroughly exhibits that its plans, activities and assessments of the criterion are fully articulated and richly incorporated into the culture of the program including the active engagement of all faculty (full and part-time) as well as students and other stakeholders as pertinent to the criterion. Furthermore, the program shows how it uses the results of assessments regarding the criterion for ongoing improvement of performance in that criterion.


1. Learning		N/A	Outcomes Not Evident	Emerging	Established	Highly Developed
1.1	The faculty has identified program learning outcomes that are current, measurable and based upon appropriate processes and evidence regarding the requirements of the discipline.					✓
1.2	The faculty has identified student learning outcomes in its core coursework that are clear, measurable and based on an appropriate process to identify what students need to master in each course.					✓
1.3	The faculty has an appropriate process for evaluating program and course-level learning outcomes on a regular basis taking into account best practices,					✓

	stakeholder feedback and appropriate benchmarks in the field.					
<b>2. Curriculum and Co-Curriculum</b>		<b>N/A</b>	<b>Outcomes Not Evident</b>	<b>Emerging</b>	<b>Established</b>	<b>Highly Developed</b>
2.1	The faculty collaborates regularly and effectively on the design of curriculum and planned improvements.					✓
2.2	The faculty regularly analyzes the content and sequencing of courses as applicable in terms of achieving program learning outcomes.					✓
2.3	The faculty regularly reviews the curriculum based on appropriate evidence including comparison with best practices where appropriate.					✓
2.4	The program regularly incorporates appropriate complementary co-curricular activities and programs to supplement and support student learning					✓
<b>3. Teaching and Learning</b>		<b>N/A</b>	<b>Outcomes Not Evident</b>	<b>Emerging</b>	<b>Established</b>	<b>Highly Developed</b>
3.1	The faculty regularly and effectively collaborates in designing, developing and delivering teaching methods that improve student learning throughout the program.					✓
3.2	The faculty promotes the effective use of instructional materials and teaching tools, including technology as appropriate, for achieving student mastery of learning objectives.					✓
3.3	The program regularly evaluates the effectiveness of teaching methods and the appropriateness of instructional materials.					✓
3.4	The faculty analyze evaluation results on a regular basis and modify teaching methods to improve student learning.					✓
3.5	The faculty engages in regular professional development that enhances its teaching, scholarship and practice.					✓
3.6	The program monitors student persistence and success in its courses and program and uses that data to inform improvements in the program and to optimize student success.					✓
<b>4. Student Learning Assessment</b>		<b>N/A</b>	<b>Outcomes Not Evident</b>	<b>Emerging</b>	<b>Established</b>	<b>Highly Developed</b>
4.1	The faculty uses indicators of student learning success that are aligned with program and student learning outcomes.				✓	
4.2	The faculty assesses student learning at multiple points throughout the program using a variety of assessment methods appropriate to the outcomes				✓	

	being assessed.					
4.3	The program regularly implements continuous quality improvements based upon the results of its student learning assessments.				✓	
<b>5. Follow-up of Previous Audit</b>		<b>N/A</b>	<b>Outcomes Not Evident</b>	<b>Emerging</b>	<b>Established</b>	<b>Highly Developed</b>
5.1	There is documented evidence that the program has implemented the plans for its initiatives for improvement cited by the faculty in the previous self-study report including any changes to those initiatives for improvement.					✓
5.2	There is documented evidence that recommendations made by the Academic Auditor Team have been considered and, when feasible and appropriate, implemented and tracked.					✓

#### Signatures

1. D. K. RAJA - 
2. R. SUNDARAHURTHY 
3.  R. Ramesh Kumar

  
**PRINCIPAL**  
Dwaraka Doss Goverdhan Doss  
Vaishnav College  
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### Academic Audit Report

Name of the Department		BUSINESS ECONOMICS (EVENING) SHIFT - II		
Year of Establishment				
Department Timing		2:00pm 6:30 PM		
Audit Panel Members' Name		Designation	Address	Contact Number/ email id
1.	Dr. K. RAJA Associate Professor	Associate Professor	Economics Department Pachiyappa College Kilpauk, Chennai	9442352296 dr.rajakeerthi @gmail.com
2.	Mrs. R. Sundaramurthy	Assistant Professor	Economics Department Government and Arts College, Myasapadi, Chennai	9840501270 rsm_1336@yahoo.co
3.	Mrs. T. Rama Karthikeyan	Assistant Professor	Economics Department Presidency College Chennai.	944452371 aruna2001@ mail.com.
Date of Audit				



Particulars		Observation	Remarks / Suggestions by the panel
<u>Courses Offered</u>	<u>Strength</u>		
B.A. I year	72		
II year	57		
III year	64		
M.A. I year	06		
II year	07		
<u>Result of the last External Exam</u>			
<u>Courses offered</u>	<u>Pass %</u>		
Annual Curricular Plan			
Attendance		Good	Measures have been taken to improve percentages
Coverage of Syllabus		Good	Change not required
<u>Teaching Diary and Teaching Notes</u> No of Teaching staff including contract/ Guest/PT: No Teachers submitted:		Maintained Well	Faculty adequate



No Teachers Not submitted with details:		
Conduct of Classes	Good	
Use of supplementary teaching tools and application of ICT		
Student Centric Activities	Guest lectures, Seminars held regularly	
Student seminars	Yes	
Remedial Coaching	Done	
Student Assignment	Yes - 2 Assignments for each subject	
Student Feedback (Analysis done or not)	Yes	
Conduct of Internal Examinations	Conducted Regularly CIA Test - 3, Assignment - 2	
Maintenance of Marks, Register/File	Yes	

Library	Adequate Books		
Laboratories			
e-Class Rooms			
Computer & Internet	Yes		
Sanitation	Adequate		
Drinking Water Facilities	Available		
<b>Faculty Details</b>		Note: A brief CV of each faculty member may be attached, specifying details of honours, achievements, recognitions, publications, workshops, seminar participation, research experience, projects undertaken etc., as an annexure	
Sl. No.	Name	Designation	Qualification
Experience (years)			
Total			
In the college			
Perm./Temp./ guest/ Contract/ visiting etc			
	ENCLOSED		


Research Guidance — NOT APPLICABLE

Sl.No.	Faculty Name (Recognised Guides)	M.Phil. (Awarded/ submitted) - Nos.	Ph.D.( Awarded/ submitted) - Nos.	M.Phil. (Ongoing) - Nos.	Ph.D.(Ongoing) - Nos.

Number of Research Projects Completed/ ongoing (Give details as an annexure)

Any other Detail as deemed fit.



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Highly Developed – the program thoroughly exhibits that its plans, activities and assessments of the criterion are fully articulated and richly incorporated into the culture of the program including the active engagement of all faculty (full and part-time) as well as students and other stakeholders as pertinent to the criterion. Furthermore, the program shows how it uses the results of assessments regarding the criterion for ongoing improvement of performance in that criterion.




1. Learning		N/A	Outcomes Not Evident	Emerging	Established	Highly Developed
1.1	The faculty has identified program learning outcomes that are current, measurable and based upon appropriate processes and evidence regarding the requirements of the discipline.					✓
1.2	The faculty has identified student learning outcomes in its core coursework that are clear, measurable and based on an appropriate process to identify what students need to master in each course.					✓
1.3	The faculty has an appropriate process for evaluating program and course-level learning outcomes on a regular basis taking into account best practices,					✓

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	stakeholder feedback and appropriate benchmarks in the field.					
<b>2. Curriculum and Co-Curriculum</b>		<b>N/A</b>	<b>Outcomes Not Evident</b>	<b>Emerging</b>	<b>Established</b>	<b>Highly Developed</b>
2.1	The faculty collaborates regularly and effectively on the design of curriculum and planned improvements.					✓
2.2	The faculty regularly analyzes the content and sequencing of courses as applicable in terms of achieving program learning outcomes.					✓
2.3	The faculty regularly reviews the curriculum based on appropriate evidence including comparison with best practices where appropriate.					✓
2.4	The program regularly incorporates appropriate complementary co-curricular activities and programs to supplement and support student learning					✓
<b>3. Teaching and Learning</b>		<b>N/A</b>	<b>Outcomes Not Evident</b>	<b>Emerging</b>	<b>Established</b>	<b>Highly Developed</b>
3.1	The faculty regularly and effectively collaborates in designing, developing and delivering teaching methods that improve student learning throughout the program.					✓
3.2	The faculty promotes the effective use of instructional materials and teaching tools, including technology as appropriate, for achieving student mastery of learning objectives.					✓
3.3	The program regularly evaluates the effectiveness of teaching methods and the appropriateness of instructional materials.					✓
3.4	The faculty analyze evaluation results on a regular basis and modify teaching methods to improve student learning.					✓
3.5	The faculty engages in regular professional development that enhances its teaching, scholarship and practice.					✓
3.6	The program monitors student persistence and success in its courses and program and uses that data to inform improvements in the program and to optimize student success.					
<b>4. Student Learning Assessment</b>		<b>N/A</b>	<b>Outcomes Not Evident</b>	<b>Emerging</b>	<b>Established</b>	<b>Highly Developed</b>
4.1	The faculty uses indicators of student learning success that are aligned with program and student learning outcomes.				✓	
4.2	The faculty assesses student learning at multiple points throughout the program using a variety of assessment methods appropriate to the outcomes		✓		✓	

	being assessed.					
4.3	The program regularly implements continuous quality improvements based upon the results of its student learning assessments.				✓	
<b>5. Follow-up of Previous Audit</b>		<b>N/A</b>	<b>Outcomes Not Evident</b>	<b>Emerging</b>	<b>Established</b>	<b>Highly Developed</b>
5.1	There is documented evidence that the program has implemented the plans for its initiatives for improvement cited by the faculty in the previous self-study report including any changes to those initiatives for improvement.					✓
5.2	There is documented evidence that recommendations made by the Academic Auditor Team have been considered and, when feasible and appropriate, implemented and tracked.					✓

#### Signatures

1. DR. K. RAJA - 
2. R. SUNDARAMURTHY - 
3. I. RAMAKRISHNAN. 



**PRINCIPAL**  
Dwaraka Doss Goverdhan Doss  
Vaichnav College  
Arumbakkam, Chennai - 600106.



**POST GRADUATE DEPARTMENT OF BUSINESS ECONOMICS (SHIFT -II)**

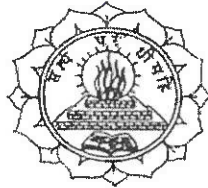
**Suggestions Given by the team of Experts after the completion of Academic Audit**

1. Statistics relating to pass percentage of students subject wise to be maintained semester wise.
2. Records relating to validation and authentication of Remedial Coaching provided to students to be maintained.
3. Increase the number of library books.
4. Maintain Journals relating to Economics in the department itself.
5. Collect feedback from students regarding academic activities like assignments, seminars, class assessments conducted and co-curricular activities conducted in the department.
6. Enrolment numbers to be improved for PG programme.
7. Requested to maintain 5 years of pass percentage.
8. Files have to be maintained regarding placement of student details.
9. Alumini file to be maintained.
10. Files regarding proof for parents and teachers meet and communication sent to the parents and the action taken regarding long absentees to be maintained.



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Arumbakkam, Chennai – 106.


### Academic Audit Report

Name of the Department		BBA		
Year of Establishment		1991 - JUNE		
Department Timing		02:00 pm - 06:30 pm		
Audit Panel Members' Name		Designation	Address	Contact Number/ email id
1.	Dr. FIRDOUSE JAHAN	Head, Dept. of BBA	JBAS College for Women, Teynampet	@firu1971@gmail.com 9445247847
2.	Dr. SUBA PRINCILLA	Dept of Business Administration	Women's Christian College, Chennai.	Subaherry@yahoo.com 9884145916
3.	Dr. ARCHANA PRASAD	Head, Dept of BBA	M.O.P. Vaishnav College for Women, Chennai	prasadarchana@yahoo.com 9884490202.
Date of Audit		11/02/2019		

  
PRINCIPAL

Dwaraka Doss Goverdhan Doss  
Vaishnav College  
Arumbakkam, Chennai - 600106.

Particulars		Observation	Remarks / Suggestions by the panel
Courses Offered	Strength		
B.B.A			
<u>I - year (A,B,C)</u>	240	Good demand for course Ability to fill the sanctioned strength is comendable	
<u>II - year (A,B,C)</u>	240		
<u>III - year (A&amp;B)</u>	160		
<u>Total</u>	<u>640</u>		
Result of the last External Exam			
Courses offered	Pass %		
<u>I - year</u>	78%.	Good.	
<u>II - year</u>	82%.		
<u>III - year</u>	90%.		
Annual Curricular Plan - As per university norms & follows.			
Curricular plans.		Good.	University norms may be followed.
Attendance			
Coverage of Syllabus		Adequate	
Teaching Diary and Teaching Notes		13 	Teaching diary to be maintained/ formalised.
No of Teaching staff including contract/ Guest/PT:			
No Teachers submitted:			
No Teachers Not submitted with details:			

Conduct of Classes	Regular	
Use of supplementary teaching tools and application of ICT	Exclusive lab provided for BBA -	Excellent!
Student Centric Activities	Annual co-curricular event, workshops, guest lectures Organised	Good.
Student seminars	Participate in seminars conducted by other colleges.	
Remedial Coaching	Performed informally.	To be formalised with records of marks, student attendance etc
Student Assignment	Compulsory 10 mark assignment for all students	
Student Feedback (Analysis done or not)	Faculty feedback taken	Feedback Analysis to be done Institutional / Department feedback also can be taken
Conduct of Internal Examinations	Clear break up of CIA is available? communicated to students	Atleast 2 CIA tests must be conducted every semester
Maintenance of Marks, Register/File	Available	

Library	4500 books available in college library Department Library available. Budget Rs 25,000/-		Issue Records to be maintained		
Laboratories	Exclusive lab with 85 Computers				
e-Class Rooms			Smart classrooms can be provided.		
Computer & Internet	Department website maintained. Internet/Wifi Available		Commendable initiative!		
Sanitation	Adequate				
Drinking Water Facilities	Adequate				
<b>Faculty Details</b>		Note: A brief CV of each faculty member may be attached, specifying details of honours, achievements, recognitions, publications, workshops, seminar participation, research experience, projects undertaken etc., as an annexure			
Sl. No.	Name	Designation	Qualification	Experience (years) Total	Perm./Temp./guest/ Contract/visiting etc
		Curriculum Vitae Enclosed.			

  
PRINCIPAL

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1. Learning		N/A	Outcomes Not Evident	Emerging	Established	Highly Developed
1.1	The faculty has identified program learning outcomes that are current, measurable and based upon appropriate processes and evidence regarding the requirements of the discipline.				✓	
1.2	The faculty has identified student learning outcomes in its core coursework that are clear, measurable and based on an appropriate process to identify what students need to master in each course.			✓		
1.3	The faculty has an appropriate process for evaluating program and course-level learning outcomes on a regular basis taking into account best practices,					✓



## **BBA DEPT ACADEMIC AUDIT REPORT – 2019**

### **RECOMMENDATIONS BY SUBJECT EXPERT:**

- 1) Students Feedback Form should include details of Course and Institution.
- 2) Remedial Coaching to be arranged for students who scores low marks in Internal Test.
- 3) Department Library should contain multiple copies and separate should register should be maintained for issue of books.
- 4) Subject code should be given for project and added in the syllabus book.
- 5) Photo album with reports to be included for industrial visit, seminar, workshops etc.,
- 6) Feed back for every event/activity has to be received and file has to be maintained for the same.
- 7) Web references & course outcome for every subject has to be added in the syllabus.
- 8) Documents relating to honorarium, letters, students feedback and voucher for expenses for every event/activity has to be maintained.



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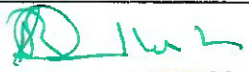
## DWARAKA DOSS GOVERDHAN DOSS VAISHNAV COLLEGE

(Autonomous, Linguistic Minority Institution, College with Potential for Excellence)

Arumbakkam, Chennai – 106.

### Academic Audit Report

Name of the Department		B. Com. (bank management)		
Year of Establishment		1998		
Department Timing		2P.m-6.30P.m		
Audit Panel Members' Name		Designation	Address	Contact Number/ email id
1.	Dr.G.VIMALA	HOD of Bank Management	Anna Adarsh College For Women, Chennai	9444212854
2.	Dr.T.Usha Priya	Vice Principal, ASST. Prof. & HOD of Bank Management	Eithiraj College For Women, Chennai.	9841810577
3.	Mrs.R.Rama	ASSO. Prof & HOD of Bank Management	Guru Nanak College Velachery, Chennai-42. 	9840086337

Date of Audit	28.01.2019		
Particulars	Observation		Remarks / Suggestions by the panel
<u>Courses Offered</u>	Strength		
B.B.M			
	I Year-78	Very Good	
	II Year-77	Very Good	
	III Year-73	Very Good	
<u>Result of the last External Exam</u>			
Courses offered	Pass %		
B.B.M			
	I Year-34.72%(76.39%in major)	Major Subjects Results Good	To focus on Soft Skill papers.
	II Year-43.66%		To be improved
	III Year-61.02%	Good	
Annual Curricular Plan: 1.90 lecture hours under the day order system2.C.I.A Exams 3. Model exams4. Assignments Seminars		Good	
Attendance I B.B.M:74% II Year-66% III Year-72%		Good	Second Year to be concentrated
			

PRINCIPAL

Dwaraka Doss Govindan Doss

21 Vechnav College

Adambakkam, Chennai - 600106.

NMS & Soft Skill marks need not be taken for Result analysis in Standing Committee.

Coverage of Syllabus: Banking oriented subject mainly included in curriculum	GST Investment Management Bancassurance — Courses apt for the current scenario	V. Good
<u>Teaching Diary and Teaching Notes</u> No of Teaching staff including contract/ Guest/PT:5(1+4) No Teachers submitted: 5 No Teachers Not submitted with details:Nil	Good.	
Conduct of Classes: 15 Hours a day(5*3)	Good.	
Use of supplementary teaching tools and application of ICT: computer lab used	Will help the students in a great way	LCD Projectors can be made available.
Student Centric Activities: Guest lectures & Cultures	Good	—
Student seminars: Organized at the class level		Every student is given a chance. Good.
Remedial Coaching: Nil	—	1. Remedial Coaching can be given to the slow learners.

*B. D. Doss*

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or  
② Advanced Learners can  
train slow learners.

Student Assignment: Part of internal Assessment	Good .	—
Student Feedback (Analysis done or not): Done	Excellent	—
Conduct of Internal Examinations: Yes	Following the process correctly	
Maintenance of Marks, Register/File: Yes	Very Good .	
Library: General Library		Students can be motivated to visit library frequent
Laboratories: Computer lab available for Students	Good .	—
e-Class Rooms: Nil	—	In future, facilities can be enhanced .
Computer & Internet: Yes	Good .	
Sanitation: Toilet facilities available	Satisfactory	
Drinking Water Facilities: Yes	Satisfactory	2/11/20

<b>Faculty Details</b>		Note: A brief CV of each faculty member may be attached, specifying details of honours, achievements, recognitions, publications, workshops, seminar participation, research experience, projects undertaken etc., as an annexure				
Sl. No.	Name	Designation	Qualification	Experience (years)		Perm./Temp./ guest/ Contract/ visiting etc
				Total	In the college	
1.	Dr.J.Jayasankar	HOD	M.com,M.phil,PH.D	30 Years	30 Years	Permanent
2.	B.Siva kumar	Asst.Prof	M.com,M.phil,M.B.A, NET(Commerce)	19 ½ Years	19 ½ Years	Permanent
3.	Dr.R.Sangeethe	Asst.Prof	M.com,M.phil,M.B.A, M.Sc,NET,SET(Comm erce),PH.D	12 Year	10 Years	Permanent
4.	Ms.M.Kalyana Sundari	Asst.Prof	M.com,M.phil,M.B.A, SET(Commerce & Management)	9 Years	9 Years	Permanent
5.	Mrs.S.Vidhya	Asst.Prof	M.com,M.phil,SET(Co mmerce)	5 ½ Years	5 ½ Years	Permanent
Research Guidance						
Sl.No.	Faculty Name (Recognised Guides)	M.Phil. (Awarded/ submitted) - Nos.	Ph.D.( Awarded/ submitted) - Nos.	M.Phil. (Ongoing) - Nos.	Ph.D.(Ongoing) - Nos.	
	Not applicable					




Number of Research Projects Completed/ ongoing (Give details as an annexure)

Any other Detail as deemed fit.

- 1 - Summer Internship can be made optional.
2. Post Graduation can be brought in.

Please rate the quality of the academic program by placing a checkmark in the appropriate box to indicate whether the criterion is not applicable (N/A), not evident, emerging, established, or highly developed.

If a particular criterion is inappropriate or not applicable to the program under review, the item will be marked NA.

Not Evident – the criterion statement was not addressed by the program in either its self-study report or appendices. Furthermore, questions about this criterion asked by the Academic Auditor Team at its site visit did not elicit responses that demonstrated that the criterion has been addressed or that a planning process is in place to address the criterion.

Emerging – the program has acknowledged the criterion statement as an area that has only recently been formally addressed. The program may have presented a planning process that it has put in place to address this criterion. It may


have formulated initial plans to address this criterion but not have implemented the plan. Or, it may be that plans and processes are in place to address this criterion, but that these are in the initial stages of implementation.

**Established** – the program demonstrates that its plans, activities and assessments of the criterion are in place in an appropriate, reasonable and well-organized manner. Program faculty, and where applicable students and other stakeholders, are aware of and participate in continuous improvement processes related to the criterion.

**Highly Developed** – the program thoroughly exhibits that its plans, activities and assessments of the criterion are fully articulated and richly incorporated into the culture of the program including the active engagement of all faculty (full and part-time) as well as students and other stakeholders as pertinent to the criterion. Furthermore, the program shows how it uses the results of assessments regarding the criterion for ongoing improvement of performance in that criterion.

1. Learning		N/A	Outcomes Not Evident	Emerging	Established	Highly Developed
1.1	The faculty has identified program learning outcomes that are current, measurable and based upon appropriate processes and evidence regarding the requirements of the discipline.				✓	
1.2	The faculty has identified student learning outcomes in its core coursework that are clear, measurable and based on an appropriate process to identify what students need to master in each course.					✓
1.3	The faculty has an appropriate process for evaluating program and course-level learning outcomes on a regular basis taking into account best practices, stakeholder feedback and appropriate benchmarks in the field.				✓	
2. Curriculum and Co-Curriculum		N/A	Outcomes Not Evident	Emerging	Established	Highly Developed
2.1	The faculty collaborates regularly and effectively on the design of curriculum and planned improvements.					✓
2.2	The faculty regularly analyzes the content and sequencing of courses as applicable in terms of achieving program learning outcomes.					✓
2.3	The faculty regularly reviews the curriculum based on appropriate evidence including comparison with best practices where appropriate.					✓
2.4	The program regularly incorporates appropriate complementary co-curricular activities and programs to supplement and support student learning					✓

3. Teaching and Learning		N/A	Outcomes Not Evident	Emerging	Established	Highly Developed
3.1	The faculty regularly and effectively collaborates in designing, developing and delivering teaching methods that improve student learning throughout the program.				✓	
3.2	The faculty promotes the effective use of instructional materials and teaching tools, including technology as appropriate, for achieving student mastery of learning objectives.				✓	
3.3	The program regularly evaluates the effectiveness of teaching methods and the appropriateness of instructional materials.				✓	
3.4	The faculty analyze evaluation results on a regular basis and modify teaching methods to improve student learning.				✓	
3.5	The faculty engages in regular professional development that enhances its teaching, scholarship and practice.				✓	
3.6	The program monitors student persistence and success in its courses and program and uses that data to inform improvements in the program and to optimize student success.				✓	
4. Student Learning Assessment		N/A	Outcomes Not Evident	Emerging	Established	Highly Developed
4.1	The faculty uses indicators of student learning success that are aligned with program and student learning outcomes.				✓	
4.2	The faculty assesses student learning at multiple points throughout the program using a variety of assessment methods appropriate to the outcomes being assessed.				✓	
4.3	The program regularly implements continuous quality improvements based upon the results of its student learning assessments.				✓	
5. Follow-up of Previous Audit		N/A	Outcomes Not Evident	Emerging	Established	Highly Developed
5.1	There is documented evidence that the program has implemented the plans for its initiatives for improvement cited by the faculty in the previous self-study report including any changes to those initiatives for improvement.					✓

  
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**Arumbakkam, Chennai - 600106.**

5.2	There is documented evidence that recommendations made by the Academic Auditor Team have been considered and, when feasible and appropriate, implemented and tracked.				✓	
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1. Finacle Program drop

2. Income tax included as a subject

3. Indirect taxes revised thoroughly to include GST

Deserves special mention of appreciation

## Signatures

1.

T. Usha Priya  
28/7/19

T. USHA PRIYA  
Vice Principal (SS)  
Associate Professor & Head  
Department of Bank Management &  
PA Department of Banking & Insurance Management  
Ethiraj College for Women.

2.

D. Vimala  
28/7/19.

Dr. D. VIMALA  
Associate Professor & Head,  
Dept. of B.Com. Bank Management,  
Anna Adarsh College for Women,  
Anna Nagar, Chennai - 40.

3.

R. Rama  
28/7/19

R. RAMA,  
Asst. Prof. & Head,  
Dept of B.COM BANK MANAGEMENT,  
GURU NANAK COLLEGE, CH-42

*[Signature]*

PRINCIPAL

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## DWARAKA DOSS GOVERDHAN DOSS VAISHNAV COLLEGE

(Autonomous, Linguistic Minority Institution, College with Potential for Excellence)

Arumbakkam, Chennai – 106.

### Academic Audit Report

Name of the Department		B. Com. (bank management)		
Year of Establishment		1998		
Department Timing		2P.m-6.30P.m		
Audit Panel Members' Name		Designation	Address	Contact Number/ email id
1.	Dr.G.VIMALA	HOD of Bank Management	Anna Adarsh College For Women, Chennai	9444212854
2.	Dr.T.Usha Priya	Vice Principal, ASST. Prof. & HOD of Bank Management	Eithiraj College For Women, Chennai.	9841810577
3.	Mrs.R.Rama	ASSO. Prof & HOD of Bank Management	Guru Nanak College Velachery, Chennai-42.	9840086337

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Vaishnav College  
Arumbakkam, Chennai - 600106.**

Date of Audit	28.01.2019		
Particulars	Observation		Remarks / Suggestions by the panel
<u>Courses Offered</u>	Strength		
B.B.M			
	I Year-78	V. Good	
	II Year-77	V. Good	
	III Year-73	V. Good.	
<u>Result of the last External Exam</u>			
<u>Courses offered</u>	Pass %		
B.B.M			
	I Year-34.72%(76.39%in major)	Major Subject- Result is good.	Mark obtained in soft skills need not be taken for pass %. (Major) Calculation - result analysis
	II Year-43.66%	Need to be improved.	
	III Year-61.02%	Satisfactory.	
Annual Curricular Plan: 1.90 lecture hours under the day order system2.C.I.A Exams 3. Model exams4. Assignments Seminars			
Attendance I B.B.M:74% II Year-66% III Year-72%		Good. Fair Good.	



Coverage of Syllabus: Banking oriented subject mainly included in curriculum	G.S.T, Technology in Banking, Bank Assurance	
<u>Teaching Diary and Teaching Notes</u> No of Teaching staff including contract/ Guest/PT:5(1+4) No Teachers submitted: 5 No Teachers Not submitted with details:Nil	Sufficient.	
Conduct of Classes: 15 Hours a day(5*3)	Good.	
Use of supplementary teaching tools and application of ICT: computer lab used	Good.	
Student Centric Activities: Guest lectures & Cultures	Good.	
Student seminars: Organized at the class level	Good.	
Remedial Coaching: Nil	Can be given.	peer teaching (Advanced learner to teach. slow learners)


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Arumbakkam, Chennai - 600106.

Student Assignment: Part of internal Assessment	1 Assignment Good. - 5 marks 1 Seminar - 5 marks	
Student Feedback (Analysis done or not): Done	Excellent.	
Conduct of Internal Examinations: Yes	Good.	
Maintenance of Marks, Register/File: Yes	Maintained.	
Library: General Library	purchase of books specifically B.A. etc.	To be appreciated. Dept lib. may be maintained.
Laboratories: Computer lab available for Students	Good.	
e-Class Rooms: Nil		provision of smart class room needed.
Computer & Internet: Yes	Good	
Sanitation: Toilet facilities available	Good.	
Drinking Water Facilities: Yes	Good	

<b>Faculty Details</b>		Note: A brief CV of each faculty member may be attached, specifying details of honours, achievements, recognitions, publications, workshops, seminar participation, research experience, projects undertaken etc., as an annexure				
Sl. No.	Name	Designation	Qualification	Experience (years)		Perm./Temp./ guest/ Contract/ visiting etc
				Total	In the college	
1.	Dr.J.Jayasankar	HOD	M.com,M.phil,PH.D	30 Years	30 Years	Permanent
2.	B.Siva kumar	Asst.Prof	M.com,M.phil,M.B.A, NET(Commerce)	19 ½ Years	19 ½ Years	Permanent
3.	Dr.R.Sangeethe	Asst.Prof	M.com,M.phil,M.B.A, M.Sc,NET,SET(Commerce),PH.D	12 Year	10 Years	Permanent
4.	Ms.M.Kalyana Sundari	Asst.Prof	M.com,M.phil,M.B.A, SET(Commerce & Management)	9 Years	9 Years	Permanent
5.	Mrs.S.Vidhya	Asst.Prof	M.com,M.phil,SET(Commerce)	5 ½ Years	5 ½ Years	Permanent
<b>Research Guidance</b>						
Sl.No.	Faculty Name (Recognised Guides)	M.Phil. (Awarded/ submitted) - Nos.	Ph.D.( Awarded/ submitted) - Nos.	M.Phil. (Ongoing) - Nos.	Ph.D.(Ongoing) - Nos.	
	Not applicable					


Number of Research Projects Completed/ ongoing (Give details as an annexure)

Any other Detail as deemed fit.

Summer internship is recommended.

Please rate the quality of the academic program by placing a checkmark in the appropriate box to indicate whether the criterion is not applicable (N/A), not evident, emerging, established, or highly developed.


If a particular criterion is inappropriate or not applicable to the program under review, the item will be marked NA.

Not Evident – the criterion statement was not addressed by the program in either its self-study report or appendices. Furthermore, questions about this criterion asked by the Academic Auditor Team at its site visit did not elicit responses that demonstrated that the criterion has been addressed or that a planning process is in place to address the criterion.

Emerging – the program has acknowledged the criterion statement as an area that has only recently been formally addressed. The program may have presented a planning process that it has put in place to address this criterion. It may

have formulated initial plans to address this criterion but not have implemented the plan. Or, it may be that plans and processes are in place to address this criterion, but that these are in the initial stages of implementation.						
<u>Established</u> – the program demonstrates that its plans, activities and assessments of the criterion are in place in an appropriate, reasonable and well-organized manner. Program faculty, and where applicable students and other stakeholders, are aware of and participate in continuous improvement processes related to the criterion.						
<u>Highly Developed</u> – the program thoroughly exhibits that its plans, activities and assessments of the criterion are fully articulated and richly incorporated into the culture of the program including the active engagement of all faculty (full and part-time) as well as students and other stakeholders as pertinent to the criterion. Furthermore, the program shows how it uses the results of assessments regarding the criterion for ongoing improvement of performance in that criterion.						
1. Learning		N/A	Outcomes Not Evident	Emerging	Established	Highly Developed
1.1	The faculty has identified program learning outcomes that are current, measurable and based upon appropriate processes and evidence regarding the requirements of the discipline.				✓	✓
1.2	The faculty has identified student learning outcomes in its core coursework that are clear, measurable and based on an appropriate process to identify what students need to master in each course.				✓	✓
1.3	The faculty has an appropriate process for evaluating program and course-level learning outcomes on a regular basis taking into account best practices, stakeholder feedback and appropriate benchmarks in the field.				✓	✓
2. Curriculum and Co-Curriculum		N/A	Outcomes Not Evident	Emerging	Established	Highly Developed
2.1	The faculty collaborates regularly and effectively on the design of curriculum and planned improvements.				✓	✓
2.2	The faculty regularly analyzes the content and sequencing of courses as applicable in terms of achieving program learning outcomes.				✓	✓
2.3	The faculty regularly reviews the curriculum based on appropriate evidence including comparison with best practices where appropriate.				✓	✓
2.4	The program regularly incorporates appropriate complementary co-curricular activities and programs to supplement and support student learning				✓	✓

3. Teaching and Learning		N/A	Outcomes Not Evident	Emerging	Established	Highly Developed
3.1	The faculty regularly and effectively collaborates in designing, developing and delivering teaching methods that improve student learning throughout the program.				✓	✓
3.2	The faculty promotes the effective use of instructional materials and teaching tools, including technology as appropriate, for achieving student mastery of learning objectives.				✓	✓
3.3	The program regularly evaluates the effectiveness of teaching methods and the appropriateness of instructional materials.				✓	✓
3.4	The faculty analyze evaluation results on a regular basis and modify teaching methods to improve student learning.				✓	✓
3.5	The faculty engages in regular professional development that enhances its teaching, scholarship and practice.				✓	✓
3.6	The program monitors student persistence and success in its courses and program and uses that data to inform improvements in the program and to optimize student success.				✓	✓
4. Student Learning Assessment		N/A	Outcomes Not Evident	Emerging	Established	Highly Developed
4.1	The faculty uses indicators of student learning success that are aligned with program and student learning outcomes.				✓	✓
4.2	The faculty assesses student learning at multiple points throughout the program using a variety of assessment methods appropriate to the outcomes being assessed.				✓	✓
4.3	The program regularly implements continuous quality improvements based upon the results of its student learning assessments.				✓	✓
5. Follow-up of Previous Audit		N/A	Outcomes Not Evident	Emerging	Established	Highly Developed
5.1	There is documented evidence that the program has implemented the plans for its initiatives for improvement cited by the faculty in the previous self-study report including any changes to those initiatives for improvement.				✓	✓

  
**PRINCIPAL**  
 Dwaraka Doss Goverdhan Doss  
 Vaishnav College  
 Arumbakkam, Chennai - 600106.



5.2	There is documented evidence that recommendations made by the Academic Auditor Team have been considered and, when feasible and appropriate, implemented and tracked.				✓	✓
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1. Finacle Program drop

2. Income tax included as a subject

3. Indirect taxes revised thoroughly to include GST

Signatures

1. R. Rama 28/1/19. R. RAMA  
ASST. PROF. & HEAD,  
DEPT OF. B.COM & BANK MANAGEMENT,  
GURU NANAK COLLEGE, CH-42.
2. D. Limala 28.1.19. Dr. D. VIMALA,  
Associate Professor & Head,  
Dept. of B. Com Bank Management,  
Anna Nagar, Chennai-46.
- 3.

Turkibiji

T- USTHA PRIMA  
Vice Principal  
Associate Professor & Head  
Department of Bank Management  
Pb Department of Banking & Insurance Management  
Elkine College for Women.

**PRINCIPAL**  
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## DWARAKA DOSS GOVERDHAN DOSS VAISHNAV COLLEGE

(Autonomous, Linguistic Minority Institution, College with Potential for Excellence)

Arumbakkam, Chennai – 106.

### Academic Audit Report

Name of the Department		B. Com. (bank management)		
Year of Establishment		1998		
Department Timing		2P.m-6.30P.m		
Audit Panel Members' Name		Designation	Address	Contact Number/ email id
1.	Dr.G.VIMALA	HOD of Bank Management	Anna Adarsh College For Women, Chennai	9444212854
2.	Dr.T.Usha Priya	Vice Principal, ASST. Prof. & HOD of Bank Management	Eithiraj College For Women, Chennai.	9841810577
3.	Mrs.R.Rama	ASSO. Prof & HOD of Bank Management	Guru Nanak College Velachery, Chennai-42.	9840086337


**PRINCIPAL**

**Dwaraka Doss Goverdhan Doss  
Vaishnav College  
Arumbakkam, Chennai - 600106.**

Date of Audit	28.01.2019		
Particulars	Observation		Remarks / Suggestions by the panel
<u>Courses Offered</u>	Strength		
B.B.M			
	I Year-78	V. Good.	
	II Year-77	V. Good.	
	III Year-73	V. Good.	
<u>Result of the last External Exam</u>			
<u>Courses offered</u>	Pass %		
B.B.M			
	I Year-34.72%(76.39%in major)	Major subjects results Good.	Soft skill results need not be considered for result analysis.
	II Year-43.66%	To be improved.	Focus on Soft-Skill.
	III Year-61.02%	Good.	
Annual Curricular Plan: 1.90 lecture hours under the day order system2.C.I.A Exams 3. Model exams4. Assignments Seminars			
Attendance I B.B.M:74% II Year-66% III Year-72%		Good. Fair. Good.	



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Vaishnav College  
Arumbakkam, Chennai - 600106.

Coverage of Syllabus: Banking oriented subject mainly included in curriculum	Good Technology in Bank. Bank assurance.	
<u>Teaching Diary and Teaching Notes</u> No of Teaching staff including contract/ Guest/PT:5(1+4) No Teachers submitted: 5 No Teachers Not submitted with details:Nil	Sufficient & Good.	
Conduct of Classes: 15 Hours a day(5*3)	Good.	
Use of supplementary teaching tools and application of ICT: computer lab used	L.C.D, Computer lab	
Student Centric Activities: Guest lectures & Cultures	Good.	
Student seminars: Organized at the class level	Every student is given 2 opportunities for seminar.	
Remedial Coaching: Nil	Recommended.	

Student Assignment: Part of internal Assessment	5 Assignments - one in each subject - good.	
Student Feedback (Analysis done or not): Done	Good.	
Conduct of Internal Examinations: Yes	Good.	
Maintenance of Marks, Register/File: Yes	Good.	
Library: General Library	Good.	
Laboratories: Computer lab available for Students	Good.	
e-Class Rooms: Nil	—	
Computer & Internet: Yes	Good.	
Sanitation: Toilet facilities available	Good.	
Drinking Water Facilities: Yes	Good.	


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Vaishnav College  
Arumbakkam, Chennai - 600106.

<b>Faculty Details</b>		Note: A brief CV of each faculty member may be attached, specifying details of honours, achievements, recognitions, publications, workshops, seminar participation, research experience, projects undertaken etc., as an annexure				
Sl. No.	Name	Designation	Qualification	Experience (years)		Perm./Temp./ guest/ Contract/ visiting etc
				Total	In the college	
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2.	B.Siva kumar	Asst.Prof	M.com,M.phil,M.B.A, NET(Commerce)	19 ½ Years	19 ½ Years	Permanent
3.	Dr.R.Sangeethe	Asst.Prof	M.com,M.phil,M.B.A, M.Sc,NET,SET(Commerce),PH.D	12 Year	10 Years	Permanent
4.	Ms.M.Kalyana Sundari	Asst.Prof	M.com,M.phil,M.B.A, SET(Commerce & Management)	9 Years	9 Years	Permanent
5.	Mrs.S.Vidhya	Asst.Prof	M.com,M.phil,SET(Commerce)	5 ½ Years	5 ½ Years	Permanent
<b>Research Guidance</b>						
Sl.No.	Faculty Name (Recognised Guides)	M.Phil. (Awarded/ submitted) - Nos.	Ph.D.( Awarded/ submitted) - Nos.	M.Phil. (Ongoing) - Nos.	Ph.D.(Ongoing) - Nos.	
	Not applicable					




Number of Research Projects Completed/ ongoing (Give details as an annexure)

Any other Detail as deemed fit.

*Summer internship is recommended.*

Please rate the quality of the academic program by placing a checkmark in the appropriate box to indicate whether the criterion is not applicable (N/A), not evident, emerging, established, or highly developed.

If a particular criterion is inappropriate or not applicable to the program under review, the item will be marked NA.

Not Evident – the criterion statement was not addressed by the program in either its self-study report or appendices. Furthermore, questions about this criterion asked by the Academic Auditor Team at its site visit did not elicit responses that demonstrated that the criterion has been addressed or that a planning process is in place to address the criterion.

Emerging – the program has acknowledged the criterion statement as an area that has only recently been formally addressed. The program may have presented a planning process that it has put in place to address this criterion. It may



## DWARAKA DOSS GOVERDHAN DOSS VAISHNAV COLLEGE

(Autonomous, Linguistic Minority Institution, College with Potential for Excellence)  
Arumbakkam, Chennai – 106.

### Academic Audit Report

Name of the Department		B. Com. General (Shift I & Shift – II)		
Year of Establishment		1968		
Department Timing		Shift – I [ 8.15 P.M to 1.35 P.M.] Shift – II [ 2.00 P.M to 6.30 P.M]		
Audit Panel Members' Name		Designation	Address	Contact Number/ email id
1.	Dr. S. Jayakumar	Asso. Prof & Head	Post Graduate & Centre For Research in Commerce, Guru Nanak College [Autonomous] , Chennai – 600 42.	+91 94448 66326
2.	Dr. B Sudha	Associate Prof	Post Graduate & Research Department of Commerce, Anna Adarsh College for Women, Chennai – 600 040.	+91 98840 64750 sudha62@hotmail.com
3.	Dr V Sureka	Asso. Prof & Head	Post Graduate Department of Commerce, Valliammal College for Women, Chennai – 600 102	+91 98402 49261 rekha_saiabhi@yahoo.co.in
Date of Audit		1 <sup>st</sup> February, 2019 (Friday) - 11.00 A.M		

Particulars			Observation	Remarks / Suggestions by the panel
<u>Courses Offered</u>	Strength		ok	
B.Com General – Shift I	1680	3 Sections	ok	
B.Com General – Shift II		4 Sections	ok	
M.Com General - Shift I	67 Students		ok	
M.Com General - Shift II	63 Students		ok	
M.Phil. Commerce	12		ok	
Ph. D. Commerce	21		ok	
<u>Result of the last External Exam</u>				
<u>Courses offered</u>	<u>Pass % (April 2018)</u>			
B.Com General	71.00 %		It requires an improvement	
M.Com General	72.00%		It has to be improved	
M.Phil. Commerce	100.00%		Excellent	
Annual Curricular Plan			a) Class room lectures b) Assignments, Seminar & Presentations c) Conduct of CIA Examinations d) Model Examinations e) Guest Lectures (Prathiba Sangam) f) Co-Curricular Activities	Good Good Systematically conducted organised very well. Very good Good. Yes - (Good)
Attendance			a) Maintained Online. b) Average attendance is given below. • B.Com – 79.00% • M.Com- 91.25% • M.Phil- 100.00 %	} Good.

Coverage of Syllabus	Accounting & Taxation Oriented	<i>covered</i>
Teaching Diary and Teaching Notes No of Teaching staff including contract/ Guest/PT: No Teachers submitted: No Teachers Not submitted with details:	Shift – I (18 Staff)      Shift – II (22 Staff) Teaching Notes maintained by Staff	—
Conduct of Classes	5 Hours per day under day order System. [6 Day order Pattern]	<i>OK</i>
Use of supplementary teaching tools and application of ICT	Access to Departmental Computer Lab for PG Classes	<i>Excellent</i>
Student Centric Activities	Prathiba Sangam, Consumer Citizen Club (Academic Quiz, Paper Presentations, Debate, Guest Lectures, Symposium)	<i>Necessary</i>
Student seminars	Seminar & Presentation conducted for PG Students as a part of Internal Assessment.	<i>may be introduced for UG students</i>
Remedial Coaching	Nil	<i>may be conducted.</i>
Student Assignment	Assignment is a part of Internal Component. (Applicable for UG)	<i>Good</i>
Student Feedback (Analysis done or not)	Yes. Feedback obtained in Prescribed Form	<i>Good</i>
Conduct of Internal Examinations	Conducted as per guidelines	<i>OK</i>
Maintenance of Marks, Register/File	Maintained by the class incharge & Subject Teachers.	<i>May be uploaded to the Controller office from there</i>
Library	Access to General Library is granted to the students	<i>Students may be motivated to go to library during free hour</i>
Laboratories	Computer Lab for the Department accessed by the students & Staff	<i>Good</i>

e-Class Rooms		Under Consideration (PG Classes)		UG students may be offered. E. classes.		
Computer & Internet		Available in Computer Lab & General Library		separate Lab may be attached with commerce dept for students		
Sanitation		Rest rooms for Boys & Girls available.		wood.		
Drinking Water Facilities		Yes. RO is Available		—		
Faculty Details		Note: A brief CV of each faculty member may be attached, specifying details of honours, achievements, recognitions, publications, workshops, seminar participation, research experience, projects undertaken etc., as an annexure				
Sl. No.	Name	Designation	Qualification	Experience (yrs)		Perm./Temp./ guest/ Contract/ visiting etc
				Total	In the college	
Shift – I (Aided Stream)						
1	Dr R Ganesan	Principal & Head	M.Com., M.Phil., Ph.D.	32	32	Perm. (Aided)
2	Dr J Jayasankar	Head (i/c) – Shift - I	M.Com., M.Phil., Ph.D.	30	30	Perm. (Aided)
3	Prof S Seshadrinathan	Asso. Professor	M.Com., M.Phil.	29	28	Perm. (Aided)
4	Dr J Satish	Asst. Professor	M.Com., M.Phil., Ph.D.	19	11	Perm. (Aided)
5	Dr B Vijayakumar	Asst. Professor	M.Com., M.Phil.,M.B.A., B.G.L, Ph.D.	23	23	Perm. (Aided)
6	Dr Haridayal Sharma	Asst. Professor	M.Com., M.Phil.,M.B.A.,MFM, SET, Ph.D.	19	19	Perm. (Aided)
7	Dr K B Manikandan	Asst. Professor	M.Com., M.Phil., M.B.A., ACS, Ph.D	14	14	Perm. (Aided)
8	Sri Rakesh Shankar R	Asst. Professor	M.Com., M.B.A., M.A.(Eco), M.A.(Tamil), FCMA CA Finalist CS Finalist	8	5	Perm. (Aided)

9	Dr M R Geetha	Asst. Professor	M.Com.,M.B.A.,M.Phil.,Ph.D. SET	18	18	Perm. (Aided)
10	Dr Pradeepa George	Asst. Professor	M.Com., M.Phil.,M.B.A., Ph.D.	17	17	Perm. (Aided)
11	Dr Sundari R	Asst. Professor	M.Com., M.Phil.,M.B.A., Ph.D.	20	0.6	Perm. (Aided)
12	Dr Veeraraghavan K	Asst. Professor	M.Com., M.Phil.,M.B.A., NET, Ph.D.	14	4	Perm. (Aided)
13	Dr S Chandirakala	Asst. Professor	M.Com., M.Phil.,M.B.A., SLET, Ph.D.	22	22	Temp. (Mgmt)
14	Dr K Shanthi	Asst. Professor	M.Com.,M.Ed., M.Phil., M.B.A., SLET, PDGFM Ph.D.	13	13	Temp. (Mgmt)
15	Ms Sneha Karthikeyan	Asst. Professor	M.Com., M.Phil.,SET	2	2	Temp. (Mgmt)
16	Ms G Ramya	Asst. Professor	M.Com., M.Phil.,NET SET	5	5	Temp. (Mgmt)
17	Shri R Sundaravadivel	Asst. Professor	M.Com., B.Ed., M.Phil.,M.B.A., M.Sc.,	7	7	Temp. (Mgmt)
18	Ms. B Sowmiya	Asst. Professor	M.Com., SET	1	1	Temp. (Mgmt)
<b>Shift – II (Self Financing Stream)</b>						
1	Prof S Seshadrinathan	Advisor & Head	M.Com., M.Phil.	29	28	Perm.
2	Ms C V Bhuvaneswari	Asst. Professor	M.Com., M.Phil.	12	9	Perm.
3	Sri G Ramkumar	Asst. Professor	M.A., M.Com., M.B.A., ACMA, NET SET	12	9	Perm.
4	Sri P Sathyanarayanan	Asst. Professor	M.Com., M.Phil., PGDBA, SLST, LL.B., M.L.	19	6	Perm.
5	Ms D K Vaishnavi	Asst. Professor	M.Com., M.B.A., HADCA	4	4	Perm.
6	Ms D Senthamarai	Asst. Professor	M.Com., M.Phil., SET	4	4	Perm.
7	Ms V Gayathri	Asst. Professor	M.Com., SET	4	4	Perm.
8	Ms M Devaki	Asst. Professor	M.Com., M.Phil., M.B.A.,SET	10	3	Perm.
9	Ms K Sasirekha	Asst. Professor	M.Com., M.Phil.,	5	4	Perm.
10	Ms T Kamala	Asst. Professor	M.Com., M.Phil., NET	10	3	Perm.
11	Sri N Vikram	Asst. Professor	M.Com., M.Phil.,NET SET	3	2	Perm.



12	Sri A Venkatesh	Asst. Professor	M.Com., M.Phil.,	23	18	Perm.
13	Sri P Balaji Rao	Asst. Professor	B.Com. FCA FCMA	5	5	Temp.
14	Sri Abirami L	Asst. Professor	M.Com., NET	1	1	Temp.
15	Sri G Gnanasekaran	Asst. Professor	M.Com., M.B.A., M.Phil.(Mgmt), CA Inter, CMA Inter PMP	3	1 M	Temp.

#### Research Guidance

Sl.No.	Faculty Name (Recognised Guides)	M.Phil. (Awarded/ submitted) – Nos.	Ph.D.( Awarded/ submitted) – Nos.	M.Phil. (Ongoing) - Nos.	Ph.D.(Ongoing) - Nos.
1	Dr R Ganesan	22	6	-	3
2	Dr J Jayasankar	20	-	2	6
3	Prof S Seshadrinathan	20	-	1	-
4	Dr J Sathish	12	-	1	-
5	Dr B Vijayakumar	12	-	1	9
6	Dr Haridayal Sharma	12		1	3

Number of Research Projects Completed/ ongoing (Give details as an annexure)

Not Applicable

Any other Detail as deemed fit.

Please rate the quality of the academic program by placing a checkmark in the appropriate box to indicate whether the criterion is not applicable (N/A), not evident, emerging, established, or highly developed.

If a particular criterion is inappropriate or not applicable to the program under review, the item will be marked NA.

Not Evident – the criterion statement was not addressed by the program in either its self-study report or appendices. Furthermore, questions about this criterion asked by the Academic Auditor Team at its site visit did not elicit responses that demonstrated that the criterion has been addressed or that a planning process is in place to address the criterion.

Emerging – the program has acknowledged the criterion statement as an area that has only recently been formally addressed. The program may have presented a planning process that it has put in place to address this criterion. It may have formulated initial plans to address this criterion but not have implemented the plan. Or, it may be that plans and processes are in place to address this criterion, but that these are in the initial stages of implementation.

Established – the program demonstrates that its plans, activities and assessments of the criterion are in place in an appropriate, reasonable and well-organized manner. Program faculty, and where applicable students and other stakeholders, are aware of and participate in continuous improvement processes related to the criterion.

Highly Developed – the program thoroughly exhibits that its plans, activities and assessments of the criterion are fully articulated and richly incorporated into the culture of the program including the active engagement of all faculty (full and part-time) as well as students and other stakeholders as pertinent to the criterion. Furthermore, the program shows how it uses the results of assessments regarding the criterion for ongoing improvement of performance in that criterion.

1. Learning		N/A	Outcomes Not Evident	Emerging	Establish ed	Highly Developed
1.1	The faculty has identified program learning outcomes that are current, measurable and based upon appropriate processes and evidence regarding the requirements of the discipline.					✓
1.2	The faculty has identified student learning outcomes in its core coursework that are clear, measurable and based on an appropriate process to identify what students need to master in each course.				✓	
1.3	The faculty has an appropriate process for evaluating program and course-level learning outcomes on a regular basis taking into account best practices, stakeholder feedback and appropriate benchmarks in the field.					✓
2. Curriculum and Co-Curriculum		N/A	Outcomes Not Evident	Emerging	Establish ed	Highly Developed
2.1	The faculty collaborates regularly and effectively on the design of curriculum					✓

	and planned improvements.					
2.2	The faculty regularly analyzes the content and sequencing of courses as applicable in terms of achieving program learning outcomes.					✓
2.3	The faculty regularly reviews the curriculum based on appropriate evidence including comparison with best practices where appropriate.				✓	
2.4	The program regularly incorporates appropriate complementary co-curricular activities and programs to supplement and support student learning					✓
<b>3. Teaching and Learning</b>		<b>N/A</b>	<b>Outcomes Not Evident</b>	<b>Emerging</b>	<b>Establish ed</b>	<b>Highly Developed</b>
3.1	The faculty regularly and effectively collaborates in designing, developing and delivering teaching methods that improve student learning throughout the program.				✓	
3.2	The faculty promotes the effective use of instructional materials and teaching tools, including technology as appropriate, for achieving student mastery of learning objectives.					✓
3.3	The program regularly evaluates the effectiveness of teaching methods and the appropriateness of instructional materials.				✓	
3.4	The faculty analyze evaluation results on a regular basis and modify teaching methods to improve student learning.					✓
3.5	The faculty engages in regular professional development that enhances its teaching, scholarship and practice.				✓	
3.6	The program monitors student persistence and success in its courses and program and uses that data to inform improvements in the program and to optimize student success.				✓	
<b>4. Student Learning Assessment</b>		<b>N/A</b>	<b>Outcomes Not Evident</b>	<b>Emerging</b>	<b>Establish ed</b>	<b>Highly Developed</b>
4.1	The faculty uses indicators of student learning success that are aligned with					✓

	program and student learning outcomes.					
4.2	The faculty assesses student learning at multiple points throughout the program using a variety of assessment methods appropriate to the outcomes being assessed.				✓	
4.3	The program regularly implements continuous quality improvements based upon the results of its student learning assessments.				✓	
<b>5. Follow-up of Previous Audit</b>		<b>N/A</b>	<b>Outcomes Not Evident</b>	<b>Emerging</b>	<b>Establish ed</b>	<b>Highly Developed</b>
5.1	There is documented evidence that the program has implemented the plans for its initiatives for improvement cited by the faculty in the previous self-study report including any changes to those initiatives for improvement.				✓	
5.2	There is documented evidence that recommendations made by the Academic Auditor Team have been considered and, when feasible and appropriate, implemented and tracked.				✓	

1. S. JAYAKUMAR S. Kumar
2. Dr. B. SUDHA B. Sudha  
11/2/19
3. Dr. V. Suneetha Suneetha.V  
11/2/19

(External Audit Members)

1. J. Thyagarajan
2. S. Sengupta

Head of the Department

*[Signature]*

**PRINCIPAL**  
Dwaraka Doss Goverdhan Doss  
Vaishnav College  
Arumbakkam, Chennai - 600106.



## DWARAKA DOSS GOVERDHAN DOSS VAISHNAV COLLEGE

(Autonomous, Linguistic Minority Institution, College with Potential for Excellence)

Arumbakkam, Chennai – 106.

### Academic Audit Report

Name of the Department		B. Com. General (Shift I & Shift – II)		
Year of Establishment		1968		
Department Timing		Shift – I [ 8.15 P.M to 1.35 P.M.] Shift – II [ 2.00 P.M to 6.30 P.M]		
Audit Panel Members' Name		Designation	Address	Contact Number/ email id
1.	Dr. S. Jayakumar	Asso. Prof & Head	Post Graduate & Centre For Research in Commerce, Guru Nanak College [Autonomous] , Chennai – 600 42.	+91 94448 66326
2.	Dr. B Sudha	Associate Prof	Post Graduate & Research Department of Commerce, Anna Adarsh College for Women, Chennai – 600 040.	+91 98840 64750 sudha62@hotmail.com
3.	Dr V Sureka	Asso. Prof & Head	Post Graduate Department of Commerce, Valliammal College for Women, Chennai – 600 102	+91 98402 49261 rekha_saiabhi@yahoo.co.in
Date of Audit		1 <sup>st</sup> February, 2019 (Friday) - 11.00 A.M		

Particulars			Observation	Remarks / Suggestions by the panel
<u>Courses Offered</u>	Strength			
B.Com General – Shift I	1680	3 Sections	good.	
B.Com General – Shift II		4 Sections		
M.Com General - Shift I	67 Students		good.	
M.Com General - Shift II	63 Students			
M.Phil. Commerce	12		good	
Ph. D. Commerce	21		Excellent.	
<u>Result of the last External Exam</u>				
Courses offered	Pass % (April 2018)			
B.Com General	71.00 %			Focus on major subjects for computing pass percentage
M.Com General	72.00%			
M.Phil. Commerce	100.00%			
Annual Curricular Plan			a) Class room lectures b) Assignments, Seminar & Presentations c) Conduct of CIA Examinations d) Model Examinations e) Guest Lectures (Prathiba Sangam) f) Co-Curricular Activities	good.
Attendance			a) Maintained Online. b) Average attendance is given below. <ul style="list-style-type: none"><li>• B.Com – 79.00%</li><li>• M.Com- 91.25%</li><li>• M.Phil- 100.00 %</li></ul>	good.



Coverage of Syllabus	Accounting & Taxation Oriented	good
<u>Teaching Diary and Teaching Notes</u> No of Teaching staff including contract/ Guest/PT: No Teachers submitted: No Teachers Not submitted with details:	Shift – I (18 Staff)      Shift – II (22 Staff) Teaching Notes maintained by Staff	sufficient
Conduct of Classes	5 Hours per day under day order System. [6 Day order Pattern]	good.
Use of supplementary teaching tools and application of ICT	Access to Departmental Computer Lab for PG Classes	good.
Student Centric Activities	Prathiba Sangam, Consumer Citizen Club (Academic Quiz, Paper Presentations, Debate, Guest Lectures, Symposium)	good.
Student seminars	Seminar & Presentation conducted for PG Students as a part of Internal Assessment.	good
Remedial Coaching	Nil	-
Student Assignment	Assignment is a part of Internal Component. (Applicable for UG)	good
Student Feedback (Analysis done or not)	Yes. Feedback obtained in Prescribed Form	good.
Conduct of Internal Examinations	Conducted as per guidelines	good.
Maintenance of Marks, Register/File	Maintained by the class incharge & Subject Teachers.	good.
Library	Access to General Library is granted to the students	good.
Laboratories	Computer Lab for the Department accessed by the students & Staff	good

e-Class Rooms		Under Consideration (PG Classes)		Good proposal.		
Computer & Internet		Available in Computer Lab & General Library		Good		
Sanitation		Rest rooms for Boys & Girls available.		Good		
Drinking Water Facilities		Yes. RO is Available		Good		
<b>Faculty Details</b>		Note: A brief CV of each faculty member may be attached, specifying details of honours, achievements, recognitions, publications, workshops, seminar participation, research experience, projects undertaken etc., as an annexure				
Sl. No.	Name	Designation	Qualification	Experience (yrs)		Perm./Temp./ guest/ Contract/ visiting etc
				Total	In the college	
<b>Shift – I (Aided Stream)</b>						
1	Dr R Ganesan	Principal & Head	M.Com., M.Phil., Ph.D.	32	32	Perm. (Aided)
2	Dr J Jayasankar	Head (i/c) – Shift - I	M.Com., M.Phil., Ph.D.	30	30	Perm. (Aided)
3	Prof S Seshadrinathan	Asso. Professor	M.Com., M.Phil.	29	28	Perm. (Aided)
4	Dr J Satish	Asst. Professor	M.Com., M.Phil., Ph.D.	19	11	Perm. (Aided)
5	Dr B Vijayakumar	Asst. Professor	M.Com., M.Phil.,M.B.A., B.G.L, Ph.D.	23	23	Perm. (Aided)
6	Dr Haridayal Sharma	Asst. Professor	M.Com., M.Phil.,M.B.A.,MFM, SET, Ph.D.	19	19	Perm. (Aided)
7	Dr K B Manikandan	Asst. Professor	M.Com., M.Phil., M.B.A., ACS, Ph.D	14	14	Perm. (Aided)
8	Sri Rakesh Shankar R	Asst. Professor	M.Com., M.B.A., M.A.(Eco), M.A.(Tamil), FCMA CA Finalist CS Finalist	8	5	Perm. (Aided)

9	Dr M R Geetha	Asst. Professor	M.Com.,M.B.A.,M.Phil.,Ph.D. SET	18	18	Perm. (Aided)
10	Dr Pradeepa George	Asst. Professor	M.Com., M.Phil.,M.B.A., Ph.D.	17	17	Perm. (Aided)
11	Dr Sundari R	Asst. Professor	M.Com., M.Phil.,M.B.A., Ph.D.	20	0.6	Perm. (Aided)
12	Dr Veeraraghavan K	Asst. Professor	M.Com., M.Phil.,M.B.A., NET, Ph.D.	14	4	Perm. (Aided)
13	Dr S Chandirakala	Asst. Professor	M.Com., M.Phil.,M.B.A., SLET, Ph.D.	22	22	Temp. (Mgmt)
14	Dr K Shanthi	Asst. Professor	M.Com.,M.Ed., M.Phil., M.B.A., SLET, PDGFM Ph.D.	13	13	Temp. (Mgmt)
15	Ms Sneha Karthikeyan	Asst. Professor	M.Com., M.Phil.,SET	2	2	Temp. (Mgmt)
16	Ms G Ramya	Asst. Professor	M.Com., M.Phil.,NET SET	5	5	Temp. (Mgmt)
17	Shri R Sundaravadivel	Asst. Professor	M.Com., B.Ed., M.Phil.,M.B.A., M.Sc.,	7	7	Temp. (Mgmt)
18	Ms. B Sowmiya	Asst. Professor	M.Com., SET	1	1	Temp. (Mgmt)
<b>Shift – II (Self Financing Stream)</b>						
1	Prof S Seshadrinathan	Advisor & Head	M.Com., M.Phil.	29	28	Perm.
2	Ms C V Bhuvaneswari	Asst. Professor	M.Com., M.Phil.	12	9	Perm.
3	Sri G Ramkumar	Asst. Professor	M.A., M.Com., M.B.A., ACMA, NET SET	12	9	Perm.
4	Sri P Sathyanarayanan	Asst. Professor	M.Com., M.Phil., PGDBA, SLST, LL.B., M.L.	19	6	Perm.
5	Ms D K Vaishnavi	Asst. Professor	M.Com., M.B.A., HADCA	4	4	Perm.
6	Ms D Senthamarai	Asst. Professor	M.Com., M.Phil., SET	4	4	Perm.
7	Ms V Gayathri	Asst. Professor	M.Com., SET	4	4	Perm.
8	Ms M Devaki	Asst. Professor	M.Com., M.Phil., M.B.A.,SET	10	3	Perm.
9	Ms K Sasirekha	Asst. Professor	M.Com., M.Phil.,	5	4	Perm.
10	Ms T Kamala	Asst. Professor	M.Com., M.Phil., NET	10	3	Perm.
11	Sri N Vikram	Asst. Professor	M.Com., M.Phil.,NET SET	3	2	Perm.



12	Sri A Venkatesh	Asst. Professor	M.Com., M.Phil.,	23	18	Perm.
13	Sri P Balaji Rao	Asst. Professor	B.Com. FCA FCMA	5	5	Temp.
14	Sri Abirami L	Asst. Professor	M.Com., NET	1	1	Temp.
15	Sri G Gnanasekaran	Asst. Professor	M.Com.,M.B.A., M.Phil.(Mgmt), CA Inter, CMA Inter PMP	3	1 M	Temp.

#### Research Guidance

Sl.No.	Faculty Name (Recognised Guides)	M.Phil. (Awarded/ submitted) – Nos.	Ph.D.( Awarded/ submitted) – Nos.	M.Phil. (Ongoing) - Nos.	Ph.D.(Ongoing) - Nos.
1	Dr R Ganesan	22	6	-	3
2	Dr J Jayasankar	20	-	2	6
3	Prof S Seshadrinathan	20	-	1	-
4	Dr J Sathish	12	-	1	-
5	Dr B Vijayakumar	12	-	1	9
6	Dr Haridayal Sharma	12		1	3

Number of Research Projects Completed/ ongoing (Give details as an annexure)

Not Applicable

Any other Detail as deemed fit.

Please rate the quality of the academic program by placing a checkmark in the appropriate box to indicate whether the criterion is not applicable (N/A), not evident, emerging, established, or highly developed.

If a particular criterion is inappropriate or not applicable to the program under review, the item will be marked NA.

Not Evident – the criterion statement was not addressed by the program in either its self-study report or appendices. Furthermore, questions about this criterion asked by the Academic Auditor Team at its site visit did not elicit responses that demonstrated that the criterion has been addressed or that a planning process is in place to address the criterion.

Emerging – the program has acknowledged the criterion statement as an area that has only recently been formally addressed. The program may have presented a planning process that it has put in place to address this criterion. It may have formulated initial plans to address this criterion but not have implemented the plan. Or, it may be that plans and processes are in place to address this criterion, but that these are in the initial stages of implementation.

Established – the program demonstrates that its plans, activities and assessments of the criterion are in place in an appropriate, reasonable and well-organized manner. Program faculty, and where applicable students and other stakeholders, are aware of and participate in continuous improvement processes related to the criterion.

Highly Developed – the program thoroughly exhibits that its plans, activities and assessments of the criterion are fully articulated and richly incorporated into the culture of the program including the active engagement of all faculty (full and part-time) as well as students and other stakeholders as pertinent to the criterion. Furthermore, the program shows how it uses the results of assessments regarding the criterion for ongoing improvement of performance in that criterion.

1. Learning		N/A	Outcomes Not Evident	Emerging	Establish ed	Highly Developed
1.1	The faculty has identified program learning outcomes that are current, measurable and based upon appropriate processes and evidence regarding the requirements of the discipline.					✓
1.2	The faculty has identified student learning outcomes in its core coursework that are clear, measurable and based on an appropriate process to identify what students need to master in each course.					✓
1.3	The faculty has an appropriate process for evaluating program and course-level learning outcomes on a regular basis taking into account best practices, stakeholder feedback and appropriate benchmarks in the field.					✓
2. Curriculum and Co-Curriculum		N/A	Outcomes Not Evident	Emerging	Establish ed	Highly Developed
2.1	The faculty collaborates regularly and effectively on the design of curriculum					

	and planned improvements.				✓	
2.2	The faculty regularly analyzes the content and sequencing of courses as applicable in terms of achieving program learning outcomes.					✓
2.3	The faculty regularly reviews the curriculum based on appropriate evidence including comparison with best practices where appropriate.				✓	
2.4	The program regularly incorporates appropriate complementary co-curricular activities and programs to supplement and support student learning					✓
<b>3. Teaching and Learning</b>		<b>N/A</b>	<b>Outcomes Not Evident</b>	<b>Emerging</b>	<b>Established</b>	<b>Highly Developed</b>
3.1	The faculty regularly and effectively collaborates in designing, developing and delivering teaching methods that improve student learning throughout the program.					✓
3.2	The faculty promotes the effective use of instructional materials and teaching tools, including technology as appropriate, for achieving student mastery of learning objectives.					✓
3.3	The program regularly evaluates the effectiveness of teaching methods and the appropriateness of instructional materials.					✓
3.4	The faculty analyze evaluation results on a regular basis and modify teaching methods to improve student learning.					✓
3.5	The faculty engages in regular professional development that enhances its teaching, scholarship and practice.					✓
3.6	The program monitors student persistence and success in its courses and program and uses that data to inform improvements in the program and to optimize student success.					✓
<b>4. Student Learning Assessment</b>		<b>N/A</b>	<b>Outcomes Not Evident</b>	<b>Emerging</b>	<b>Established</b>	<b>Highly Developed</b>
4.1	The faculty uses indicators of student learning success that are aligned with					



	program and student learning outcomes.					✓
4.2	The faculty assesses student learning at multiple points throughout the program using a variety of assessment methods appropriate to the outcomes being assessed.				✓	
4.3	The program regularly implements continuous quality improvements based upon the results of its student learning assessments.					✓
5. Follow-up of Previous Audit		N/A	Outcomes Not Evident	Emerging	Establish ed	Highly Developed
5.1	There is documented evidence that the program has implemented the plans for its initiatives for improvement cited by the faculty in the previous self-study report including any changes to those initiatives for improvement.					✓
5.2	There is documented evidence that recommendations made by the Academic Auditor Team have been considered and, when feasible and appropriate, implemented and tracked.					✓

1. *S. Jayaraman*  
S. JAYARAMAN  
Associate Prof & Head  
Dept of Commerce, Guwahati  
College, Chennai 42

2. *Dr. B. Sudha*  
CB Sudha

**Dr. B. SUDHA**  
Associate Professor & Research  
Supervisor  
Department of Commerce  
Anna Adarsh College for Women  
Anna Nagar, Chennai - 600 040.

3. *Suresha V.*  
1/2/19  
C.O.V. Suresha

(External Audit Members)  
Head, Dept of Commerce  
(9)  
Pr Dept of Commerce  
Valluamalai College for  
Women  
Chennai - 102

*B. D. D.*  
**PRINCIPAL**  
Dwaraka Doss Goverdhan Doss  
Vaishnav College  
Arumbakkam, Chennai - 600106.

1. *J. Jayaraman* 1/2/19

2. *S. Jayaraman*

Head of the Department



## DWARAKA DOSS GOVERDHAN DOSS VAISHNAV COLLEGE

*(Autonomous, Linguistic Minority Institution, College with Potential for Excellence)*

Arumbakkam, Chennai – 106.

### Academic Audit Report

Name of the Department		B. Com. General (Shift I & Shift – II)		
Year of Establishment		1968		
Department Timing		Shift – I [ 8.15 P.M to 1.35 P.M.] Shift – II [ 2.00 P.M to 6.30 P.M]		
	<b>Audit Panel Members' Name</b>	<b>Designation</b>	<b>Address</b>	<b>Contact Number/ email id</b>
1.	Dr. S. Jayakumar	Asso. Prof & Head	Post Graduate & Centre For Research in Commerce, Guru Nanak College [Autonomous] , Chennai – 600 42.	+91 94448 66326
2.	Dr. B Sudha	Associate Prof	Post Graduate & Research Department of Commerce, Anna Adarsh College for Women, Chennai – 600 040.	+91 98840 64750 sudha62@hotmail.com
3.	Dr V Sureka	Asso. Prof & Head	Post Graduate Department of Commerce, Valliammal College for Women, Chennai – 600 102	+91 98402 49261 rekha_saiabhi@yahoo.co.in
Date of Audit		1 <sup>st</sup> February, 2019 (Friday) - 11.00 A.M		

**PRINCIPAL**

Dwaraka Doss Goverdhan Doss  
Vaishnav College  
Arumbakkam, Chennai - 600106.

Particulars			Observation	Remarks / Suggestions by the panel
<u>Courses Offered</u>	<u>Strength</u>			
B.Com General – Shift I	1680	3 Sections	Appropriate Strength can be maintained	Good
B.Com General – Shift II		4 Sections		
M.Com General - Shift I	67 Students			
M.Com General - Shift II	63 Students			
M.Phil. Commerce	12			Good
Ph. D. Commerce	21			
<u>Result of the last External Exam</u>				
<u>Courses offered</u>	<u>Pass % (April 2018)</u>			
B.Com General	71.00 %			
M.Com General	72.00%			
M.Phil. Commerce	100.00%			
Annual Curricular Plan			a) Class room lectures b) Assignments, Seminar & Presentations c) Conduct of CIA Examinations d) Model Examinations e) Guest Lectures (Prathiba Sangam) f) Co-Curricular Activities	Suggestion to include more ICT labs.
Attendance			a) Maintained Online. b) Average attendance is given below. <ul style="list-style-type: none"><li>• B.Com – 79.00%</li><li>• M.Com- 91.25%</li><li>• M.Phil- 100.00 %</li></ul>	Good

Coverage of Syllabus	Accounting & Taxation Oriented	Good
Teaching Diary and Teaching Notes No. of Teaching staff including contract/ Guest/PT: No Teachers submitted: No Teachers Not submitted with details:	Shift – I (18 Staff)      Shift – II (22 Staff) Teaching Notes maintained by Staff	Good
Conduct of Classes	5 Hours per day under day order System. [6 Day order Pattern]	Appropriately followed
Use of supplementary teaching tools and application of ICT	Access to Departmental Computer Lab for PG Classes	Good
Student Centric Activities	Prathiba Sangam, Consumer Citizen Club (Academic Quiz, Paper Presentations, Debate, Guest Lectures, Symposium)	
Student seminars	Seminar & Presentation conducted for PG Students as a part of Internal Assessment.	Excellent
Remedial Coaching	Nil	
Student Assignment	Assignment is a part of Internal Component. (Applicable for UG)	
Student Feedback (Analysis done or not)	Yes. Feedback obtained in Prescribed Form	Done in proper manner
Conduct of Internal Examinations	Conducted as per guidelines	
Maintenance of Marks, Register/File	Maintained by the class incharge & Subject Teachers.	Maintained as per rules
Library	Access to General Library is granted to the students	Good
Laboratories	Computer Lab for the Department accessed by the students & Staff	Good

e-Class Rooms		Under Consideration (PG Classes)				
Computer & Internet		Available in Computer Lab & General Library		Good		
Sanitation		Rest rooms for Boys & Girls available.		Facilitated		
Drinking Water Facilities		Yes. RO is Available		Facilitated		
<b>Faculty Details</b>		Note: A brief CV of each faculty member may be attached, specifying details of honours, achievements, recognitions, publications, workshops, seminar participation, research experience, projects undertaken etc., as an annexure				
Sl. No.	Name	Designation	Qualification	Experience (yrs)		Perm./Temp./ guest/ Contract/ visiting etc
				Total	In the college	
<b>Shift – I (Aided Stream)</b>						
1	Dr R Ganesan	Principal & Head	M.Com., M.Phil., Ph.D.	32	32	Perm. (Aided)
2	Dr J Jayasankar	Head (i/c) – Shift - I	M.Com., M.Phil., Ph.D.	30	30	Perm. (Aided)
3	Prof S Seshadrinathan	Asso. Professor	M.Com., M.Phil.	29	28	Perm. (Aided)
4	Dr J Satish	Asst. Professor	M.Com., M.Phil., Ph.D.	19	11	Perm. (Aided)
5	Dr B Vijayakumar	Asst. Professor	M.Com., M.Phil.,M.B.A., B.G.L, Ph.D.	23	23	Perm. (Aided)
6	Dr Haridayal Sharma	Asst. Professor	M.Com., M.Phil.,M.B.A.,MFM, SET, Ph.D.	19	19	Perm. (Aided)
7	Dr K B Manikandan	Asst. Professor	M.Com., M.Phil., M.B.A., ACS, Ph.D	14	14	Perm. (Aided)
8	Sri Rakesh Shankar R	Asst. Professor	M.Com., M.B.A., M.A.(Eco), M.A.(Tamil), FCMA CA Finalist CS Finalist	8	5	Perm. (Aided)

9	Dr M R Geetha	Asst. Professor	M.Com.,M.B.A.,M.Phil.,Ph.D. SET	18	18	Perm. (Aided)
10	Dr Pradeepa George	Asst. Professor	M.Com., M.Phil.,M.B.A., Ph.D.	17	17	Perm. (Aided)
11	Dr Sundari R	Asst. Professor	M.Com., M.Phil.,M.B.A., Ph.D.	20	0.6	Perm. (Aided)
12	Dr Veeraraghavan K	Asst. Professor	M.Com., M.Phil.,M.B.A., NET, Ph.D.	14	4	Perm. (Aided)
13	Dr S Chandirakala	Asst. Professor	M.Com., M.Phil.,M.B.A., SLET, Ph.D.	22	22	Temp. (Mgmt)
14	Dr K Shanthi	Asst. Professor	M.Com.,M.Ed., M.Phil., M.B.A., SLET, PDGFM Ph.D.	13	13	Temp. (Mgmt)
15	Ms Sneha Karthikeyan	Asst. Professor	M.Com., M.Phil.,SET	2	2	Temp. (Mgmt)
16	Ms G Ramya	Asst. Professor	M.Com., M.Phil.,NET SET	5	5	Temp. (Mgmt)
17	Shri R Sundaravadivel	Asst. Professor	M.Com., B.Ed., M.Phil.,M.B.A., M.Sc.,	7	7	Temp. (Mgmt)
18	Ms. B Sowmiya	Asst. Professor	M.Com., SET	1	1	Temp. (Mgmt)
<b>Shift – II (Self Financing Stream)</b>						
1	Prof S Seshadrinathan	Advisor & Head	M.Com., M.Phil.	29	28	Perm.
2	Ms C V Bhuvaneswari	Asst. Professor	M.Com., M.Phil.	12	9	Perm.
3	Sri G Ramkumar	Asst. Professor	M.A., M.Com., M.B.A., ACMA, NET SET	12	9	Perm.
4	Sri P Sathyanarayanan	Asst. Professor	M.Com., M.Phil., PGDBA, SLST, LL.B., M.L.	19	6	Perm.
5	Ms D K Vaishnavi	Asst. Professor	M.Com., M.B.A., HADCA	4	4	Perm.
6	Ms D Senthamarai	Asst. Professor	M.Com., M.Phil., SET	4	4	Perm.
7	Ms V Gayathri	Asst. Professor	M.Com., SET	4	4	Perm.
8	Ms M Devaki	Asst. Professor	M.Com., M.Phil., M.B.A.,SET	10	3	Perm.
9	Ms K Sasirekha	Asst. Professor	M.Com., M.Phil.,	5	4	Perm.
10	Ms T Kamala	Asst. Professor	M.Com., M.Phil., NET	10	3	Perm.
11	Sri N Vikram	Asst. Professor	M.Com., M.Phil.,NET SET	3	2	Perm.



If a particular criterion is inappropriate or not applicable to the program under review, the item will be marked NA.

Not Evident – the criterion statement was not addressed by the program in either its self-study report or appendices. Furthermore, questions about this criterion asked by the Academic Auditor Team at its site visit did not elicit responses that demonstrated that the criterion has been addressed or that a planning process is in place to address the criterion.

Emerging – the program has acknowledged the criterion statement as an area that has only recently been formally addressed. The program may have presented a planning process that it has put in place to address this criterion. It may have formulated initial plans to address this criterion but not have implemented the plan. Or, it may be that plans and processes are in place to address this criterion, but that these are in the initial stages of implementation.

Established – the program demonstrates that its plans, activities and assessments of the criterion are in place in an appropriate, reasonable and well-organized manner. Program faculty, and where applicable students and other stakeholders, are aware of and participate in continuous improvement processes related to the criterion.

Highly Developed – the program thoroughly exhibits that its plans, activities and assessments of the criterion are fully articulated and richly incorporated into the culture of the program including the active engagement of all faculty (full and part-time) as well as students and other stakeholders as pertinent to the criterion. Furthermore, the program shows how it uses the results of assessments regarding the criterion for ongoing improvement of performance in that criterion.

1. Learning		N/A	Outcomes Not Evident	Emerging	Establish ed	Highly Developed
1.1	The faculty has identified program learning outcomes that are current, measurable and based upon appropriate processes and evidence regarding the requirements of the discipline.					✓
1.2	The faculty has identified student learning outcomes in its core coursework that are clear, measurable and based on an appropriate process to identify what students need to master in each course.					✓
1.3	The faculty has an appropriate process for evaluating program and course-level learning outcomes on a regular basis taking into account best practices, stakeholder feedback and appropriate benchmarks in the field.					✓
2. Curriculum and Co-Curriculum		N/A	Outcomes Not Evident	Emerging	Establish ed	Highly Developed
2.1	The faculty collaborates regularly and effectively on the design of curriculum					

	program and student learning outcomes.					✓
4.2	The faculty assesses student learning at multiple points throughout the program using a variety of assessment methods appropriate to the outcomes being assessed.					✓
4.3	The program regularly implements continuous quality improvements based upon the results of its student learning assessments.					✓
<b>5. Follow-up of Previous Audit</b>		<b>N/A</b>	<b>Outcomes Not Evident</b>	<b>Emerging</b>	<b>Establish ed</b>	<b>Highly Developed</b>
5.1	There is documented evidence that the program has implemented the plans for its initiatives for improvement cited by the faculty in the previous self-study report including any changes to those initiatives for improvement.				✓	
5.2	There is documented evidence that recommendations made by the Academic Auditor Team have been considered and, when feasible and appropriate, implemented and tracked.					✓

1. *S. Juman* S-JAY A KUMAR  
Associate professor & Head  
Dept of Commerce,  
Anna Adarsh College Chennai
2. *B. Sudha* **Dr. B. SUDHA**  
Associate Professor & Research  
Supervisor  
Department of Commerce  
Anna Adarsh College for Women  
Anna Nagar, Chennai - 600 010.
3. *S. Suresha V* 1/2/19  
(External Audit Members) *Dr. V. Suresha*  
Head, PG Dept of Commerce  
Valluamalai college for  
women  
Ch-102.

1. *J. Thyagarajan*
2. *S. Jeyaraj*

Head of the Department

*B. M.*

**PRINCIPAL**  
**Dwaraka Doss Goverdhan Doss**  
**Vaishnav College**  
**Arumbakkam, Chennai - 600106.**



## DWARAKA DOSS GOVERDHAN DOSS VAISHNAV COLLEGE

(Autonomous, Linguistic Minority Institution, College with Potential for Excellence}


Arumbakkam, Chennai – 106.

### Academic Audit Report

Name of the Department		Corporate Secretaryship		
Year of Establishment		Shift I -1982 / Shift II -1988		
Department Timing		Shift I 8.15am to 1.35pm / Shift II – 2.00pm to 6.30pm		
Audit Panel Members' Name		Designation	Address	Contact Number/ email id
1.	Dr.C.Lakshmi	Associate Professor & Head	Department of Corporate Secretaryship Anna Adarsh College for Women Anna Nagar Chennai- 40	9840628324 clakshmiram60@gmail.com
2.	Dr.M.Kolangiyappan	Associate Professor	Department of Corporate Secretaryship Pachaiyappas College Chennai -30	9444310343 kolangimk@yahoo.com
3.	Dr.M.S.John Xavier	Associate Professor & Head	Department of Corporate Secretaryship Presidency College Chennai -5	9444035114 xavier710@gmail.com
Date of Audit		7 <sup>th</sup> February 2019		

**PRINCIPAL**

Dwaraka Doss Goverdhan Doss  
Vaishnav College  
Arumbakkam, Chennai - 600106.

Particulars	Observation	Remarks / Suggestions by the panel
Conduct of Classes	Regular.	
Use of supplementary teaching tools and application of ICT	—	Supplementary teaching Tools should be used.
Student Centric Activities	Conducted regularly	
Student seminars	Conducted on Contemporary topics.	
Remedial Coaching	—	Remedial Coaching should be conducted for weak students.
Student Assignment	Given in advance through e-mail	
Student Feedback (Analysis done or not)	Analysis done.	
Conduct of Internal Examinations	Regularly Conducted with time table.	
Maintenance of Marks, Register/File	Maintained.	

Particulars	Observation	Remarks / Suggestions by the panel
Library	General library	Dept library should be maintained
Laboratories	—	Language lab and Computer lab should be provided.
e-Class Rooms	—	e-class rooms should be provided.
Computer & Internet	old Computers are provided.	Latest Configuration should be provided.
Sanitation	Adequate	More rest-rooms for girls to be provided. Separate rest room for physically challenged should be provided.
Drinking Water Facilities	Adequate	More drinking water points to be provided.
<b>Faculty Details</b>	Note: A brief CV of each faculty member may be attached, specifying details of honours, achievements, recognitions, publications, workshops, seminar participation, research experience, projects undertaken etc., as an annexure	

Sl. No.	Name	Designation	Qualification	Experience (years)		Perm./Temp./ guest/ Contract/ visiting etc
				Total	In the college	
1.	Dr.R.Thanigaivel	Associate Professor & Head	M.Com.,M.Ed.,M.Phil.,Ph.D F.C.M.A., F.C.S	33	33	Permanent
2.	Dr.Prabha Rajagopalan	Associate Professor	M.Com., M.Phil., SLET, Ph.D	28	18	Permanent
3.	Mr.Premkumar.D	Assistant Professor	M.Com, M.Phil, SET	16	16	Permanent



Sl. No.	Name	Designation	Qualification	Experience (years)		Perm./Temp./ guest/ Contract/ visiting etc
				Total	In the college	
4.	Mr.M.Balaji	Assistant Professor	M.Com, M.Phil, Diploma in Taxation	6	6	Permanent
5.	Dr. K. Kalpana Devi	Assistant Professor	M.B.A.,M.Com.,M.Phil.,SET, Ph.D.,	15	15	Permanent
6.	Dr. M. Akhila	Assistant Professor	M.Com., M.Phil., SET, Ph.D.,	11	11	Permanent
7.	Dr. R. Premalatha	Assistant Professor	M.Com., M.B.A., M.Phil., PGDCA Ph.D	14	11	Permanent
8.	Dr. G. Yamuna	Assistant Professor	M.Com., M.Phil., NET, Ph.D.,	9	4	Permanent
9.	Dr. R. Vasudevan	Assistant Professor	M.Com., B.Ed., M.Phil., M.B.A., M.Phil.,SLET, Ph.D.,	17	3	Permanent
10.	Mr. A. Karthik	Assistant Professor	M.Com., M.B.A., M.Phil., NET., SET	10	2	Permanent
11.	Mr. S. Subramanian	Assistant Professor	M.Com.	3	2	Permanent
12.	Dr.K.Moneesh Kumar	Assistant Professor	M.Com., M.Phil., SET, Ph.D.,	5	5	Permanent
13.	Ms. M. Geethanjali	Assistant Professor	M.Com., NET	1	1	Permanent

#### Research Guidance

Sl.No.	Faculty Name (Recognised Guides)	M.Phil. (Awarded/ submitted) - Nos.	Ph.D.( Awarded/ submitted) - Nos.	M.Phil. (Ongoing) - Nos.	Ph.D.(Ongoing) - Nos.
Nil	Nil	Nil	Nil	Nil	Nil

Number of Research Projects Completed/ ongoing (Give details as an annexure)

Any other Detail as deemed fit.

  
PRINCIPAL

Dwaraka Doss Goverdhan Doss  
Vaishnav College  
Arumbakkam, Chennai - 600106.



Please rate the quality of the academic program by placing a checkmark in the appropriate box to indicate whether the criterion is not applicable (N/A), not evident, emerging, established, or highly developed.

If a particular criterion is inappropriate or not applicable to the program under review, the item will be marked NA.


**Not Evident** – the criterion statement was not addressed by the program in either its self-study report or appendices. Furthermore, questions about this criterion asked by the Academic Auditor Team at its site visit did not elicit responses that demonstrated that the criterion has been addressed or that a planning process is in place to address the criterion.

**Emerging** – the program has acknowledged the criterion statement as an area that has only recently been formally addressed. The program may have presented a planning process that it has put in place to address this criterion. It may have formulated initial plans to address this criterion but not have implemented the plan. Or, it may be that plans and processes are in place to address this criterion, but that these are in the initial stages of implementation.

**Established** – the program demonstrates that its plans, activities and assessments of the criterion are in place in an appropriate, reasonable and well-organized manner. Program faculty, and where applicable students and other stakeholders, are aware of and participate in continuous improvement processes related to the criterion.

**Highly Developed** – the program thoroughly exhibits that its plans, activities and assessments of the criterion are fully articulated and richly incorporated into the culture of the program including the active engagement of all faculty (full and part-time) as well as students and other stakeholders as pertinent to the criterion. Furthermore, the program shows how it uses the results of assessments regarding the criterion for ongoing improvement of performance in that criterion.

1. Learning		N/A	Outcomes Not Evident	Emerging	Established	Highly Developed
1.1	The faculty has identified program learning outcomes that are current, measurable and based upon appropriate processes and evidence regarding the requirements of the discipline.			✓		

1.2	The faculty has identified student learning outcomes in its core coursework that are clear, measurable and based on an appropriate process to identify what students need to master in each course.			✓		
1.3	The faculty has an appropriate process for evaluating program and course-level learning outcomes on a regular basis taking into account best practices, stakeholder feedback and appropriate benchmarks in the field.		✓			
<b>2. Curriculum and Co-Curriculum</b>		N/A	<b>Outcomes Not Evident</b>	<b>Emerging</b>	<b>Established</b>	<b>Highly Developed</b>
2.1	The faculty collaborates regularly and effectively on the design of curriculum and planned improvements.			✓		
2.2	The faculty regularly analyses the content and sequencing of courses as applicable in terms of achieving program learning outcomes.				✓	
2.3	The faculty regularly reviews the curriculum based on appropriate evidence including comparison with best practices where appropriate.			✓		
2.4	The program regularly incorporates appropriate complementary co-curricular activities and programs to supplement and support student learning			✓		
<b>3. Teaching and Learning</b>		N/A	<b>Outcomes Not Evident</b>	<b>Emerging</b>	<b>Established</b>	<b>Highly Developed</b>
3.1	The faculty regularly and effectively collaborates in designing, developing and delivering teaching methods that improve student learning throughout the program.			✓ 		

3.2	The faculty promotes the effective use of instructional materials and teaching tools, including technology as appropriate, for achieving student mastery of learning objectives.			✓		
3.3	The program regularly evaluates the effectiveness of teaching methods and the appropriateness of instructional materials.			✓		
3.4	The faculty analyse evaluation results on a regular basis and modify teaching methods to improve student learning.			✓		
3.5	The faculty engages in regular professional development that enhances its teaching, scholarship and practice.		✓			
3.6	The program monitors student persistence and success in its courses and program and uses that data to inform improvements in the program and to optimize student success.		✓			
<b>4. Student Learning Assessment</b>		<b>N/A</b>	<b>Outcomes Not Evident</b>	<b>Emerging</b>	<b>Established</b>	<b>Highly Developed</b>
4.1	The faculty uses indicators of student learning success that are aligned with program and student learning outcomes.			✓		
4.2	The faculty assesses student learning at multiple points throughout the program using a variety of assessment methods appropriate to the outcomes being assessed.				✓	
4.3	The program regularly implements continuous quality improvements based upon the results of its student learning assessments.			✓		
<b>5. Follow-up of Previous Audit</b>		<b>N/A</b>	<b>Outcomes Not Evident</b>	<b>Emerging</b>	<b>Established</b>	<b>Highly Developed</b>
5.1	There is documented evidence that the program has implemented the plans for its initiatives for improvement cited by the faculty in the previous self-study report including any changes to those initiatives for improvement.		✓			

5.2	There is documented evidence that recommendations made by the Academic Auditor Team have been considered and, when feasible and appropriate, implemented and tracked.		✓			
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### Signatures of Panel Members

1. Dr.C.Lakshmi

C. Lakshmi

2. Dr.M.Kolangiyappan

M. Kolangiyappan

3. Dr.M.S.John Xavier

M.S. John Xavier

Dwaraka Doss

**PRINCIPAL**  
Dwaraka Doss Goverdhan Doss  
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DWARAKA DOSS GOVERDHAN DOSS VAISHNAV COLLEGE  
(Autonomous, Linguistic Minority Institution, College with Potential for Excellence)  
Arumbakkam, Chennai – 106.

### Academic Audit Report

Name of the Department		Computer Applications		
Year of Establishment		1999		
Department Timing		12.00P.M to 4.30P.M		
Audit Panel Members' Name		Designation	Address	Contact Number/ email id
1.	Dr. A. Murugan M.Sc., Ph.D.,	Associate Professor & Head	Dr. Ambedkar Government Arts College, Vyasarpadi, Chennai-39	9444340011 amurugan1972@gm ail.com
2.	Dr. S. GOPINATHAN M.Sc., Ph.D.,	Associate Professor	University of Madras, Guindy campus, Chennai-25	9443627956, 7904837870 gnathans2002@gmai l.com
3.	Dr. M. RAMESH KUMAR M.Sc., M.phil., Ph.D.,	Assistant professor & Head	Government Arts College, Nandanam , Chennai-40	9443597585 proframeshkumar@g mail.com
Date of Audit		02-02-2019		

  
**PRINCIPAL**


Particulars		Observation	Remarks / Suggestions by the panel
<u>Courses Offered</u>	Strength		
B.C.A	100 + 10 (extended)	Good	
<u>Result of the last External Exam</u>			
Courses offered	Pass %	To be improve to 75%	
I Year B.C.A	55.05%	"	
II Year B.C.A	50.47%	"	
III Year B.C.A	86.54%	Good	
Annual Curricular Plan		Yes. Our curriculum has both theory and practical sessions in Multimedia, Shell Programming, C++,Java, ORACLE, PHP, ASP.NET, VB.NET and Networks Programming,	
Attendance		Attendance software is used to maintain students daily attendance and monthly report generation	
Coverage of Syllabus		Yes	
<u>Teaching Diary and Teaching Notes</u> No of Teaching staff including contract/Guest/PT: No Teachers submitted: No Teachers Not submitted with details:		12	
Conduct of Classes		Conducting Certificate course for Final year students	



**PRINCIPAL**

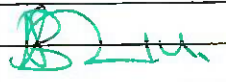
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Vaishnav College  
Arumbakkam, Chennai - 600106.



Use of supplementary teaching tools and application of ICT	ICT enabled class rooms & Labs	
Student Centric Activities	Group Discussion &,Debates are conducted regularly	
Student seminars	Students are taking seminars periodically for each subject	
Remedial Coaching	Apart from the class staff conducting class those who are very poor in subjects	
Student Assignment	As per university norms assignments are given	
Student Feedback (Analysis done or not)	Yes. Records Maintained	
Conduct of Internal Examinations	CIA timetable and question papers are filed for each semester	
Maintenance of Marks,Register/File	Yes. Records Maintained	

**PRINCIPAL**

Dwaraka Doss Goverdhan Doss  
Vaishnav College  
Arumbakkam, Chennai - 600106.

Library	Library maintained with 64 Books in the department					
Laboratories	2 Labs with 100 Systems, 2 printers & 2 Projectors					
e-Class Rooms	---					
Computer & Internet	100 Systems with 50MBbs Speed Internet					
Sanitation	Yes well maintained					
Drinking Water Facilities	RO Water available					
<b><u>Faculty Details</u></b>	Note: A brief CV of each faculty member may be attached, specifying details of honours, achievements, recognitions, publications, workshops, seminar participation, research experience, projects undertaken etc,. as an annexure					
Sl. No.	Name	Designation	Qualification	Experience (years)		Perm./Temp./guest/ Contract/visiting etc
				Total	In the college	
1.	Dr.T.Velmurugan	Advisor & Head	M.Sc., M.Phil., Ph.D., PGDCA., B. Ed.,	25	22	
2.	Ms. S. Sivaranjani	Asst. Prof.	MCA., MBA., M.Phil., SET	13	10	
3.	Mr. N. Jagadeesan	Asst. Prof.	M.Sc., M.Phil.,	10	10	
4.	Ms. C. Anbarasi	Asst. Prof.	M.Sc., M.Phil., B.Ed.,	12	9	
5.	Ms. U. Latha	Asst. Prof.	M.Sc., MCA., M.Phil.,	9	9	
6.	Ms. D. Clara Shanthi	Asst. Prof.	MCA., M.Phil., M.Tech.,	14	6	

7.	Ms. S. Amutha	Asst. Prof.	MCA., M.Phil.,	14	6	
8.	Ms. S. Kavitha	Asst. Prof.	MCA., M.Phil., SET	19	4	
9.	Ms. L. Meena	Asst. Prof.	MCA., M.Phil., SET	7	5	
10.	Ms. K. Ramya	Asst. Prof.	MCA., M.Phil., SET	5	5	
11.	Ms. M. Archana	Asst. Prof.	M.Sc., M.Phil.,	7	7	
12.	Ms. A. S. Thenmozhi	Asst.Prof. (Part time)	M.Sc., MCA., M.Phil., PGDCA.,	21	18	

#### Research Guidance

Sl.No.	Faculty Name (Recognised Guides)	M.Phil. (Awarded/ submitted) - Nos.	Ph.D.( Awarded/ submitted)- Nos.	M.Phil. (Ongoing) - Nos.	Ph.D.(Ongoing) - Nos.
1.	Dr. T. Velmurugan	301	7/3		8

Number of Research Projects Completed/ ongoing (Give details as an annexure)

No

Any other Detail as deemed fit.

1. It is observed from the students that, the cost of items and taste is not upto the mark in canteen.
2. Students are very much happy with the environment and teaching.
3. Kindly provide system for staff room in the BCA department.



**PRINCIPAL**

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Vaishnav College  
Arumbakkam, Chennai - 600106.

Please rate the quality of the academic program by placing a checkmark in the appropriate box to indicate whether the criterion is not applicable (N/A), not evident, emerging, established, or highly developed.

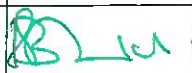
If a particular criterion is inappropriate or not applicable to the program under review, the item will be marked NA.

Not Evident – the criterion statement was not addressed by the program in either its self-study report or appendices. Furthermore, questions about this criterion asked by the Academic Auditor Team at its site visit did not elicit responses that demonstrated that the criterion has been addressed or that a planning process is in place to address the criterion.

Emerging – the program has acknowledged the criterion statement as an area that has only recently been formally addressed. The program may have presented a planning process that it has put in place to address this criterion. It may have formulated initial plans to address this criterion but not have implemented the plan. Or, it may be that plans and processes are in place to address this criterion, but that these are in the initial stages of implementation.

Established – the program demonstrates that its plans, activities and assessments of the criterion are in place in an appropriate, reasonable and well-organized manner. Program faculty, and where applicable students and other stakeholders, are aware of and participate in continuous improvement processes related to the criterion.



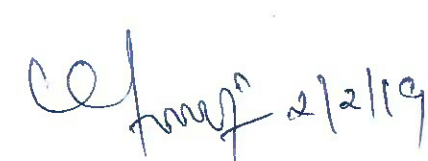
Highly Developed – the program thoroughly exhibits that its plans, activities and assessments of the criterion are fully articulated and richly incorporated into the culture of the program including the active engagement of all faculty (full and part-time) as well as students and other stakeholders as pertinent to the criterion. Furthermore, the program shows how it uses the results of assessments regarding the criterion for ongoing improvement of performance in that criterion.

1. Learning		N/A	Outcomes Not Evident	Emergin g	Establishe d	Highly Developed
1.1	The faculty has identified program learning outcomes that are current, measurable and based upon appropriate processes and evidence regarding the requirements of the discipline.				✓	
1.2	The faculty has identified student learning outcomes in its core coursework that are clear, measurable and based on an appropriate process to identify what students need to master in each course.				✓	
1.3	The faculty has an appropriate process for evaluating program and course-level learning outcomes on a regular basis taking into account best practices, stakeholder feedback and appropriate benchmarks in the field.				✓	
2. Curriculum and Co-Curriculum		N/A	PRINCIPAL	Emergin	Establishe	Highly

		Not Evident	g	d	Developed	
2.1	The faculty collaborates regularly and effectively on the design of curriculum and planned improvements.			✓		
2.2	The faculty regularly analyzes the content and sequencing of courses as applicable in terms of achieving program learning outcomes.			✓		
2.3	The faculty regularly reviews the curriculum based on appropriate evidence including comparison with best practices where appropriate.				✓	
2.4	The program regularly incorporates appropriate complementary co-curricular activities and programs to supplement and support student learning				✓	
3. Teaching and Learning		N/A	Outcomes Not Evident	Emergin g	Establishe d	Highly Developed
3.1	The faculty regularly and effectively collaborates in designing, developing and delivering teaching methods that improve student learning throughout the program.				✓	
3.2	The faculty promotes the effective use of instructional materials and teaching tools, including technology as appropriate, for achieving student mastery of learning objectives.				✓	
3.3	The program regularly evaluates the effectiveness of teaching methods and the appropriateness of instructional materials.					✓
3.4	The faculty analyze evaluation results on a regular basis and modify teaching methods to improve student learning.				✓	
3.5	The faculty engages in regular professional development that enhances its teaching, scholarship and practice.				✓	
3.6	The program monitors student persistence and success in its courses and program and uses that data to inform improvements in the program and to optimize student success.				✓	
4. Student Learning Assessment		N/A	Outcomes Not Evident	Emergin g	Establishe d	Highly Developed
4.1	The faculty uses indicators of student learning success that are aligned with program and student learning outcomes.				✓	
4.2	The faculty assesses student learning at multiple points throughout the program using a variety of assessment methods appropriate to the outcomes being assessed.					✓
4.3	The program regularly implements continuous quality improvements based upon the results of its student learning assessments.					✓
5. Follow-up of Previous Audit		N/A	Outcomes Not Evident	Emergin g	Establishe d	Highly Developed

		Not Evident	g	d	Developed
5.1	There is documented evidence that the program has implemented the plans for its initiatives for improvement cited by the faculty in the previous self-study report including any changes to those initiatives for improvement.			✓	
5.2	There is documented evidence that recommendations made by the Academic Auditor Team have been considered and, when feasible and appropriate, implemented and tracked.			✓	

### Signatures

1.  2/2/19 (Dr. A. MURUGAN)
2.  (Dr. S. Gopinathan)
3.  2/2/19 (Dr. NARAYANESWARAN)



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## DWARAKA DOSS GOVERDHAN DOSS VAISHNAV COLLEGE


(Autonomous, Linguistic Minority Institution, College with Potential for Excellence)

Arumbakkam, Chennai – 106.

### Academic Audit Report

Name of the Department		MATHEMATICS - SHIFT I		
Year of Establishment		1964		
Department Timing		8:15AM – 1:35PM		
Audit Panel Members' Name		Designation	Address	Contact Number/ email id
1.	Dr. M. Anantha Narayanan	Associate professor.	Department of Mathematics, A.M.Jain college Meenambakkam, Chennai	9841779162
2.	Mr. R. Elayaperumal	Associate professor	Department of Mathematics, Pachaiyappas college, Chennai	9444327195
3.	Dr. G. Palani	Assistant Professor	Department of Mathematics Dr. Ambedkar Government arts College, Chennai	9444864458

Date of Audit	11.02.2019			
Particulars			Observation	Remarks / Suggestions by the panel
Courses Offered	Strength			
	Admitted	Sanctioned		
I B.Sc. MAN	52	70	The candidates are admitted by following state government reservation policy.	Verified
I B.Sc. MPC	59	70		
II B.Sc. MAN	70	70		
II B.Sc. MPC	64	70		
III B.Sc. MAN	54	70		
III B.Sc. MPC	58	70		
I M.Sc. MATHS	39	40		
II M.Sc. MATHS	40	40		
M.Phil. MATHS	04	05		
Result of the last External Exam				
Courses offered	Pass %			
I B.Sc. MAN	71.70		The results are good.	The results can be improved further.
I B.Sc. MPC				
II B.Sc. MAN	70.63			
II B.Sc. MPC				
III B.Sc. MAN	71.82			
III B.Sc. MPC				
I M.Sc. MATHS	66.67			
II M.Sc. MATHS	77.50			
M.Phil. MATHS	100		Excellent	Keep up the good work.

  
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Annual Curricular Plan	<p>1. Academic activities followed as per College Calendar.</p> <p>2. Co-Curricular activities are planned and scheduled periodically.</p>	Photos available for career guidance workshop held on 11 <sup>th</sup> September 2018.
Attendance	Maintained ( Both Hard and Soft copy available)	Yes. Verified.
Coverage of Syllabus	100% Syllabus completed in all the Subjects.	Verified through the Student Feedback.
<u>Teaching Diary and Teaching Notes</u>  No of Teaching staff including contract/ Guest/PT: No Teachers submitted: No Teachers Not submitted with details:	Teaching Notes prepared by respective Subject Teachers.  16 16 NIL	Students Feedback shows that all Teachers are well equipped with their teaching notes.
Conduct of Classes	Six Day order cycle followed as per Calendar (For each Semester 15 cycles amount to 90 working days).	Yes. This is as per University norms.

  
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Use of supplementary teaching tools and application of ICT	Smart Board Projector is used quite often.	Yes. The Department has Smart Board Projector. For Subjects like Mathematics traditional Black board method is best suited. The Projector Screen is not available. It may be provided.
Student Centric Activities	Inter- class, Inter-college and Department activities are organised periodically.	Students have participated Seminars, Inter-college competitions and workshops conducted by other colleges and obtained Certificates and Shields.
Student seminars	Weekly Seminars organised during their regular periods.	More of Group Discussions will make the students learn the subjects in-depth.
Remedial Coaching	Special Attention is given to weak students.	Materials prepared individually by Rank holders in every class may be encouraged and can be circulated to weak students. This will help both set of students.
Student Assignment	Subject wise Assignments are given regularly.	Problems of difficult nature can be given as Assignments. This will encourage the students to refer other Books. Through this self-learning process is indirectly motivated.
Student Feedback (Analysis done or not)	10% of Students randomly selected from each Class and Feedback is obtained from these Students.	Yes. Available 

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Conduct of Internal Examinations	Two Continuous Internal Assessment (CIA) tests and One Model Exam are conducted for each Semester.	Available.
Maintenance of Marks, Register/File	Soft and Hard copy are available.	Yes. Observed.
Library	Sufficient Books available for reference to U.G, P.G and M.Phil. Students.	Inspection done in Library during the audit.
Laboratories	Not Applicable.	Not Available.
e-Class Rooms	Management is taking steps to convert the present class rooms into Smart class rooms.	The Traditional way of teaching Mathematics should also be continued in every class room.
Computer & Internet	Facilities are not available to students. Three Desktop computers along with printers and one Laptop provided for the Department to maintain attendance and department activities.	As Students Strength is nearly 600, two more computers preferably Desktop may be added along with the existing one.




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Sanitation		Rest rooms provided in the Main Building for Students: For Boys : 6 For Girls : 6 For Staff: Male : 3 Female : 3		For growing Student and Staff Strength some more Rest rooms may be provided.				
Drinking Water Facilities		RO Water Plant is provided.		Yes. Available.				
<b>Faculty Details</b>		Note: A brief CV of each faculty member may be attached, specifying details of honours, achievements, recognitions, publications, workshops, seminar participation, research experience, projects undertaken etc,. as an annexure						
Sl. No.	Name	Designation	Qualification	Experience (years)				Perm./Temp./ guest/ Contract/ visiting etc
				Total		In the college		
				Years	Months	Years	Months	
1.	Mr. K. Narayanan	Associate Professor and Head	M.Sc., M.Phil., B.Ed., DCA.	27	4	27	4	Permanent
2.	Mr. R. Venkataramanan	Associate Professor	M.Sc., M.Phil.	28		20		Permanent
3.	Ms. M. Devika	Associate Professor	M.Sc., M.Phil.	20		18		Permanent
4.	Dr. N. Jayanth Karthik	Associate Professor	M.Sc., M.Phil., Ph.D.	23		20		Permanent
5.	Dr. R. Sivaraman	Associate Professor	M.Sc., M.Phil., Ph.D.	21		19		Permanent



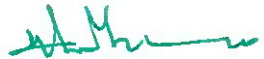


Research Guidance					
Sl.No.	Faculty Name (Recognised Guides)	M.Phil. (Awarded/ submitted) - Nos.	Ph.D.( Awarded/ submitted) - Nos.	M.Phil. (Ongoing) - Nos.	Ph.D.(Ongoing) - Nos.
1.	Mr. K. Narayanan	17	-	-	-
2.	Mr. R. Venkataramanan	20	-	-	-
3.	Ms. M. Devika	11	-	-	-
4.	Dr. N. Jayanth Karthik	10	-	1	-
5.	Dr. R. Sivaraman	4	-	3	-
6.	Dr. B. Abirami	5	-	1	-
7.	Dr. P. Usha	-	-	1	-
8.	Dr. S. Radhakrishnan	-	-	-	-
9.	Dr. S. U. Malini	5	-	-	-
10.	Dr. R. Arundhadhi	7	-	-	-
Number of Research Projects Completed/ ongoing (Give details as an annexure)					
Any other Detail as deemed fit. Nil					


  
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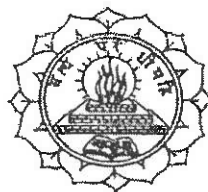
Please rate the quality of the academic program by placing a checkmark in the appropriate box to indicate whether the criterion is not applicable (N/A), not evident, emerging, established, or highly developed.  
If a particular criterion is inappropriate or not applicable to the program under review, the item will be marked NA.

5. Follow-up of Previous Audit		N/A	Outcomes Not Evident	Emerging	Established	Highly Developed
5.1	There is documented evidence that the program has implemented the plans for its initiatives for improvement cited by the faculty in the previous self-study report including any changes to those initiatives for improvement.					√
5.2	There is documented evidence that recommendations made by the Academic Auditor Team have been considered and, when feasible and appropriate, implemented and tracked.					√

#### Signatures

-   
 11.2.19 Dr. M. Ananthanarayanan, Associate Prof of Maths, A.M.Jain College  
 Chennai - 114
-   
 11/02/19. R. Elaiyaperumal, Associate professor, Pachaiyappa's College, ch-39
-   
 11/2/19 Dr. G. Palani, Assistant professor, Dr. Ambedkar Govt  
 Arts College, ch-39

  
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**Academic Audit Report**  
**2018-19**

Name of the Department		Physics		
Year of Establishment		1964		
Department Timing		8.15 am to 1.35 pm		
Audit Panel Members' Name		Designation	Address	Contact Number/ email id
1.	Dr. A.R.Prabhakaran	Associate Professor	Pachaiyappa's College Chennai – 600030	9444052752 /9500154099 <a href="mailto:arphy@gmail.com">arphy@gmail.com</a>
2.	Dr.Meenakshi	Associate Prof. & Head	CTTE College for Women Perambur Chennai 600011	9444142346 Pmeenakshi62@ yahoo.com
3.	Dr.S. Vijayalakshmi	Associate Professor	Presidency College Chennai 600005	9488952059
Date of Audit		8 <sup>th</sup> February 2019		

  
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Particulars		Observation	Remarks / Suggestions by the panel
<u>Courses Offered</u>	<u>Strength</u>		
B.Sc.PHYSICS			
I Year	48		
II Year	48		
III Year	46		
<u>Result of the last External Exam</u>		12 Students who have joined M.Sc. Physics in 2018-19 Anna University - 06 University of Madras -01 Others in reputed city colleges	Excellent results/progression
<u>Courses offered</u>	<u>Pass %</u>		
B.Sc. Physics	85%		
Annual Curricular Plan		<p>Assessment is done semester wise. Two CIA tests and one model exam are conducted every semester. Practical's done throughout the year and assessment done at the end of every year.</p> <p>Students take part in many co-curricular and extra- curricular activities.</p> <p>Students know to <b>learn beyond the class room.</b></p> <p>Interested students do extra projects and online courses too.</p> <p>Students take part in curriculum related activities.</p> <p style="text-align: center;"> <b>PRINCIPAL</b></p>	Very Well appreciated.

Attendance	More than 80%	
Coverage of Syllabus	Beyond uncovering the syllabus our department teachers impart knowledge related to what is taught.	Usage of ICT/Aids is Excellent.
<u>Teaching Diary and Teaching Notes</u> No of Teaching staff including contract/Guest/PT: No Teachers submitted: No Teachers Not submitted with details:	Aided - 6 Unaided - 1 We do not practice submission of daily notes by our teachers.	
Conduct of Classes	Excellent Very regular	
Use of supplementary teaching tools and application of ICT	Yes. Teachers use <ul style="list-style-type: none"> <li>• you tube videos Mooc courses</li> <li>• Material from different online courses</li> <li>• Books from CSIR, Vigyan Prasar</li> <li>• Materials from journals related to Science and Education</li> <li>• Even students take up and complete online courses from Sakshaat and many</li> </ul>	Excellent.   <b>PRINCIPAL</b> Dwaraka Doss Goverdhan Doss Vaishnav College Arumbakkam, Chennai - 600106.


Student Centric Activities	<p>Department is completely <b>student-centric</b></p> <p>List attached</p>	<p>① Extraordinary <del>Effect</del> by faculties for the student</p> <p>② <del>Additional</del> Community Financial Support needs</p> <p>Practising presentations in tend is highly Commanded.</p>
Student seminars	<p>List attached</p>	
Remedial Coaching	<p>Teachers are aware of learning difficulties as well difficulties due to students' Socio - Economic - Health issues.</p> <p>Helping them and coaching them is an integral part of teaching methods. Equity through education is the culture of this department.</p> <p>More than 50% of our staff attended a workshop on identification and supporting Dyslexic students organised by IQAC, DGVC.</p>	
Student Assignment	<p>Regular assignments in written format/Oral/PPT/Selfie video/ you tube video/ translation/ dubbing/ Peer group teaching/Teaching School children/ hands on activities</p>	<p>Innovative methods are very Inspiring and Can be adopted by other departments.</p>


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Student Feedback (Analysis done or not)	Yes done	✓
Conduct of Internal Examinations	<p>CIA Marks, Class test, Seminars and Assignment as well as the regular performance in the lab are continuously assessed and the results of these are reflected as one of the components in the CIA.</p> <p>Students are aware of their marks and the process is transparent.</p> <p>Model Exams are conducted.</p> <p>The common CIA &amp; Model Exam for the entire college is in practice</p>	Very Good practise.
Maintenance of Marks, Register/File	For all the years the copy of CIA marks are maintained by the department and the originals are submitted to the COE. The students are also informed about their CIA Marks.	Not only the registers/ Files, everything is well documented.
Library	Department doesn't maintain library books. All the books, magazines and journals are maintained at the Main Library in the College.	"Reading Challenge" an excellent <sup>unique</sup> initiative of unique the department.

Laboratories	<p><b>Infra structure</b></p> <p>Lab- Spacious main lab – 01 Dark Room – 01</p> <p>Instruments – The department has sufficient instruments for the students of the B.Sc Physics course , bought with the funding from UGC, DBT STAR Support and Students funding.</p> <p>Seminar Hall- Four common seminar halls of the college are utilized by the departments for its activities.</p> <p><b>Maintenance of Records</b></p> <p>Accession Register &amp; Stock Registers for Non Consumables and Consumables maintained. These are also audited every year by RJDCE</p>	<p>Separate labs should be provided for aided and unaided courses</p> <p>Better chairs can be given to staff and lab assistants</p> <p>Well maintained.</p>
e-Class Rooms	Regular classrooms are converted as and when needed.	Appreciated
Computer & Internet	<p>Desktop – 2 Printer – 1</p> <p>Internet facility in HoD room</p> <p>All teachers are open access to these facilities.</p>	<p> <b>PRINCIPAL</b> Dwaraka Doss Goverdhan Doss Vaishnav College Arumbakkam, Chennai - 600106.</p>

Sanitation		Common Women Staff Toilet - 2 for the floor  Common Girl Students Toilet - 4 Well maintained by outsource staff.	<i>*Dispenser for Sanitary napkins should be provided.</i> <i>* Drinking water facility should be improved</i>			
Drinking Water Facilities		Nil				
<b>Faculty Details</b>		Details of honours, achievements, recognitions, publications, workshops, seminar participation, research experience, projects undertaken etc., Attached as an annexure				
Sl. No.	Name	Designation	Qualification	Experience (years)		Permanent /Temporary
				Total	In the college	
1	Dr.D.Uthra	Associate Professor & Head	M.Sc., Ph.D. SLET	22	22	P - 19 T - 3
2	Dr.D.Syamala	Associate Professor	M.Sc., M.Phil., M.E., Ph.D.	19+	19+	P - 19
3	Dr.V.Renganayaki	Assistant Professor	M.Sc., Ph.D. SLET	20	19	P - 10 T- 9
4	Dr.V.Sangeetha	Assistant Professor	M.Sc., M.Phil., Ph.D.	18	16	P - 4 T- 12
5	Dr.D.Sridevi	Assistant Professor	M.Sc., M.Phil., Ph.D.	9	7	P-3M T-8Y 9M
6	Dr.Pourkodee D	Assistant Professor	M.Sc., NET	6	6	P-3M T-5Y 9M
7	Dr.Selva Kothai Nachiyar	Assistant Professor	M.Sc., M.Phil., Ph.D.	8	8	T-8
<div> <b>PRINCIPAL</b></div>						

Research Guidance - Not applicable

Sl.No	Faculty Name (Recognised Guides)	M.Phil. (Awarded/ submitted) - Nos.	Ph.D.( Awarded/ submitted)- Nos.	M.Phil. (Ongoing) - Nos.	Ph.D.(Ongoi ng) - Nos.

Number of Research Projects Completed/ ongoing (Give details as an annexure)

DBT FOLDSCOPE -ongoing

Any other Detail as deemed fit.

The Department of Physics is currently annexed as the network institute of IIRS outreach Programme of ISRO.

Please rate the quality of the academic program by placing a checkmark in the appropriate box to indicate whether the criterion is not applicable (N/A), not evident, emerging, established, or highly developed.

If a particular criterion is inappropriate or not applicable to the program under review, the item will be marked NA.  
Not Evident – the criterion statement was not addressed by the program in either its self-study report or appendices. Furthermore, questions about this criterion asked by the Academic Auditor Team at its site visit did not elicit responses that demonstrated that the criterion has been addressed or that a planning process is in place to address the criterion.  
Emerging – the program has acknowledged the criterion statement as an area that has only recently been formally

addressed. The program may have presented a planning process that it has put in place to address this criterion. It may have formulated initial plans to address this criterion but not have implemented the plan. Or, it may be that plans and processes are in place to address this criterion, but that these are in the initial stages of implementation.


Established – the program demonstrates that its plans, activities and assessments of the criterion are in place in an appropriate, reasonable and well-organized manner. Program faculty, and where applicable students and other stakeholders, are aware of and participate in continuous improvement processes related to the criterion.

Highly Developed – the program thoroughly exhibits that its plans, activities and assessments of the criterion are fully articulated and richly incorporated into the culture of the program including the active engagement of all faculty (full and part-time) as well as students and other stakeholders as pertinent to the criterion. Furthermore, the program shows how it uses the results of assessments regarding the criterion for ongoing improvement of performance in that criterion.

1. Learning		N/A	Outcome s Not Evident	Emergin g	Establi shed	Highly Developed
1.1	The faculty has identified program learning outcomes that are current, measurable and based upon appropriate processes and evidence regarding the requirements of the discipline.					✓
1.2	The faculty has identified student learning outcomes in its core coursework that are clear, measurable and based on an appropriate process to identify what students need to master in each course.					✓
1.3	The faculty has an appropriate process for evaluating program and course-level learning outcomes on a regular basis taking into account best practices, stakeholder feedback and appropriate benchmarks in the field.					✓

  
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<b>2. Curriculum and Co-Curriculum</b>		<b>N/A</b>	<b>Outcome s Not Evident</b>	<b>Emergin g</b>	<b>Establi shed</b>	<b>Highly Developed</b>
2.1	The faculty collaborates regularly and effectively on the design of curriculum and planned improvements.					✓
2.2	The faculty regularly analyzes the content and sequencing of courses as applicable in terms of achieving program learning outcomes.					✓
2.3	The faculty regularly reviews the curriculum based on appropriate evidence including comparison with best practices where appropriate.					✓
2.4	The program regularly incorporates appropriate complementary co-curricular activities and programs to supplement and support student learning					✓
<b>3. Teaching and Learning</b>		<b>N/A</b>	<b>Outcome s Not Evident</b>	<b>Emergin g</b>	<b>Establi shed</b>	<b>Highly Developed</b>
3.1	The faculty regularly and effectively collaborates in designing, developing and delivering teaching methods that improve student learning throughout the program.					✓
3.2	The faculty promotes the effective use of instructional materials and teaching tools, including technology as appropriate, for achieving student mastery of learning objectives.					✓
3.3	The program regularly evaluates the effectiveness of teaching methods and the appropriateness of instructional materials.					12 ✓

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3.4	The faculty analyze evaluation results on a regular basis and modify teaching methods to improve student learning.					✓
3.5	The faculty engages in regular professional development that enhances its teaching, scholarship and practice.					✓
3.6	The program monitors student persistence and success in its courses and program and uses that data to inform improvements in the program and to optimize student success.					✓
<b>4. Student Learning Assessment</b>		<b>N/A</b>	<b>Outcomes Not Evident</b>	<b>Emerging</b>	<b>Established</b>	<b>Highly Developed</b>
4.1	The faculty uses indicators of student learning success that are aligned with program and student learning outcomes.					✓
4.2	The faculty assesses student learning at multiple points throughout the program using a variety of assessment methods appropriate to the outcomes being assessed.					✓
4.3	The program regularly implements continuous quality improvements based upon the results of its student learning assessments.					✓
<b>5. Follow-up of Previous Audit</b>		<b>N/A</b>	<b>Outcomes Not Evident</b>	<b>Emerging</b>	<b>Established</b>	<b>Highly Developed</b>
5.1	There is documented evidence that the program has implemented the plans for its initiatives for improvement cited by the faculty in the previous self-study report including any changes to those initiatives for improvement.					✓

  
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5.2	There is documented evidence that recommendations made by the Academic Auditor Team have been considered and, when feasible and appropriate, implemented and tracked.					✓
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### Signature

1. **Dr. A.R.Prabhakaran**  
Associate Professor  
PG & Reseach Department of Physics  
Pachaiyappa's College  
Chennai - 600030

*A.R. Prabhakaran*  
08/02/19

2. **Dr.R.Meenakshi**  
Associate Prof. & Head  
Department of Physics  
CTTE College for Women  
Perambur, Chennai 600011

*R. Meenakshi*  
8/2/2019

3. **Dr.S. Vijayalakshmi**  
Associate Professor  
PG & Reseach Department of Physics  
Presidency College  
Chennai 600005

*S. Vijayalakshmi*  
08.02.19

*Dwaraka Doss*  
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## DWARAKA DOSS GOVERDHAN DOSS VAISHNAV COLLEGE

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Arumbakkam, Chennai – 106.

### Academic Audit Report

Name of the Department		Chemistry		
Year of Establishment		1964		
Department Timing		8.15AM -1.30PM		
Audit Panel Members' Name		Designation	Address	Contact Number/ email id
1.	Dr. P. Wilson	Associate Professor and Head	Department of Chemistry Madras Christian College Tambaram, Chennai	Cell No: 98414 26693 Email: catwils@gmail.com
2.	Dr. R.M. Ezhilarasi	Associate Professor & Head-In-charge,	Department of Chemistry Gurunanak College, Chennai.	Cell No: 94441 20232 Email: ezhilararchana@gmail.com
3.	Dr. V. Sayi Satyavathi	Associate Professor	Department of Chemistry Anna Adharsh College Chennai	Cell No: 94448 02274 vssathya2000@yahoo.com
Date of Audit		01-02-2019		

**PRINCIPAL**

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Vaishnav College  
Arumbakkam, Chennai - 600106.

Particulars		Observation	Remarks / Suggestions by the panel
<u>Courses Offered</u>	Strength		
B.Sc	155	Established strength	-----
M.Sc.	51	Established strength	-----
M.Phil.	0	-----	
Ph.D.	11	Established strength	-----
<u>Result of the last External Exam</u>			
Courses offered	Pass %		
B.Sc	66.67	Reasonably good	There is a Scope for improvement
M.Sc.	54.17	Reasonably good	There is a Scope for improvement
M.Phil.	87.5	Good	-----
Ph.D.	-		
Annual Curricular Plan		Curriculum planning is reasonably good.	Co-Curricular activities need to be encouraged
Attendance		Registers are evidently maintained	
Coverage of Syllabus		Syllabus is covered properly.	However, it is suggested that a space for constructing knowledge through self-learning to be offered through facilitated teaching.

Conduct of Classes		Students realize that classes to be over by 3 pm and they should have some breathing time for travel back home and preparation for the exams
Use of supplementary teaching tools and application of ICT	ICT is practised	Students expressed their inclination to learn Group theory through models.
Student Centric Activities	Internships are encouraged	Mini projects, industrial visits, participatory learning need to be further encouraged
Student seminars	Seminars are conducted regularly	Seminar topics need to be assigned from outside the syllabus content but to complement the syllabus.
Remedial Coaching	Remedial coaching practiced	Need to be contextualized
Student Assignment	Common assignments are in practice	Common assignment to students to be avoided so that creativity can flow
Student Feedback (Analysis done or not)	Done regularly	
Conduct of Internal Examinations	A systematic and conventional pattern is followed	It is suggested that learning outcomes are also measured using non-conventional methods of evaluation.

Maintenance of Marks, Register/File	A good practice of maintaining mark register is followed					
Library	Department Library functions well	Number of copies of text books to be increased.				
Laboratories	Good laboratory practices followed					
e-Class Rooms	Not evident					
Computer & Internet	Department has internet facility					
Sanitation	Reasonably established					
Drinking Water Facilities	Drinking water facilities are available	Need better infrastructure				
<b>Faculty Details</b>	Note: A brief CV of each faculty member may be attached, specifying details of honours, achievements, recognitions, publications, workshops, seminar participation, research experience, projects undertaken etc., as an annexure					
Sl. No.	Name	Designation	Qualification	Experience (years)		Perm./Temp./guest / Contract/visiting etc
				Total	In the college	
1	Dr. K. Premalatha	Associate	M.Sc., M.Phil., Ph.D	28	19	Permanent



		Professor & Head				
2	Dr. R. Kumaran	Assistant Professor	M.Sc., M.Phil., Ph.D	14.5	11	Permanent
3	Dr. L. Sowbagya Lakshmi Prabha	Assistant Professor	M.Sc., M.Phil., B.Ed., Ph.D.	18.5	18.5	Permanent
4	Mr. A. Gopalakrishnan	Assistant Professor	M.Sc., M.Phil., NET	14.5	11.5	Permanent
5	Dr. T. Augustine Arul Prasad	Assistant Professor	M.Sc., Ph.D	13	10	Permanent
6	Dr. M. Vanjinathan	Assistant Professor	M.Sc., M.Phil., Ph.D	9	9	Permanent
7	Dr. R. Vasanthi	Assistant Professor	M.Sc., Ph.D	12	10	Permanent
8	Mr. V. Rajagopalan	Assistant Professor	M.Sc., M.Phil., SET	13	13	Permanent
9	Dr. R. Mythili	Assistant Professor	M.Sc., M.Phil., Ph.D	9	9	Temporary
10	Mr. A. Naveen Kumar	Assistant Professor	M.Sc., M.Phil., NET	9	9	Temporary
11	Dr. A. Vijayaraj	Assistant Professor	M.Sc., Ph.D	5	5	Temporary
12	Dr. A. Naresh Raj	Assistant Professor	M.Sc., M.Phil., Ph.D	8.5	4.5	Temporary
13	Mr. V. Muthiaya	Assistant Professor	M.Sc., M.Phil., SET	4.5	4.5	Temporary
14	Dr. V. Shyamala Devi	Assistant	M.Sc., M.Phil., Ph.D	4.3	3.5	Temporary

		Professor				
15	Ms. N. Lakshmi Kruthika	Assistant Professor	M.Sc., M.Phil., NET	6	2.5	Temporary
16	Ms. K. Kavitha	Assistant Professor	M.Sc., M.Phil., NET	4	2	Temporary

## Research Guidance

Sl.No.	Faculty Name (Recognised Guides)	M.Phil. (Awarded/ submitted) - Nos.	Ph.D.( Awarded/ submitted)- Nos.	M.Phil. (Ongoing) - Nos.	Ph.D.(Ongoing) - Nos.
1	Dr. K. Premalatha	12	-		
2	Dr. R. Kumaran	3	-		5
3	Dr. L. Sowbagya Lakshmi Prabha	2		1	
4	Mr. A. Gopalakrishnan	2			
5	Dr. T. Augustine Arul Prasad	2	-		5
6	Dr. M. Vanjinathan	2	-		1
7	Dr. R. Vasanthi	-		1	

Number of Research Projects Completed/ ongoing (Give details as an annexure)	Completed= 01/ ongoing= 01
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Any other Detail as deemed fit.

1. Special Lecture by **Dr. Neppolian, Professor, SRM**, on 'TiO<sub>2</sub> as a green Photocatalyst' for the inauguration of the chemical society.
2. Invited talk by **Dr. Edamana Prasad, Professor, IITM** on Entropy.
3. Motivational talk by **U.P. Senthilkumar, Senior. V.P. R&D Orchid Pharma Ltd.** on Intradepartmental cultural programme-'Chem Battle'
4. CSIR-JRF-NET workshop for two days.
5. Industrial visit to IGCAR-Kalpakkam.
6. Placements from Syngene-Biocon, Nuray Chemicals Pvt. Ltd. and Domex e-Data Pvt. Ltd.
7. Presentation by **Dr. P. Selvam, Professor, IITM** on Catalysis and Green Synthesis for

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## PRINCIPAL

Dr. KRASADAN GOSWAMI, a  
Vaishnav College  
Arumbakkam, Chennai - 600106.

intercollegiate cultural programme.

8. UG and PG students enrolled for "MOOC-(SWAYAM)" Online courses.
9. Conducted Parent Teachers Meeting for both UG and PG students.
10. Certificate course on "Experiments Relevant to Industry" and "Computational Chemistry" for UG and PG students respectively.

Please rate the quality of the academic program by placing a checkmark in the appropriate box to indicate whether the criterion is not applicable (N/A), not evident, emerging, established, or highly developed.


If a particular criterion is inappropriate or not applicable to the program under review, the item will be marked NA.

Not Evident – the criterion statement was not addressed by the program in either its self-study report or appendices. Furthermore, questions about this criterion asked by the Academic Auditor Team at its site visit did not elicit responses that demonstrated that the criterion has been addressed or that a planning process is in place to address the criterion.

Emerging – the program has acknowledged the criterion statement as an area that has only recently been formally addressed. The program may have presented a planning process that it has put in place to address this criterion. It may have formulated initial plans to address this criterion but not have implemented the plan. Or, it may be that plans and processes are in place to address this criterion, but that these are in the initial stages of implementation.

Established – the program demonstrates that its plans, activities and assessments of the criterion are in place in an appropriate, reasonable and well-organized manner. Program faculty, and where applicable students and other stakeholders, are aware of and participate in continuous improvement processes related to the criterion.

Highly Developed – the program thoroughly exhibits that its plans, activities and assessments of the criterion are fully articulated and richly incorporated into the culture of the program including the active engagement of all faculty (full and part-time) as well as students and other stakeholders as pertinent to the criterion. Furthermore, the program shows how it uses the results of assessments regarding the criterion for ongoing improvement of performance in that criterion.

1. Learning		N/A	Outcomes Not Evident	Emerging	Established	Highly Developed
1.1	The faculty has identified program learning outcomes that are current, measurable and based upon appropriate processes and evidence regarding the requirements of the discipline.				✓ 	

1.2	The faculty has identified student learning outcomes in its core coursework that are clear, measurable and based on an appropriate process to identify what students need to master in each course.				√	
1.3	The faculty has an appropriate process for evaluating program and course-level learning outcomes on a regular basis taking into account best practices, stakeholder feedback and appropriate benchmarks in the field.				√	
<b>2. Curriculum and Co-Curriculum</b>		<b>N/A</b>	<b>Outcomes Not Evident</b>	<b>Emerging</b>	<b>Established</b>	<b>Highly Developed</b>
2.1	The faculty collaborates regularly and effectively on the design of curriculum and planned improvements.				√	
2.2	The faculty regularly analyzes the content and sequencing of courses as applicable in terms of achieving program learning outcomes.			√		
2.3	The faculty regularly reviews the curriculum based on appropriate evidence including comparison with best practices where appropriate.			√		
2.4	The program regularly incorporates appropriate complementary co-curricular activities and programs to supplement and support student learning			√		
<b>3. Teaching and Learning</b>		<b>N/A</b>	<b>Outcomes Not Evident</b>	<b>Emerging</b>	<b>Established</b>	<b>Highly Developed</b>
3.1	The faculty regularly and effectively collaborates in designing, developing and delivering teaching methods that improve student learning throughout the program.				√	
3.2	The faculty promotes the effective use of instructional materials and teaching tools, including technology as appropriate, for achieving student mastery of learning objectives.				√	
3.3	The program regularly evaluates the effectiveness of teaching methods and the appropriateness of instructional materials.				√	
3.4	The faculty analyze evaluation results on a regular basis and modify teaching methods to improve student learning.				√	
3.5	The faculty engages in regular professional development that enhances its teaching, scholarship and practice.				√	
3.6	The program monitors student persistence and success in its courses and program and uses that data to inform improvements in the program and to optimize student success.			√		
<b>4. Student Learning Assessment</b>		<b>N/A</b>	<b>Outcomes</b>	<b>Emerging</b>	<b>Established</b>	<b>Highly Developed</b>

  
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**Dwaraka Doss Goverdhan Doss**  
**Vaishnav College**  
**Arumbakkam, Chennai - 600106.**

		Not Evident			Developed
4.1	The faculty uses indicators of student learning success that are aligned with program and student learning outcomes.			✓	
4.2	The faculty assesses student learning at multiple points throughout the program using a variety of assessment methods appropriate to the outcomes being assessed.		✓		
4.3	The program regularly implements continuous quality improvements based upon the results of its student learning assessments.		✓		
<b>5. Follow-up of Previous Audit</b>		<b>N/A</b>	<b>Outcomes Not Evident</b>	<b>Emerging</b>	<b>Established</b>
5.1	There is documented evidence that the program has implemented the plans for its initiatives for improvement cited by the faculty in the previous self-study report including any changes to those initiatives for improvement.		✓		
5.2	There is documented evidence that recommendations made by the Academic Auditor Team have been considered and, when feasible and appropriate, implemented and tracked.		✓		


#### Signatures


#### 1. Dr. P. Wilson

Associate Professor and Head Department of Chemistry

Madras Christian College

Tambaram, Chennai

  
**Dr. P. WILSON**, M.Sc., B.Ed., B.C.S., Ph.D.,  
The Head  
Department of Chemistry  
Madras Christian College  
Tambaram, Chennai-600 059.

  
**PRINCIPAL**  
**Dwaraka Doss Goverdhan Doss**  
**Vaishnav College**  
**Arumbakkam, Chennai - 600106.**

2. **Dr. R.M. Ezhilarasi**

Associate Professor & Head-In-charge

Department of Chemistry

Gurunanak College, Chennai

*R.M. Ezhilarasi*

R.M. EZHILARASI M.Sc. M.Phil. Ph.D.  
Associate Professor  
Department of Chemistry  
Gurunanak College  
Chennai - 600 042

3. **Dr. V. Sayi Satyavathi** Associate Professor

Department of Chemistry

Anna Adharsh College

Chennai

*V-Sayi Satyavathi*



*Dwaraka Doss*

**PRINCIPAL**  
**Dwaraka Doss Goverdhan Doss**  
**Vaishnav College**  
**Arumbakkam, Chennai - 600106.**





**DWARAKA DOSS GOVERDHAN DOSS VAISHNAV COLLEGE**  
(Autonomous, Linguistic Minority Institution, College with Potential for Excellence}  
Arumbakkam, Chennai – 106.

**Academic Audit Report**

Name of the Department		BIOCHEMISTRY		
Year of Establishment		1995		
Department Timing		12 noon to 4.30 Pm		
Audit Panel Members' Name		Designation	Address	Contact Number/ email id
1.	Dr. Victoria Salomi	Head, Department of Biochemistry,	Dr.M.G.R.Janaki College for Women, Raja Annamalai Puram, Chennai 600028	victoria.salomi@gmail.com
2.	Dr. Asheeba	Head, Department of Biochemistry,	Aasan Memorial College of Arts and Science College, Bharathiar salai, Velachery – Tambaram Road, Chennai-100.	asheebast@yahoo.co.in
3.	Ms. S. Mangai	Associate Professor & Head Department of Biochemistry	Bhaktavatsalam Memorial College for Women college Address: 31, 14, Street Number 31, Periyar Nagar, Korattur, Chennai, Tamil Nadu 600080	9840670118
Date of Audit		11 <sup>th</sup> February 2019		

Particulars		Observation	Remarks / Suggestions by the panel
<u>Courses Offered</u>	Strength		
B.Sc	51+47+47= 145	Good strength	
M.Sc	26+15=41		
M.Phil	01	Need to improve.	
TOTAL	187		
<u>Result of the last External Exam</u>			
Courses offered	Pass %		
B.Sc (I year)	73.47		
B.Sc (II year)	58.70	Need to improve.	Remedial Classes to be done per di.
B.Sc (III year)	61.70		
M.Sc (I year)	60.00		
M.Sc (II year)	78.57		
Annual Curricular Plan		Good.	
<b>Attendance</b> Online attendance is maintained by the college and the attendance is entered on hourly basis by the concerned faculty. Also a separate attendance register for individual class is maintained		Good initiative. To be appreciated.	
<b>Coverage of Syllabus</b> A new syllabus has been framed w.e.f 2018 batch		Yes.	
<b>Teaching Diary and Teaching Notes</b> No of Teaching staff including contract/Guest/PT: No Teachers submitted: No Teachers Not submitted with details:		10+1 = 11 All have submitted.	

Conduct of Classes Black board and Power point presentation	Yes.	
Use of supplementary teaching tools and application of ICT <ul style="list-style-type: none"> <li>Using OHP, LCD and projector</li> <li>e-teaching &amp; e-Learning using open source tools</li> <li>Internet for conducting online assessments through quiz etc</li> </ul>	- Yes, regularly - Subjectwise e-notes are prepared along with Ques. bank by the respective staff and circulated among the students - The software for quizzes uploaded in the dept. website.	
Student Centric Activities ENCLOSED	NPTL, SWAYAM - Highly appreciated.	UG Students should be instructed to undergo internship training during the 11 year Summer vacation
Student seminars PG Students are given weekly seminar with a relevant topic related to the subject/Dissertation	Followed as per the Internal Assessment rules.	
Remedial Coaching A special coaching is given for the students who are academically weak in the subjects apart from college timings	Followed according to the need of the students.	Based on the semester results, remedial class register can be maintained.
Student Assignment Both Ug and Pg students are given assignments for all the subjects and marks are awarded individually under the head "Seminar and assignments" for Continuous internal assessment (internal Marks)	Yes. Based on the syllabus.	
Student Feedback (Analysis done or not) Student feed back analysis is done and the same has been enclosed:	Yes.	

<b>Conduct of Internal Examinations</b> <ul style="list-style-type: none"> <li>Three Continuous internal assessment tests for 50 marks are being conducted for 1.5 hrs monthly</li> <li>A model examination is conducted before the semester examination for 100 marks and the performance of the students in the exam are monitored. The marks are being entered and added to the internal marks (CIA)</li> </ul>	Done.	
<b>Maintenance of Marks, Register/File</b> A separate mark register is maintained by the concerned faculty incharge handling the subject	Yes, Documented.	
<b>Library</b> Department maintains a separate library covering books in all subjects of biochemistry both for UG and PG students for students and staffs	Yes.	The books should be given separate dept. accession number and arranged according to the subject.
<b>Laboratories</b> <ol style="list-style-type: none"> <li>1. B.Sc Biochemistry Lab</li> <li>2. M.Sc Biochemistry Lab</li> <li>3. Allied Microbiology Lab</li> <li>4. Computational Biochemistry Lab</li> <li>5. MSc/M.Phil Project Lab</li> <li>6. Instrumentation lab</li> </ol>	Good infrastructure.	
<b>e-Class Rooms</b> Provision is given in selected class rooms	Yes.	LCD has to be fixed in a separate classroom.

<b>Computer &amp; Internet</b> 11 computers are maintained in a separate room. Students are allowed to use systems for bioinformatics classes, project dissertation typing /Paper writing as well as for their seminar		Yes .				
<b>Sanitation</b> A proper sanitation is maintained by Housekeeping workers. They clean the staff and student rest rooms on daily basis		Yes .				
<b>Drinking Water Facilities</b> Two Reverse osmosis drinking water facility for the students as well as staff are being maintained in our block.		Yes .				
<b>Faculty Details</b>		Note: A brief CV of each faculty member may be attached, specifying details of honours, achievements, recognitions, publications, workshops, seminar participation, research experience, projects undertaken etc,. as an annexure				
Sl. No.	Name	Designation	Qualification	Experience (years)		Perm./Temp./guest/ Contract/visiting etc
				Total	In the college	
1	Dr.P.T.Srinivasan	Head	M.Sc.,Ph.D.,M.A.(P&R)., M.Sc.(B.I) M.A (T) SLET.	22	13	Permanent
2	Dr.R. Uma	Assistant Professor	M.Sc., M.Phil., SLET., M.Sc.(B.I). Ph.D.,	20	20	Permanent
3	Dr. D. Saravanan	Assistant Professor	M.Sc., M.Phil., B.Ed. Ph.D.,	20	19	Permanent
4	Mrs.M. Kavitha.	Assistant Professor	M.Sc., M.Phil., B.Ed., SLET., NET.	16		Permanent
5	Mrs.Sangeetha Sathyanarayan	Assistant Professor	M.Sc., M.Phil., M.Sc.(Psy.), SET	18		Permanent



6	Mrs. K. Nagalakshmi	Assistant Professor	M.Sc., M.Phil., SLET., NET.	20	11	Permanent
7	Mrs. S. Vaidehi	Assistant Professor	M.Sc., M.Phil., M.Sc.(B.I), SET	11	11	Permanent
8	Dr.G.Sriram Prasath	Assistant Professor	M.Sc., Ph.D., NET	04	04	Permanent
9	Dr.D.Jayakumar	Assistant Professor	M.Sc., Ph.D., SET	04	04	Permanent
10	Mrs. M.Maria Caroline Rebellow	Assistant Professor	M.Sc., M.Phil., NET	02	02	Permanent
11.	Dr. P. Indhumathy	Assistant Professor	M.Sc.,M.Phil., Ph.D.,	10	10	Permanent
12.	Ms. Kiran Sharma	Assistant Professor	M.Sc.,M.Phil.,	-	-	-

#### Research Guidance

Sl.No.	Faculty Name (Recognised Guides)	M.Phil. (Awarded/ submitted) - Nos.	Ph.D.( Awarded/ submitted)- Nos.	M.Phil. (Ongoing) - Nos.	Ph.D.(Ongoing) - Nos.
1	Dr.R. Uma	02	-	-	-
2	Mrs.M. Kavitha	01	-	-	-
3	Mrs. K. Nagalakshmi	-	-	01	-

Number of Research Projects Completed/ ongoing : Enclosed

Any other Detail as deemed fit: Complete details of the department can be accessed from department website at <http://dgvcbiochemistry.webs.com>. To exchange latest information on the subject and to create a healthy conversation on various research areas in biochemistry a face book group called "BIOCHEMICIANS" has been created. Currently there are 498 members in it.

Students are encouraged to

1. Participate in online certificate courses conducted by NPTE;, SWAYAM. They are awarded two credits production of the certificate from the competent authority
2. Take part in workshop/internship of 1 week-2 months duration in industries and research institutions
3. Department maintains a separate website for documenting various activities. It was built and maintained by the Head
4. Staffs are encouraged to present Research Papers in various conferences.



# 5. Participate in workshop for updating themselves in selected areas

Please rate the quality of the academic program by placing a checkmark in the appropriate box to indicate whether the criterion is not applicable (N/A), not evident, emerging, established, or highly developed.

If a particular criterion is inappropriate or not applicable to the program under review, the item will be marked NA.

Not Evident – the criterion statement was not addressed by the program in either its self-study report or appendices. Furthermore, questions about this criterion asked by the Academic Auditor Team at its site visit did not elicit responses that demonstrated that the criterion has been addressed or that a planning process is in place to address the criterion.

Emerging – the program has acknowledged the criterion statement as an area that has only recently been formally addressed. The program may have presented a planning process that it has put in place to address this criterion. It may have formulated initial plans to address this criterion but not have implemented the plan. Or, it may be that plans and processes are in place to address this criterion, but that these are in the initial stages of implementation.

Established – the program demonstrates that its plans, activities and assessments of the criterion are in place in an appropriate, reasonable and well-organized manner. Program faculty, and where applicable students and other stakeholders, are aware of and participate in continuous improvement processes related to the criterion.

Highly Developed – the program thoroughly exhibits that its plans, activities and assessments of the criterion are fully articulated and richly incorporated into the culture of the program including the active engagement of all faculty (full and part-time) as well as students and other stakeholders as pertinent to the criterion. Furthermore, the program shows how it uses the results of assessments regarding the criterion for ongoing improvement of performance in that criterion.

		N/A	Outcomes Not Evident	Emergin g	Establishe d	Highly Developed
1. Learning						
1.1	The faculty has identified program learning outcomes that are current, measurable and based upon appropriate processes and evidence regarding the requirements of the discipline.					✓
1.2	The faculty has identified student learning outcomes in its core coursework that are clear, measurable and based on an appropriate process to identify what students need to master in each course.				✓	
1.3	The faculty has an appropriate process for evaluating program and course-level learning outcomes on a regular basis taking into account best practices, stakeholder feedback and appropriate benchmarks in				✓	

	the field.					
	<b>2. Curriculum and Co-Curriculum</b>	<b>N/A</b>	<b>Outcomes Not Evident</b>	<b>Emergin g</b>	<b>Establishe d</b>	<b>Highly Developed</b>
2.1	The faculty collaborates regularly and effectively on the design of curriculum and planned improvements.					✓
2.2	The faculty regularly analyzes the content and sequencing of courses as applicable in terms of achieving program learning outcomes.				✓	
2.3	The faculty regularly reviews the curriculum based on appropriate evidence including comparison with best practices where appropriate.					✓
2.4	The program regularly incorporates appropriate complementary co-curricular activities and programs to supplement and support student learning				✓	
	<b>3. Teaching and Learning</b>	<b>N/A</b>	<b>Outcomes Not Evident</b>	<b>Emergin g</b>	<b>Establishe d</b>	<b>Highly Developed</b>
3.1	The faculty regularly and effectively collaborates in designing, developing and delivering teaching methods that improve student learning throughout the program.					✓
3.2	The faculty promotes the effective use of instructional materials and teaching tools, including technology as appropriate; for achieving student mastery of learning objectives.					✓
3.3	The program regularly evaluates the effectiveness of teaching methods and the appropriateness of instructional materials.					✓
3.4	The faculty analyze evaluation results on a regular basis and modify teaching methods to improve student learning.				✓	
3.5	The faculty engages in regular professional development that enhances its teaching, scholarship and practice.				✓	
3.6	The program monitors student persistence and success in its courses and program and uses that data to inform improvements in the program and to optimize student success.					✓

4. Student Learning Assessment		N/A	Outcomes Not Evident	Emergin g	Establishe d	Highly Developed
4.1	The faculty uses indicators of student learning success that are aligned with program and student learning outcomes.				✓	
4.2	The faculty assesses student learning at multiple points throughout the program using a variety of assessment methods appropriate to the outcomes being assessed.					✓
4.3	The program regularly implements continuous quality improvements based upon the results of its student learning assessments.				✓	
5. Follow-up of Previous Audit		N/A	Outcomes Not Evident	Emergin g	Establishe d	Highly Developed
5.1	There is documented evidence that the program has implemented the plans for its initiatives for improvement cited by the faculty in the previous self-study report including any changes to those initiatives for improvement.					✓
5.2	There is documented evidence that recommendations made by the Academic Auditor Team have been considered and, when feasible and appropriate, implemented and tracked.					✓

Signatures

1. *Victoria*  
11/2/19  
(M. VICTORIA SALOMI)
2. *Dr. S.T. ASHEERBA*  
11/2/19
3. *S. N. MANGAI*  
11.2.2019.  
(S. MANGAI)

*Dwaraka Doss*

**PRINCIPAL**

Dwaraka Doss Goverdhan Doss  
Vaishnav College  
Arumbakkam, Chennai - 600106.





DWARAKA DOSS GOVERDHAN DOSS VAISHNAV COLLEGE

(Autonomous, Linguistic Minority Institution, College with Potential for Excellence)  
Arumbakkam, Chennai – 106.

### Academic Audit Report

Name of the Department		Biotechnology		
Year of Establishment		M.Sc., Biotechnology - 2001 B.Sc., Biotechnology - 2006		
Department Timing		12.00pm to 4.30pm		
Audit Panel Members' Name		Designation	Address	Contact Number/ email id
1.	Dr. K. Sowparthani,	Assistant professor and Head,	Department of Biotechnology, Valliammal College for women, Anna Nagar East, Chennai-102.	Ph.No- 79049 35871. Mail Id- <a href="mailto:sowpavenkat@gmail.com">sowpavenkat@gmail.com</a>
2.	Dr. Selvamangai,	Assistant professor and Head,	Department of Biotechnology, Alpha Arts & Science College, Porur, Chennai.	Ph.No- 91766 82218. Mail Id- <a href="mailto:christyselvamangai@gmail.com">christyselvamangai@gmail.com</a>
3.	Mrs. Nasreen,	Associate Professor	Department of Biotechnology, Mohammed Sathak College Arts & Science, Sholinganallur, Chennai.	Ph.No- 99415 30747. Mail Id- <a href="mailto:biotechnasreen@gmail.com">biotechnasreen@gmail.com</a>
Date of Audit		14.02.2019		

  
**PRINCIPAL**  
Dwaraka Doss Goverdhan Doss  
Vaishnav College  
Arumbakkam, Chennai - 600106.

Particulars		Observation	Remarks / Suggestions by the panel
<u>Courses Offered</u>	Strength		
I B.Sc., Biotechnology	35		
II B.Sc., Biotechnology	33		
III B.Sc., Biotechnology	29		
I M.Sc., Biotechnology	15		
II M.Sc., Biotechnology	20		
Total	132		
<u>Result of the last External Exam</u>			
Courses offered	Pass %		
I B.Sc., Biotechnology	77.14%		
II B.Sc., Biotechnology	75.76%		
III B.Sc., Biotechnology	100		
I M.Sc., Biotechnology	86.67%		
II M.Sc., Biotechnology	75%		
Enclosed as Annexure 1			
Annual Curricular Plan Enclosed as Annexure 2		Clear formatting is not available.	Centralised format can be circulated.
<b>Attendance</b> Attendance Register is maintained for all the classes in the Department, similarly hour attendance is updated on daily basis by the class in charges in the Online attendance database which is governed by the college. Enclosed as Annexure 3.		Attendance is maintained properly.	- 



<b>Coverage of Syllabus</b> The syllabus is covered by the subject in charges before the conduct of model examination and in case of shortage of hours to complete the syllabus the faculty will arrange the special class to finish the same.	Yes	Proof has to be maintained.
<b>Teaching Diary and Teaching Notes</b> No of Teaching staff including contract/ Guest/PT: No Teachers submitted: No Teachers Not submitted with details: Enclosed as Annexure 4.	Yes	-
Conduct of Classes		
Use of supplementary teaching tools and application of ICT <ul style="list-style-type: none"> <li>Use of LCD projectors in Bioinformatics lab for e-teaching.</li> </ul>	Yes	-
Student Centric Activities Enclosed as Annexure 5		
Student seminars <ul style="list-style-type: none"> <li>Students are encouraged to do seminars in the classes with relevant topic related to the subject.</li> <li>PG and UG students who presented their papers and posters in the National/International conferences are encouraged to present their papers to all the students in the Department which is</li> </ul>	Yes	-



periodically organized by Technosaviour Club. Enclosed as Annexure 6.		
Remedial Coaching <ul style="list-style-type: none"> <li>Special care and counselling is given for students who are academically weak.</li> </ul>	Not Available	Remedial coaching Attendance / Timetable
Student Assignment Assignments are given to students in every subject and marks are awarded individually, which is later included for their Internal marks. Enclosed as Annexure 6.	Yes- For certain classes. It was not available.	-
Student Feedback (Analysis done or not) Student Feedback (Analysis done or not) Students feedback is done and the same is Enclosed as Annexure 7.	Available	-
Conduct of Internal Examinations <ul style="list-style-type: none"> <li>For every semester Continuous internal assessments are conducted for 50 marks and the cumulative score will be included for their internal marks.</li> <li>Model examination is conducted for all the classes before the semester examination for 100 marks and the marks obtained in the exam will be included for their internal marks.</li> </ul>	Yes	-
Maintenance of Marks, Register/File Students CIA examination marks and model examination marks are maintained in the Department. Enclosed as Annexure 8.		-

<b>Library</b> Department maintains a separate library that holds 1170 books and 455 Journals. Students consistently access the library for references and library register is also maintained for accountability of the books. Enclosed as Annexure 9.	Available	
<b>Laboratories</b> 1. UG laboratory 2. PG laboratory 3. Instrumentation Room 4. Bioinformatics Lab 5. Animal Tissue Culture Lab 6. Plant Tissue Culture Lab Enclosed as Annexure 10.		
<b>e-Class Rooms</b> Nil		
<b>Computer &amp; Internet</b> <ul style="list-style-type: none"> <li>Computer lab is available, Internet accessibility in 2 computers in HOD room.</li> </ul>	Yes	
<b>Sanitation</b> A hygienic sanitation for students and staff is maintained by Housekeeping workers. They clean the restrooms on daily basis.	Yes	
<b>Drinking Water Facilities</b> Each floor in the Department has reverse osmosis drinking water facility.	Yes	




Faculty Details		Note: A brief CV of each faculty member may be attached, specifying details of honours, achievements, recognitions, publications, workshops, seminar participation, research experience, projects undertaken etc., as an Annexure 11.				
Sl. No.	Name	Designation	Qualification	Experience (years)		Perm./Temp./ guest/ Contract/ visiting etc
				Total	In the college	
1	Dr. R. Uma	Head In-Charge	M.Sc., M.Phil., SLET, M.Sc(BI), Ph.D.,	20 years 3 months	20 years 3 months	Permanent
2	Dr. P. Muthupriya	Assistant Professor	M.Sc., M.Phil., Ph.D.,	11 years	10 years	Permanent
3	Mrs. S. Meenakshi Kannan	Assistant Professor	M.Sc., M.Phil., SET	18 years 8 months	10years 8 months	Permanent
4	Dr. R. Sumathy	Assistant Professor	M.Sc., M.Phil., Ph.D.,	13 years 8 months	10 years 8 months	Permanent
5	Mrs. T. Yuvarani	Assistant Professor	M.Sc., M.Phil., M.Sc(Yoga),	9 years	9 years	Temporary
6	Mrs. S. Mahitha	Assistant Professor	M.Sc., M.Phil., SET, PGDBI	7 years 7 months	5 years and 7 months	Permanent
7	Dr. M.D. Balakumaran	Assistant Professor	M.Sc., M.Phil., Ph.D., SET	4 years 5 months	2 years 7 months	Permanent
8	Dr. K. M. Sucharitha	Assistant Professor	M.Sc., M.Phil., PGDBI, Ph.D., SET	11 years 2 months	3 years 8 months	Permanent
9	Ms. K. Nithya	Assistant Professor	M.Sc., M.Phil.,		1 month	Temporary
Research Guidance						
Sl.No.	Faculty Name (Recognised Guides)	M.Phil. (Awarded/ submitted) - Nos.	Ph.D.( Awarded/ submitted) - Nos.	M.Phil. (Ongoing) - Nos.	Ph.D.(Ongoing) - Nos.	

Number of Research Projects Completed/ ongoing (Give details as an annexure)						Nil	
<p>Any other Detail as deemed fit.</p> <p>Please rate the quality of the academic program by placing a checkmark in the appropriate box to indicate whether the criterion is not applicable (N/A), not evident, emerging, established, or highly developed.</p> <p>If a particular criterion is inappropriate or not applicable to the program under review, the item will be marked NA.</p> <p><u>Not Evident</u> – the criterion statement was not addressed by the program in either its self-study report or appendices. Furthermore, questions about this criterion asked by the Academic Auditor Team at its site visit did not elicit responses that demonstrated that the criterion has been addressed or that a planning process is in place to address the criterion.</p> <p><u>Emerging</u> – the program has acknowledged the criterion statement as an area that has only recently been formally addressed. The program may have presented a planning process that it has put in place to address this criterion. It may have formulated initial plans to address this criterion but not have implemented the plan. Or, it may be that plans and processes are in place to address this criterion, but that these are in the initial stages of implementation.</p> <p><u>Established</u> – the program demonstrates that its plans, activities and assessments of the criterion are in place in an appropriate, reasonable and well-organized manner. Program faculty, and where applicable students and other stakeholders, are aware of and participate in continuous improvement processes related to the criterion.</p> <p><u>Highly Developed</u> – the program thoroughly exhibits that its plans, activities and assessments of the criterion are fully articulated and richly incorporated into the culture of the program including the active engagement of all faculty (full and part-time) as well as students and other stakeholders as pertinent to the criterion. Furthermore, the program shows how it uses the results of assessments regarding the criterion for ongoing improvement of performance in that criterion.</p>							
1. Learning		N/A	Outcomes Not Evident	Emerging	Established	Highly Developed	
1.1	The faculty has identified program learning outcomes that are current, measurable and based upon appropriate processes and evidence regarding the requirements of the discipline.				✓		
1.2	The faculty has identified student learning outcomes in its core coursework that are clear, measurable and based on an appropriate process to identify				✓		

	what students need to master in each course.					
1.3	The faculty has an appropriate process for evaluating program and course-level learning outcomes on a regular basis taking into account best practices, stakeholder feedback and appropriate benchmarks in the field.				✓	
<b>2. Curriculum and Co-Curriculum</b>		<b>N/A</b>	<b>Outcomes Not Evident</b>	<b>Emerging</b>	<b>Established</b>	<b>Highly Developed</b>
2.1	The faculty collaborates regularly and effectively on the design of curriculum and planned improvements.			✓		
2.2	The faculty regularly analyzes the content and sequencing of courses as applicable in terms of achieving program learning outcomes.				✓	
2.3	The faculty regularly reviews the curriculum based on appropriate evidence including comparison with best practices where appropriate.			✓		
2.4	The program regularly incorporates appropriate complementary co-curricular activities and programs to supplement and support student learning			✓		
<b>3. Teaching and Learning</b>		<b>N/A</b>	<b>Outcomes Not Evident</b>	<b>Emerging</b>	<b>Established</b>	<b>Highly Developed</b>
3.1	The faculty regularly and effectively collaborates in designing, developing and delivering teaching methods that improve student learning throughout the program.			✓		
3.2	The faculty promotes the effective use of instructional materials and teaching tools, including technology as appropriate, for achieving student mastery of learning objectives.				✓	
3.3	The program regularly evaluates the effectiveness of teaching methods and the appropriateness of instructional materials.					✓
3.4	The faculty analyze evaluation results on a regular basis and modify teaching methods to improve student learning.					✓
3.5	The faculty engages in regular professional development that enhances its teaching, scholarship and practice.				✓	
3.6	The program monitors student persistence and success in its courses and program and uses that data to inform improvements in the program and to optimize student success.				✓	
<b>4. Student Learning Assessment</b>		<b>N/A</b>	<b>Outcomes Not Evident</b>	<b>Emerging</b>	<b>Established</b>	<b>Highly Developed</b>

4.1	The faculty uses indicators of student learning success that are aligned with program and student learning outcomes.					Yes ✓
4.2	The faculty assesses student learning at multiple points throughout the program using a variety of assessment methods appropriate to the outcomes being assessed.					Yes
4.3	The program regularly implements continuous quality improvements based upon the results of its student learning assessments.					Yes
<b>5. Follow-up of Previous Audit</b>		<b>N/A</b>	<b>Outcomes Not Evident</b>	<b>Emerging</b>	<b>Established</b>	<b>Highly Developed</b>
5.1	There is documented evidence that the program has implemented the plans for its initiatives for improvement cited by the faculty in the previous self-study report including any changes to those initiatives for improvement.					
5.2	There is documented evidence that recommendations made by the Academic Auditor Team have been considered and, when feasible and appropriate, implemented and tracked.					

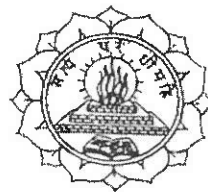
#### Signatures

1.  (DR. K. SOWPARTHANI)
2.  (DR. G. SESHAMANGAI).
3.  (MRS. NASREEN NAJEEB)



**PRINCIPAL**  
**Dwaraka Doss Goverdhan Doss**  
**Vaishnav College**  
**Arumbakkam, Chennai - 600106.**





## DWARAKA DOSS GOVERDHAN DOSS VAISHNAV COLLEGE

(Autonomous, Linguistic Minority Institution, College with Potential for Excellence)

Arumbakkam, Chennai – 106.

### Academic Audit Report

Name of the Department		B.Sc. - PLANT BIOLOGY & PLANT BIOTECHNOLOGY		
Year of Establishment		1975		
Department Timing		8.15 AM – 1.35 PM		
Audit Panel Members' Name		Designation	Address	Contact Number/ email id
1.	M. SHAREEF KHAN	Associate Professor	Head, Dept. of Botany The New College CHENNAI	944418 3344 SK 406@gmail.com
2.	DR. S. MURUGESAN	Associate Professor	Dept. of Botany Pachaiyappa's College CHENNAI	smurugesan@ gmail.com 8012528498
3.	DR. G. SAMPATH KUMAR	Assistant Professor	Head, Dept. of Botany DR. Ambedkar College CHENNAI	Sampathkumar@ yahoo.com 9940419630
Date of Audit		08-02-2019		


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Vaishnav College

Arumbakkam, Chennai - 600106.

Particulars		Observation	Remarks / Suggestions by the panel
Courses Offered	Strength		
B.Sc	I-YEAR = 47	Separate class rooms available for each year.	
Plant Biology	II-YEAR = 50		
& Plant Biotechnology	III-YEAR = 38		
	TOTAL = 135		
Result of the last External Exam			
Courses offered	Pass %		
I	I- 39%.		
	II- 41%.		
	III- 50%.		
Annual Curricular Plan		Scheduled Time Table followed for the prescribed syllabus	
Attendance		Attendance Registers maintained & On-line entry made everyday for each semester.	
Coverage of Syllabus		Syllabus covered as per time schedule every semester with special classes if necessary	
Teaching Diary and Teaching Notes			Teaching diary may be maintained
No of Teaching staff including contract/ Guest/PT:			
No Teachers submitted:		1+4 = 5	
No Teachers Not submitted with details:		—	

Conduct of Classes	Classes conducted as per timetable (T-3, P-2/Day)	
Use of supplementary teaching tools and application of ICT	Teaching Aids/Tools available for class room use	More teaching tools may be used. Smart class rooms may be started.
Student Centric Activities	Class room discussions/seminars, for theory & practical purposes. Botanical tour undertaken	Botanical tour mandatory & to be taken.
Student seminars	Student seminars conducted periodically every semester	
Remedial Coaching	Special classes conducted & class room tests conducted before semester exams.	
Student Assignment	Assignments received from students periodically.	
Student Feedback (Analysis done or not)	Feedback obtained from students of all the three years.	
Conduct of Internal Examinations	Class tests & CIA-Tests conducted twice every semester for internal assessment of students before main exam.	
Maintenance of Marks, Register/File	Registers maintained for marks of CIA-Test & results gallery for semester exam.	

Library	Department book bank, & General library books for Reference, available	
Laboratories	1 lab for major & 1 lab for Allied available	Light facilities & proper drainage facilities may be improved for the labs.
e-Class Rooms	Not available.	May be implemented.
Computer & Internet	Available in the Dept.	May be extended to the Students with more systems.
Sanitation	proper provisions made for the labs & college	May be improved
Drinking Water Facilities	R.D. System in Use	

#### Faculty Details

Note: A brief CV of each faculty member may be attached, specifying details of honours, achievements, recognitions, publications, workshops, seminar participation, research experience, projects undertaken etc., as an annexure

Sl. No.	Name	Designation	Qualification	Experience (years)		Perm./Temp./ guest/ Contract/ visiting etc
				Total	In the college	
1.	Dr. J. SELVARAJU	Asso-Prof & Head	M.Sc., M.Phil., Ph.D	34	33	Permanent
2.	Dr. R. MURALIDHARAN	Asst-Professor	M.Sc., M.Phil., Ph.D	20	20	Permanent
3.	Dr. R. RAJARAJAN	Asst-Professor	M.Sc., M.Phil., Ph.D	13	09	Permanent
4.	Dr. P. KETHUMALAI (RDO)	Asst-Professor	M.Sc., M.Phil., Ph.D	11	11	Temporary

5.	Mr M. VALANTH	Asst. Professors	M.Sc, M.Phil, SLET	05	05	Permanent

#### Research Guidance

Sl.No.	Faculty Name (Recognised Guides)	M.Phil. (Awarded/ submitted) - Nos.	Ph.D.( Awarded/ submitted) - Nos.	M.Phil. (Ongoing) - Nos.	Ph.D.(Ongoing) - Nos.
1	Dr. J. SELVARAJU	—	—	—	1

Number of Research Projects Completed/ ongoing (Give details as an annexure)

Any other Detail as deemed fit.

NIL



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Arumbakkam, Chennai - 600106.



Please rate the quality of the academic program by placing a checkmark in the appropriate box to indicate whether the criterion is not applicable (N/A), not evident, emerging, established, or highly developed.


If a particular criterion is inappropriate or not applicable to the program under review, the item will be marked NA.

Not Evident – the criterion statement was not addressed by the program in either its self-study report or appendices. Furthermore, questions about this criterion asked by the Academic Auditor Team at its site visit did not elicit responses that demonstrated that the criterion has been addressed or that a planning process is in place to address the criterion.

Emerging – the program has acknowledged the criterion statement as an area that has only recently been formally addressed. The program may have presented a planning process that it has put in place to address this criterion. It may have formulated initial plans to address this criterion but not have implemented the plan. Or, it may be that plans and processes are in place to address this criterion, but that these are in the initial stages of implementation.

Established – the program demonstrates that its plans, activities and assessments of the criterion are in place in an appropriate, reasonable and well-organized manner. Program faculty, and where applicable students and other stakeholders, are aware of and participate in continuous improvement processes related to the criterion.



Highly Developed – the program thoroughly exhibits that its plans, activities and assessments of the criterion are fully articulated and richly incorporated into the culture of the program including the active engagement of all faculty (full and part-time) as well as students and other stakeholders as pertinent to the criterion. Furthermore, the program shows how it uses the results of assessments regarding the criterion for ongoing improvement of performance in that criterion.


1. Learning		N/A	Outcomes Not Evident	Emerging	Established	Highly Developed
1.1	The faculty has identified program learning outcomes that are current, measurable and based upon appropriate processes and evidence regarding the requirements of the discipline.					✓
1.2	The faculty has identified student learning outcomes in its core coursework that are clear, measurable and based on an appropriate process to identify what students need to master in each course.					✓
1.3	The faculty has an appropriate process for evaluating program and course-level learning outcomes on a regular basis taking into account best practices,					✓



	program using a variety of assessment methods appropriate to the outcomes being assessed.				✓	
4.3	The program regularly implements continuous quality improvements based upon the results of its student learning assessments.				✓	
5. Follow-up of Previous Audit		N/A	Outcomes Not Evident	Emerging	Established	Highly Developed
5.1	There is documented evidence that the program has implemented the plans for its initiatives for improvement cited by the faculty in the previous self-study report including any changes to those initiatives for improvement.				✓	
5.2	There is documented evidence that recommendations made by the Academic Auditor Team have been considered and, when feasible and appropriate, implemented and tracked.				✓	

#### Signatures

1.  M-SHAREEF KHAN, Head of Associate Prof  
Dept of Plant Biology  
New College, Ch-14.
2.  S. MURUGESAN ASSOCIATE PROFESSOR IN BOTANY  
PACHAYAPPALLY COLLEGE,  
CHENNAI-31.
- 3.

 8.20.19 DR. G. SAMPATH KUMAR. HEAD, Dept. of Botany  
Dr. Ambabakan Govt. Arts Coll  
Ch-39.



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Arumbakkam, Chennai - 600106.



## DWARAKA DOSS GOVERDHAN DOSS VAISHNAV COLLEGE

(Autonomous, Linguistic Minority Institution, College with Potential for Excellence)

Arumbakkam, Chennai – 106.

### Academic Audit Report - 2017-18 2018-19

Name of the Department		VISUAL COMMUNICATION		
Year of Establishment		2001		
Department Timing		12 noon to 4.30 p.m.		
Audit Panel Members' Name		Designation	Address	Contact Number/ email id
1.	Ms. U.N. Mahalakshmi Head Dept. of Communication Elthiraj College	Head	Elthiraj College	9962090321 unnahalakshmi@ gmail.com
2.	Ms. Irwin S Mary Asst. Prof. Dept. of Visual Communication WCC	Asst. Prof.	WCC	9841357285 irwinmary2002@ gmail.com
3.	Ms. G. Karitha Head Dept. of Visual Communication St. Thomas College	Head	St. Thomas College	9382127250 gokaritha2002@ gmail.com
Date of Audit		13.2.19		

  
PRINCIPAL

Dwaraka Doss Goverdhan Doss  
Vaishnav College  
Arumbakkam, Chennai - 600106.

Particulars		Observation	Remarks / Suggestions by the panel
<u>Courses Offered</u>	Strength		
Visual Communication I Yr. 90		Curriculum is OK.	Art and Aesthetics may be merged with Approaches to Communication
	II Yr. 90		
	III Yr. 90		
<u>Result of the last External Exam</u>			
Courses offered	Pass %	73.1..	
Annual Curricular Plan		As per the syllabus requirement	
Attendance		Register maintained	It is updated
Coverage of Syllabus		Students reported of the syllabus being covered.	Practical exposure is given to students.
<u>Teaching Diary and Teaching Notes</u>		Teaching	All faculty except one is qualified.
No of Teaching staff including contract/Guest/PT:		7	
No Teachers submitted:		7	
No Teachers Not submitted with details:		-	

Conduct of Classes	Regular	
Use of supplementary teaching tools and application of ICT	Smart classes are available.	Studio is good.
Student Centric Activities		Being conducted
Student seminars	Periodically given	Being conducted
Remedial Coaching		Needs to be focused on
Student Assignment	Periodically done	
Student Feedback (Analysis done or not)	Done.	Report Attached
Conduct of Internal Examinations	As per college schedule	Conducted regularly
Maintenance of Marks, Register/File		File maintained.

Library	Good collection	
Laboratories	Studio facility is very good.	
e-Class Rooms		May be introduced for 1 <sup>st</sup> years.
Computer & Internet	Sufficient lab	All softwares for the course is available.
Sanitation	Good	Good
Drinking Water Facilities	Good	Good.

#### Faculty Details

Note: A brief CV of each faculty member may be attached, specifying details of honours, achievements, recognitions, publications, workshops, seminar participation, research experience, projects undertaken etc., as an annexure

Sl. No.	Name	Designation	Qualification	Experience (years)		Perm./Temp./guest/ Contract/visiting etc
				Total	In the college	
1.	Ms. G. Vasantha	Head	M.A., M.Phil. SLET	21 yrs 9 months	16 yrs 9 months	Perm/Contract
2.	Ms. N.C. Krishnapriya	Asst. Prof.	M.A., SLET	13 yrs 9 months	9 yrs 5 months	Perm/Contract
3.	Mr. C. Prabhakaran	"	M.A., M.Phil, NET	11 yrs 8 months	9 yrs 4 months	Contract
4.	Mr. Aravind G	"	M.A., NET	12 yrs	5 yrs 7 months	Contract

5.	Ms. Nazra Izhaz	Asst. Prof.	M.Sc.	2yr 6mths	2yr 6mths	Temp.
6.	Ms. Revathy Pandian	"	M.A. SLET	1 yr 1 mth	1 yr. 1 mth	Temp.
7.	Mr. Ashwath	"	M.Sc. NET	7 years	5 years	

Research Guidance NA.

Sl.No.	Faculty Name (Recognised Guides)	M.Phil. (Awarded/ submitted) - Nos.	Ph.D.( Awarded/ submitted)- Nos.	M.Phil. (Ongoing) - Nos.	Ph.D.(Ongoing) - Nos.

Number of Research Projects Completed/ ongoing (Give details as an annexure)

Any other Detail as deemed fit.

1. Made a documentary for Sundaram Finance
2. A promo ad for Dandam Medical College / Hospital was made by our students
3. Hindu Service and Spiritual Fair documentary on
  - Five Elements of Nature
  - Conserve wildlife.






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Vaishnav College  
Arumbakkam, Chennai - 600106.



	program using a variety of assessment methods appropriate to the outcomes being assessed.				✓	
4.3	The program regularly implements continuous quality improvements based upon the results of its student learning assessments.				✓	
5. Follow-up of Previous Audit		N/A	Outcomes Not Evident	Emerging	Established	Highly Developed
5.1	There is documented evidence that the program has implemented the plans for its initiatives for improvement cited by the faculty in the previous self-study report including any changes to those initiatives for improvement.				✓	
5.2	There is documented evidence that recommendations made by the Academic Auditor Team have been considered and, when feasible and appropriate, implemented and tracked.				✓	

#### Signatures

1. 
2. 
3.  13/12/19



**PRINCIPAL**  
Dwaraka Doss Goverdhan Doss  
Vaishnav College  
Arumbakkam, Chennai - 600106.



## DWARAKA DOSS GOVERDHAN DOSS VAISHNAV COLLEGE

(Autonomous, Linguistic Minority Institution, College with Potential for Excellence)

Arumbakkam, Chennai – 106.

### Academic Audit Report

Name of the Department		Microbiology		
Year of Establishment		1997		
Department Timing		9.40 AM to 3.10 PM		
Audit Panel Members' Name		Designation	Address	Contact Number/ email id
1.	Dr. S. Sasikala M.Sc., Ph.D., (Convenor)	Associate Professor & Head	Department of Microbiology, Presidency College, Chennai – 600 005	Ph: 9025071859 <a href="mailto:sasikala@yahoo.co.in">sasikala@yahoo.co.in</a>
2.	Dr.Kathiresan, M.Sc., Ph.D., (Member)	Asst. Professor & Head	Department of Microbiology, Vel's College of Arts and Science, Pallavaram, Chennai.	Ph: 9884293967 <a href="mailto:hodmicrobio@velsuniv.ac.in">hodmicrobio@velsuniv.ac.in</a> <a href="mailto:kathireshanak@gmail.com">kathireshanak@gmail.com</a>
3.	Dr. Kanimozhi M.Sc., Ph.D., (Member)	Asst. Professor & Head	Department of Microbiology Asan Memorial college of arts and science Jalladeeyanpet, Pallikaranai Chennai	Ph: 9176280520 <a href="mailto:skanimozhi@gmail.com">skanimozhi@gmail.com</a>

Particulars		Observation	Remarks / Suggestions by the panel
<u>Courses Offered</u>	<u>Strength</u>		
M.Sc., Microbiology	26 + 26	Full strength	B.Sc. Microbiology course can be started.
M.Phil. Microbiology	4	Full strength	
<u>Result of the last External Exam</u>			
<u>Courses offered</u>	<u>Pass %</u>		
I. M.Sc., Microbiology	92.3 %	Satisfactory	
II. M.Sc., Microbiology	96.0 %	Satisfactory	
M.Phil., Microbiology	100.0 %	Satisfactory	
Annual Curricular Plan		Encl-2.	1) Max no. of HOU can be done. (2 inculcator or academic initiatives) 2) Extension programmes - should be conducted
Attendance		Encl-3	Satisfactory.
Coverage of Syllabus		Encl-4	Satisfactory.
<u>Teaching Diary and Teaching Notes</u>		Encl-4	Teaching staff adequate - Lesson plan required.
No of Teaching staff including contract/Guest/PT:		6	
No Teachers submitted:		6	
No Teachers Not submitted with details:			

Conduct of Classes	Regular	Satisfactory
Use of supplementary teaching tools and application of ICT	Internet, Computer, ebooks, Projector, OHP	ICT followed. Practical classes - Demo in soft copy.
Student Centric Activities	Encl-5	Max no of programmes can be conducted (device used area)
Student seminars	Encl-6 & Encl-7	Conducted regularly
Remedial Coaching	-	Remedial Coaching - Academically poor, Economically poor students, Tamil medium backward, Se/ST.
Student Assignment	Encl-6 & Encl-7	Assignment regularly given.
Student Feedback (Analysis done or not)	Encl-8 Analysis done.	Should be Done regularly, by the lab.
Conduct of Internal Examinations	Encl-9	Done regularly.
Maintenance of Marks, Register/File	Encl-10	Proper maintenance of Records.

Library	Encl - 11 Book list- enclosed	Journal & Books adequate,
Laboratories	Encl - 12. floor plan attached	Sufficient space for Ph.D. Additional labs required for Research.
e-Class Rooms	1	Sufficient.
Computer & Internet	2 - HOD room (Internet) 2 - Library (Internet) 1 - Staff room 1 - Instrument room	Adequate.
Sanitation	Good.	Good.
Drinking Water Facilities	Good with RO plant	Good.

#### Faculty Details

Note: A brief CV of each faculty member may be attached, specifying details of honours, achievements, recognitions, publications, workshops, seminar participation, research experience, projects undertaken etc., as an annexure

Sl. No.	Name	Designation	Qualification	Experience (years)		Perm./Temp./guest/ Contract/visiting etc
				Total	In the college	
1.	Dr. P. Vidya.	Head	M.Sc., M.Phil., Ph.D.,	29	22	Permanent
2.	Dr. S. Vijayalakshmi	Asst. prof	M.Sc., M.Phil., Ph.D., SET	29	22	Permanent
3.	Dr. Radhika Jeyanand	Asst. prof	M.Sc., M.Phil., Ph.D.,	22	20	Permanent
4.	Dr. S. Jagadeeswari	Asst. prof.	M.Sc., M.Phil., Ph.D., SET	16	11	Permanent.

5.	Dr. B. Kuthiga.	Asst. prof.	M.Sc., M.Phil., Ph.D. PhDBI	10	10	Permanent
6.	Dr. A. Nageswari	Asst. prof.	M.Sc., M.Phil., Ph.D.	2	8 months	Probationary
7.	Mr. S. Palanivel	Asst. prof.	M.Sc., M.Phil., SET	8	8 months	Probationary
8.	S. Shanmuga.	Demonstrator	M.Sc., M.Phil.,	1 month	1 month	Temporary

#### Research Guidance

Sl.No.	Faculty Name (Recognised Guides)	M.Phil. (Awarded/ submitted) - Nos.	Ph.D. (Awarded/ submitted) - Nos.	M.Phil. (Ongoing) - Nos.	Ph.D. (Ongoing) - Nos.
1.	Dr. P. Vidya	2	- + 1	1	- + 1
2.	Dr. S. Vijayalakshmi	2	-	1	-
3.	Dr. Radhika Jeyarand	1	-	1	-
4.	Dr. S. Nagadevswari	2	-	1	-

Number of Research Projects Completed/ ongoing (Give details as an annexure)

Any other Detail as deemed fit.



Please rate the quality of the academic program by placing a checkmark in the appropriate box to indicate whether the criterion is not applicable (N/A), not evident, emerging, established, or highly developed.

If a particular criterion is inappropriate or not applicable to the program under review, the item will be marked NA.

Not Evident – the criterion statement was not addressed by the program in either its self-study report or appendices. Furthermore, questions about this criterion asked by the Academic Auditor Team at its site visit did not elicit responses that demonstrated that the criterion has been addressed or that a planning process is in place to address the criterion.

Emerging – the program has acknowledged the criterion statement as an area that has only recently been formally addressed. The program may have presented a planning process that it has put in place to address this criterion. It may have formulated initial plans to address this criterion but not have implemented the plan. Or, it may be that plans and processes are in place to address this criterion, but that these are in the initial stages of implementation.

Established – the program demonstrates that its plans, activities and assessments of the criterion are in place in an appropriate, reasonable and well-organized manner. Program faculty, and where applicable students and other stakeholders, are aware of and participate in continuous improvement processes related to the criterion.




Highly Developed – the program thoroughly exhibits that its plans, activities and assessments of the criterion are fully articulated and richly incorporated into the culture of the program including the active engagement of all faculty (full and part-time) as well as students and other stakeholders as pertinent to the criterion. Furthermore, the program shows how it uses the results of assessments regarding the criterion for ongoing improvement of performance in that criterion.


1. Learning		N/A	Outcomes Not Evident	Emerging	Established	Highly Developed
1.1	The faculty has identified program learning outcomes that are current, measurable and based upon appropriate processes and evidence regarding the requirements of the discipline.				✓	
1.2	The faculty has identified student learning outcomes in its core coursework that are clear, measurable and based on an appropriate process to identify what students need to master in each course.				✓	
1.3	The faculty has an appropriate process for evaluating program and course-level learning outcomes on a regular basis taking into account best practices,				✓	

	stakeholder feedback and appropriate benchmarks in the field.					
<b>2. Curriculum and Co-Curriculum</b>		<b>N/A</b>	<b>Outcomes Not Evident</b>	<b>Emerging</b>	<b>Established</b>	<b>Highly Developed</b>
2.1	The faculty collaborates regularly and effectively on the design of curriculum and planned improvements.				✓	
2.2	The faculty regularly analyzes the content and sequencing of courses as applicable in terms of achieving program learning outcomes.				✓	
2.3	The faculty regularly reviews the curriculum based on appropriate evidence including comparison with best practices where appropriate.				✓	
2.4	The program regularly incorporates appropriate complementary co-curricular activities and programs to supplement and support student learning				✓	
<b>3. Teaching and Learning</b>		<b>N/A</b>	<b>Outcomes Not Evident</b>	<b>Emerging</b>	<b>Established</b>	<b>Highly Developed</b>
3.1	The faculty regularly and effectively collaborates in designing, developing and delivering teaching methods that improve student learning throughout the program.				✓	
3.2	The faculty promotes the effective use of instructional materials and teaching tools, including technology as appropriate, for achieving student mastery of learning objectives.					✓
3.3	The program regularly evaluates the effectiveness of teaching methods and the appropriateness of instructional materials.				✓	
3.4	The faculty analyze evaluation results on a regular basis and modify teaching methods to improve student learning.					✓
3.5	The faculty engages in regular professional development that enhances its teaching, scholarship and practice.				✓	
3.6	The program monitors student persistence and success in its courses and program and uses that data to inform improvements in the program and to optimize student success.					✓
<b>4. Student Learning Assessment</b>		<b>N/A</b>	<b>Outcomes Not Evident</b>	<b>Emerging</b>	<b>Established</b>	<b>Highly Developed</b>
4.1	The faculty uses indicators of student learning success that are aligned with program and student learning outcomes.			✓		
4.2	The faculty assesses student learning at multiple points throughout the					

	program using a variety of assessment methods appropriate to the outcomes being assessed.			✓		
4.3	The program regularly implements continuous quality improvements based upon the results of its student learning assessments.				✓	
<b>5. Follow-up of Previous Audit</b>		<b>N/A</b>	<b>Outcomes Not Evident</b>	<b>Emerging</b>	<b>Established</b>	<b>Highly Developed</b>
5.1	There is documented evidence that the program has implemented the plans for its initiatives for improvement cited by the faculty in the previous self-study report including any changes to those initiatives for improvement.			✓		
5.2	There is documented evidence that recommendations made by the Academic Auditor Team have been considered and, when feasible and appropriate, implemented and tracked.			✓		

#### Signatures

1. 
2. 
3. 

  
**PRINCIPAL**  
Dwaraka Doss Goverdhan Doss  
Vaishnav College  
Arumbakkam, Chennai - 600106.




## DWARAKA DOSS GOVERDHAN DOSS VAISHNAV COLLEGE

(Autonomous, Linguistic Minority Institution, College with Potential for Excellence)

Arumbakkam, Chennai – 106.

### Academic Audit Report

Name of the Department		PG Department of Computer Science		
Year of Establishment		1998 (CS) & 2001 (IT)		
Department Timing		9.15 AM - 2.30 PM		
Audit Panel Members' Name		Designation	Address	Contact Number/ email id
1.	Dr. S. Gopinathan M.Sc., Ph.D.,	Associate Professor	Department of Computer Science, University of Madras, Guindy Campus, Chennai-600 025.	94436 27956, 79048 37870 <a href="mailto:gnathans2002@gmail.com">gnathans2002@gmail.com</a>
2.	Dr. P.V. Kumaraguru M.Sc., M.C.A., M.Phil., Ph.D.,	Associate Professor and Deputy Director	Department of M.C.A., Gurunanak College, Chennai – 600 042.	98840 68887 <a href="mailto:pvkumaraguru@gmail.com">pvkumaraguru@gmail.com</a>
3.	Dr. Hannah Vijayakumar M.C.A., M.Phil., Ph.D.,	Assistant Professor and Head	Department of Computer Science, Anna Adarsh College for Women Chennai-600 040.	98413 53030 <a href="mailto:han_vijay@yahoo.com">han_vijay@yahoo.com</a>
Date of Audit		06-03-2019 (Wednesday)		

Particulars		Observation	Remarks / Suggestions by the panel
<u>Courses Offered</u>	Strength		
M.Sc [CS] (Mar – 19) I Year – 26 II Year – 26	52	Good student strength.	Good
M.Sc [IT] (Mar – 19) I Year – 24 II Year – 26	50	Good student strength.	Good.
<u>Result of the last External Exam</u>			
<u>Courses offered</u>	<u>Pass %</u>		
M.Sc [CS]	I Year – 90.67% II Year – 98.90%	A remarkable result percentage has been secured every semester.	Good percentage.
M.SC [IT]	I Year – 78.5% II Year – 98.2%	Good percentage of result has been secured every semester.	Good percentage.
Annual Curricular Plan		Guest lecturers, Workshops and Seminars are being conducted periodically for both students and faculties.	Good.
Attendance		All students generally score attendance percentage of 75% and above.	Good.
Coverage of Syllabus		All faculties cover the portions according to the syllabus	Good
<u>Teaching Diary and Teaching Notes</u> No of Teaching staff including contract/ Guest/PT: No Teachers submitted: No Teachers Not submitted with details:		<b>Nine:</b> Teachers prepare diary/presentation/working notes. 	Other innovative methodology can be introduced.

Conduct of Classes	All the allotted hours per day are conducted without cancellation even when some faculty goes on leave.	Good.
Use of supplementary teaching tools and application of ICT	Teachers make use of the ICT tools for effective and better presentation.	Good
Student Centric Activities	Students are encouraged to participate in all inter-collegiate events (Both Technical and Non-technical).	Yes
Student seminars	Every student is asked to take seminar on emerging IT topic and 5 marks are allotted for the purpose of internals.	Yes
Remedial Coaching	Weaker students are identified and are asked to clarify their doubts with the respective faculty even after the class hours.	Good contribution of faculty for remedial
Student Assignment	Student has to submit an assignment on topic allotted by the respective faculty.	Yes.
Student Feedback (Analysis done or not)	Done	Yes
Conduct of Internal Examinations	Continuous Internal Assessment (CIA) is conducted every month and the marks are recorded for	Good. B. L.



	their internals.	Good.
Maintenance of Marks, Register/File	Marks register is maintained.	Yes
Library	Students use general library and the department advocates the use of E-books and E-learning materials available on the web.	Yes
Laboratories	Computer Laboratory is having systems with required hardware and software configuration and with centralized AC. Every student is allotted a separate system during their practical session.	Yes
e-Class Rooms	Classrooms are with projectors and Wi-Fi will be enabled whenever needed.	Yes
Computer & Internet	Internet facility of 50 mbps is available	Yes
Sanitation	Separate restrooms for boys and girls students and faculties are available with proper cleaning.	Yes
Drinking Water Facilities	RO Drinking Water facility is made available in each floor.	Yes

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Animbakkam, Chennai - 600106.

<b>Faculty Details</b>		Note: A brief CV of each faculty member may be attached, specifying details of honours, achievements, recognitions, publications, workshops, seminar participation, research experience, projects undertaken etc., as an annexure				
Sl. No.	Name	Designation	Qualification	Experience (years)		Perm./Temp./ guest/ Contract/ visiting etc
				Total	In the college	
1.	Dr. T. Santhanam	Advisor and Head	M.Sc., P.G.D.C.A., Ph.D.,	31 years 6 months	28 years 8 months	Permanent
2.	Ms. P. Suganya	Asst. Professor	MCA.,M.Phil.,SET	15 years 7 months	15 years 7 months	Permanent
3.	Dr. S. Deepa Lakshmi	Asst. Professor	MCA.,M.Phil.,P.hD., NET	14 years 6 months	14 years 6 months	Permanent
4.	Ms. M. Kalaivani	Asst. Professor	MCA.,M.Phil.,SET	13 years 7 months	13 years 7 months	Permanent
5.	Dr. A. Anitha	Asst. Professor	M.Sc.,M.Phil.,P.hD., NET, SET	15 years	10 Years	Permanent
6.	Ms. S. Anitha	Asst. Professor	M.Sc.,M.Phil.,	10 years 3 months	6 years 6 months	Permanent
7.	Ms. S. Shanmuga Priya	Asst. Professor	MCA.,M.Phil.,NET	10 years	5 years 8 months	Permanent
8.	Dr. A. Kavitha	Asst. Professor	MCA.,P.hD.,	17 years 6 months	2 years 1 month	Permanent

9.	Dr. A. Sindhuja	Asst. Professor	MCA.,M.Phil., P.hD., NET, SET	12 years	7 months	Permanent
Research Guidance						
Sl.No.	Faculty Name (Recognised Guides)	M.Phil. (Awarded/ submitted) - Nos.	Ph.D.( Awarded/ submitted) - Nos.	M.Phil. (Ongoing) - Nos.	Ph.D.(Ongoing) - Nos.	
1	Dr. T. Santhanam	10	14	NIL	NIL	
Number of Research Projects Completed/ ongoing (Give details as an annexure)						
<p>Any other Detail as deemed fit.</p> <p>The committee had an open interaction with the present students of the department:</p> <ul style="list-style-type: none"> <li>* Curriculum and teaching methods were appreciated</li> <li>* Syllabus covered within schedule and evaluation process is accurate and transparent</li> <li>* Infrastructure / Support facilities covers the latest technologies</li> <li>* Placement facilities can be told to the students from the I year itself</li> <li>* Mentor-ward system to be strengthened.</li> </ul> <p>Please rate the quality of the academic program by placing a checkmark in the appropriate box to indicate whether the criterion is not applicable (N/A), not evident, emerging, established, or highly developed.</p>						

If a particular criterion is inappropriate or not applicable to the program under review, the item will be marked NA.

**Not Evident** – the criterion statement was not addressed by the program in either its self-study report or appendices. Furthermore, questions about this criterion asked by the Academic Auditor Team at its site visit did not elicit responses that demonstrated that the criterion has been addressed or that a planning process is in place to address the criterion.

**Emerging** – the program has acknowledged the criterion statement as an area that has only recently been formally addressed. The program may have presented a planning process that it has put in place to address this criterion. It may have formulated initial plans to address this criterion but not have implemented the plan. Or, it may be that plans and processes are in place to address this criterion, but that these are in the initial stages of implementation.

**Established** – the program demonstrates that its plans, activities and assessments of the criterion are in place in an appropriate, reasonable and well-organized manner. Program faculty, and where applicable students and other stakeholders, are aware of and participate in continuous improvement processes related to the criterion.

**Highly Developed** – the program thoroughly exhibits that its plans, activities and assessments of the criterion are fully articulated and richly incorporated into the culture of the program including the active engagement of all faculty (full and part-time) as well as students and other stakeholders as pertinent to the criterion. Furthermore, the program shows how it uses the results of assessments regarding the criterion for ongoing improvement of performance in that criterion.

1. Learning		N/A	Outcomes Not Evident	Emerging	Established	Highly Developed
1.1	The faculty has identified program learning outcomes that are current, measurable and based upon appropriate processes and evidence regarding the requirements of the discipline.				✓	
1.2	The faculty has identified student learning outcomes in its core coursework that are clear, measurable and based on an appropriate process to identify what students need to master in each course.				✓	
1.3	The faculty has an appropriate process for evaluating program and course-level learning outcomes on a regular basis taking into account best practices, stakeholder feedback and appropriate benchmarks in the field.				✓	
2. Curriculum and Co-Curriculum		N/A	Outcomes	Emerging	Established	Highly

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Arumbakkam, Chennai - 600106.

			Not Evident			Developed
2.1	The faculty collaborates regularly and effectively on the design of curriculum and planned improvements.					✓
2.2	The faculty regularly analyzes the content and sequencing of courses as applicable in terms of achieving program learning outcomes.					✓
2.3	The faculty regularly reviews the curriculum based on appropriate evidence including comparison with best practices where appropriate.					✓
2.4	The program regularly incorporates appropriate complementary co-curricular activities and programs to supplement and support student learning					✓
<b>3. Teaching and Learning</b>		N/A	Outcomes Not Evident	Emerging	Established	Highly Developed
3.1	The faculty regularly and effectively collaborates in designing, developing and delivering teaching methods that improve student learning throughout the program.					✓
3.2	The faculty promotes the effective use of instructional materials and teaching tools, including technology as appropriate, for achieving student mastery of learning objectives.					✓
3.3	The program regularly evaluates the effectiveness of teaching methods and the appropriateness of instructional materials.					✓
3.4	The faculty analyze evaluation results on a regular basis and modify teaching methods to improve student learning.				✓	
3.5	The faculty engages in regular professional development that enhances its teaching, scholarship and practice.				✓	
3.6	The program monitors student persistence and success in its courses and program and uses that data to inform improvements in the program and to optimize student success.				✓	
<b>4. Student Learning Assessment</b>		N/A	Outcomes Not Evident	Emerging	Established	Highly Developed
4.1	The faculty uses indicators of student learning success that are aligned with program and student learning outcomes.				✓	
4.2	The faculty assesses student learning at multiple points throughout the program using a variety of assessment methods appropriate to the outcomes being assessed.				✓	

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**Vaishnav College**  
**Arumbakkam, Chennai - 600106.**

4.3	The program regularly implements continuous quality improvements based upon the results of its student learning assessments.				✓	
<b>5. Follow-up of Previous Audit</b>		<b>N/A</b>	<b>Outcomes Not Evident</b>	<b>Emerging</b>	<b>Established</b>	<b>Highly Developed</b>
5.1	There is documented evidence that the program has implemented the plans for its initiatives for improvement cited by the faculty in the previous self-study report including any changes to those initiatives for improvement.	N/A				
5.2	There is documented evidence that recommendations made by the Academic Auditor Team have been considered and, when feasible and appropriate, implemented and tracked.	N/A				

*S. Gopinathan*

1. Dr. S. Gopinathan

6/3/2019

*P.V. Kumaraguru*  
6/3/19  
2. Dr. P.V. Kumaraguru

*Hannah Vijayakumar*  
6/3/2019  
3. Dr. Hannah Vijayakumar

*Dwaraka Doss*

**PRINCIPAL**  
**Dwaraka Doss Goverdhan Doss**  
**Velupnav College**  
**Arumbakkam, Chennai - 600106.**





## DWARAKA DOSS GOVERDHAN DOSS VAISHNAV COLLEGE

(Autonomous, Linguistic Minority Institution, College with Potential for Excellence)

Arumbakkam, Chennai – 106.

### Academic Audit Report

Name of the Department		Department of M.C.A		
Year of Establishment		1987		
Department Timing		8.15 AM to 1.30 PM		
Audit Panel Members' Name		Designation	Address	Contact Number/ email id
1.	Dr. S. Gopinathan M.Sc., Ph.D.,	Associate Professor	Department of Computer Science, University of Madras, Guindy Campus, Chennai-600 025.	94436 27956, 79048 37870 <a href="mailto:gnathans2002@gmail.com">gnathans2002@gmail.com</a>
2.	Dr. P.V. Kumaraguru M.C.A., M.Phil., Ph.D.,	Associate Professor and Deputy Director	Department of M.C.A., Gurunanak College, Chennai – 600 042.	98840 68887 <a href="mailto:pvkumaraguru@gmail.com">pvkumaraguru@gmail.com</a>
3.	Dr. Hannah Vijayakumar M.Sc., M.Phil., Ph.D.,	Assistant Professor and Head	Department of Computer Science, Anna Adarsh College for Women Chennai-600 040.	98413 53030 <a href="mailto:han_vijay@yahoo.com">han_vijay@yahoo.com</a>
Date of Audit		06.03.2019 (Wednesday)		

**PRINCIPAL**


**Dwaraka Doss Goverdhan Doss  
Vaishnav College  
Arumbakkam, Chennai - 600106.**

Particulars		Observation	Remarks / Suggestions by the panel
<u>Courses Offered</u>	Strength	Good student strength.	Good
M.C.A (during Mar 19)	94		
I Year=26			
II Year=37			
III Year=31			
<u>Result of the last External Exam</u>		A remarkable result percentage has been secured every semester.	Good percentage
Courses offered	Pass %		
M.C.A	95.8		
Annual Curricular Plan		Guest lecturers, Workshops and Seminars are being conducted periodically for both students and faculties.	Good
Attendance		All students generally score attendance percentage of 75% and above.	Good
Coverage of Syllabus		All faculties cover the portions according to the syllabus.	Yes
<u>Teaching Diary and Teaching Notes</u> No of Teaching staff including contract/Guest/PT: No Teachers submitted: No Teachers Not submitted with details:		<b>Seven:</b> Teachers prepare diary/presentation/working notes.	Innovative methodology can be added.
Conduct of Classes		All the allotted hours per day are conducted without cancellation even when some faculty goes on leave.	Highly appreciated R. M.

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Vaishnav College  
Anumbakkam, Chennai - 600106.

Use of supplementary teaching tools and application of ICT	Teachers make use of the ICT tools for effective and better presentation.	Good
Student Centric Activities	Students are encouraged to participate in all inter-collegiate events (Both Technical and Non-technical).	Yes
Student seminars	Every student is asked to take seminar on emerging IT topic and 5 marks are allotted for the purpose of internals.	Yes
Remedial Coaching	Weaker students are identified and are asked to clarify their doubts with the respective faculty even after the class hours.	Faculty offer remedial classes for the weaker students
Student Assignment	Student has to submit an assignment on topic allotted by the respective faculty.	Yes
Student Feedback (Analysis done or not)	Done	Yes
Conduct of Internal Examinations	Continuous Internal Assessment (CIA) is conducted every month and the marks are recorded for their internals.	Good
Maintenance of Marks, Register/File	Marks register is maintained.	Yes

Library	Students use general library and the department advocates the use of E-books and E-learning materials available on the web.	Yes
Laboratories	Computer Laboratory is having systems with required hardware and software configuration and with centralized AC. Every student is allotted a separate system during their practical session.	Yes
e-Class Rooms	Classrooms are with projectors and Wi-Fi will be enabled whenever needed.	Yes
Computer & Internet	Internet facility of 50 mbps is available	Yes
Sanitation	Separate restrooms for boys and girls students and faculties are available with proper cleaning.	Yes
Drinking Water Facilities	RO Drinking Water facility is made available in each floor.	Yes 

<b>Faculty Details</b>		Note: A brief CV of each faculty member may be attached, specifying details of honours, achievements, recognitions, publications, workshops, seminar participation, research experience, projects undertaken etc., as an annexure				
Sl. No.	Name	Designation	Qualification	Experience (years)		Perm./Temp./guest / Contract/visiting etc
				Total	In the college	
1	Dr. T. Santhanam	Associate Professor and Head	M.Sc., P.G.D.C.A., Ph.D.,	31 years 6 months	28 years 8 months	Permanent
2	Dr. T. Velmurugan	Associate Professor	M.Sc., M.Phil., P.G.D.C.A., Ph.D.,	26 years	22 years 7 months	Permanent
3	Dr. R. Anandhi	Assistant Professor	M.C.A., M.Phil., Ph.D., SET NET	13 years 2 months	10 years 2 months	Permanent
4	Dr. K. Angayarkkani	Assistant Professor	M.Sc., M.Phil., Ph.D.,	22 years 8 months	22 years 8 months	Permanent
5	Dr. T. Sridevi	Assistant Professor	M.Sc., M.C.A., M.Phil., Ph.D., SET	19 years 7 months	19 years 7 months	Permanent
6	Mrs. A.S. Thenmozhi	Assistant Professor	M.Sc., M.C.A., M.Phil., P.G.D.C.A.,	21 years 7 months	17 years 7 months	Permanent
7	Mrs. M.P. Sukassini	Assistant Professor	M.C.A., M.Phil., SET	16 years	16 years	Permanent
<b>Research Guidance</b>						
Sl.No.	Faculty Name (Recognised Guides)	M.Phil. (Awarded/ submitted) - Nos.	Ph.D.( Awarded/ submitted)- Nos.	M.Phil. (Ongoing) - Nos.	Ph.D.(Ongoing) - Nos.	
1	Dr. T. Santhanam	10	14	NIL	NIL	
2	Dr. T. Velmurugan	301	8/2	NIL	7	
Number of Research Projects Completed/ ongoing (Give details as an annexure)				Minor Research Project – Dr. T. Santhanam		
Any other Detail as deemed fit.				NIL		



Please rate the quality of the academic program by placing a checkmark in the appropriate box to indicate whether the criterion is not applicable (N/A), not evident, emerging, established, or highly developed.

If a particular criterion is inappropriate or not applicable to the program under review, the item will be marked NA.

Not Evident – the criterion statement was not addressed by the program in either its self-study report or appendices. Furthermore, questions about this criterion asked by the Academic Auditor Team at its site visit did not elicit responses that demonstrated that the criterion has been addressed or that a planning process is in place to address the criterion.

Emerging – the program has acknowledged the criterion statement as an area that has only recently been formally addressed. The program may have presented a planning process that it has put in place to address this criterion. It may have formulated initial plans to address this criterion but not have implemented the plan. Or, it may be that plans and processes are in place to address this criterion, but that these are in the initial stages of implementation.

Established – the program demonstrates that its plans, activities and assessments of the criterion are in place in an appropriate, reasonable and well-organized manner. Program faculty, and where applicable students and other stakeholders, are aware of and participate in continuous improvement processes related to the criterion.

Highly Developed – the program thoroughly exhibits that its plans, activities and assessments of the criterion are fully articulated and richly incorporated into the culture of the program including the active engagement of all faculty (full and part-time) as well as students and other stakeholders as pertinent to the criterion. Furthermore, the program shows how it uses the results of assessments regarding the criterion for ongoing improvement of performance in that criterion.

1. Learning		N/A	Outcomes Not Evident	Emerging	Established	Highly Developed
1.1	The faculty has identified program learning outcomes that are current, measurable and based upon appropriate processes and evidence regarding the requirements of the discipline.				✓	
1.2	The faculty has identified student learning outcomes in its core coursework that are clear, measurable and based on an appropriate process to identify what students need to master in each course.				✓	
1.3	The faculty has an appropriate process for evaluating program and course-level learning outcomes on a regular basis taking into account best practices, stakeholder feedback and appropriate benchmarks in the field.				✓	



<b>2. Curriculum and Co-Curriculum</b>		<b>N/A</b>	<b>Outcomes Not Evident</b>	<b>Emerging</b>	<b>Established</b>	<b>Highly Developed</b>
2.1	The faculty collaborates regularly and effectively on the design of curriculum and planned improvements.					✓
2.2	The faculty regularly analyses the content and sequencing of courses as applicable in terms of achieving program learning outcomes.					✓
2.3	The faculty regularly reviews the curriculum based on appropriate evidence including comparison with best practices where appropriate.					✓
2.4	The program regularly incorporates appropriate complementary co-curricular activities and programs to supplement and support student learning					✓
<b>3. Teaching and Learning</b>		<b>N/A</b>	<b>Outcomes Not Evident</b>	<b>Emerging</b>	<b>Established</b>	<b>Highly Developed</b>
3.1	The faculty regularly and effectively collaborates in designing, developing and delivering teaching methods that improve student learning throughout the program.					✓
3.2	The faculty promotes the effective use of instructional materials and teaching tools, including technology as appropriate, for achieving student mastery of learning objectives.					✓
3.3	The program regularly evaluates the effectiveness of teaching methods and the appropriateness of instructional materials.					✓
3.4	The faculty analyze evaluation results on a regular basis and modify teaching methods to improve student learning.					✓
3.5	The faculty engages in regular professional development that enhances its teaching, scholarship and practice.					✓
3.6	The program monitors student persistence and success in its courses and program and uses that data to inform improvements in the program and to optimize student success.					✓
<b>4. Student Learning Assessment</b>		<b>N/A</b>	<b>Outcomes Not Evident</b>	<b>Emerging</b>	<b>Established</b>	<b>Highly Developed</b>
4.1	The faculty uses indicators of student learning success that are aligned with program and student learning outcomes.					✓
4.2	The faculty assesses student learning at multiple points throughout the program using a variety of assessment methods appropriate to the outcomes being assessed.					✓

4.3	The program regularly implements continuous quality improvements based upon the results of its student learning assessments.					✓
<b>5. Follow-up of Previous Audit</b>		N/A	Outcomes Not Evident	Emerging	Established	Highly Developed
5.1	There is documented evidence that the program has implemented the plans for its initiatives for improvement cited by the faculty in the previous self-study report including any changes to those initiatives for improvement.	N/A				
5.2	There is documented evidence that recommendations made by the Academic Auditor Team have been considered and, when feasible and appropriate, implemented and tracked.	N/A				

Signatures



1. Dr. S. Gopinathan

6/3/2019



2. Dr. P.V. Kumaraguru



3. Dr. Hannah Vijayakumar 6/3/2019



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Dwaraka Doss Goverdhan Doss  
Vaishnav College  
Arumbakkam, Chennai - 600106.



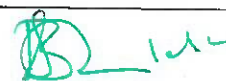
## DWARAKA DOSS GOVERDHAN DOSS VAISHNAV COLLEGE


(Autonomous, Linguistic Minority Institution, College with Potential for Excellence)

Arumbakkam, Chennai – 106.

### Academic Audit Report


Name of the Department		MBA		
Year of Establishment		1995		
Department Timing		10 Am to 3.45 PM		
Audit Panel Members' Name		Designation	Address	Contact Number/ email id
1.	DR. D. NISAR AHMED	DIRECTOR	MEASI INSTITUTE OF MANAGEMENT	9444281144 dnisar63@gmail.com
2.	Dr. D. DEVENATHAN	ASSOCIATE PROFESSOR	DEPT OF MGT STUDIES DDE, UNIV. OF MADRAS	94441 67622 deva2607@gmail.com
3.	Dr D. Gomathy	Associate Prof & Head	MBA Dept., K. Thirai College for Women Chennai	9381514299 gomathy_d@yahoo.com
Date of Audit		19/12/19		

Particulars		Observation	Remarks / Suggestions by the panel
Courses Offered	Strength		
<u>I</u> MBA	60	Good	Lot of improvement
<u>II</u> MBA	60	Good	
Result of the last External Exam			
Courses offered	Pass %		
<u>I</u> MBA	76.27		
<u>II</u> MBA	93.22		
Annual Curricular Plan		Yes	
Attendance	<u>I</u> year	98 %	
	<u>II</u> year	95 %	
Coverage of Syllabus		Yes	
Teaching Diary and Teaching Notes		10	 <b>PRINCIPAL</b> Dwaraka Doss Goverdhan Doss Vaishnav College Arumbakkam, Chennai - 600106.
No of Teaching staff including contract/ Guest/PT: No Teachers submitted:		08 + 02	

No Teachers Not submitted with details:		
Conduct of Classes	Excellent	
Use of supplementary teaching tools and application of ICT	Yes ICT ML/AI	
Student Centric Activities	Good	
Student seminars	Yes	
Remedial Coaching	Yes	
Student Assignment	Yes	
Student Feedback (Analysis done or not)	Overall analysis Done - Good	
Conduct of Internal Examinations	Yes	
Maintenance of Marks, Register/File	Yes - Good	 <b>PRINCIPAL</b> <b>Dwaraka Doss Goverdhan Doss</b> <b>Vaishnav College</b>

Library	19000					
Laboratories	yes					
e-Class Rooms	yes					
Computer & Internet	yes					
Sanitation	yes					
Drinking Water Facilities	yes separate RU					
<b>Faculty Details</b>	Note: A brief CV of each faculty member may be attached, specifying details of honours, achievements, recognitions, publications, workshops, seminar participation, research experience, projects undertaken etc., as an annexure					
Sl. No.	Name	Designation	Qualification	Experience (years)		Perm./Temp./ guest/ Contract/ visiting etc
				Total	In the college	
1	D.R. U. Amalashwari		P-70			



<b><u>Faculty Details</u></b>		Note: A brief CV of each faculty member may be attached, specifying details of honours, achievements, recognitions, publications, workshops, seminar participation, research experience, projects undertaken etc., as an annexure				
Sl. No.	Name	Designation	Qualification	Experience (years)		Perm./Temp./ guest/ Contract/ visiting etc
				Total	In the college	
1	Dr.U.Amaleshwari	Director	MBA., M.Phil., Ph.D., NET., SET	14	7	Permanent
2	Mr.T.K.Prasad	Assistant Professor	MBA., M.Sc., M.Phil., DCIM	17	17	Permanent
3	Dr.A.S.Poornima	Assistant Professor	BE., MBA., PGDMM NET., Ph.D	10	10	Permanent
4	Dr.K.R.Kolammal	Assistant Professor	MBA., M.Phil., Ph.D., NET	14	3	Permanent
5	Ms.V.R.Nanthiga	Assistant Professor	BE., MBA., NET	4	2.5	Permanent
6	Ms.Ancy Stepheno.S	Assistant Professor	BE., MBA., NET., SET	1	1	Permanent
7.	Ms.Jeevitha	Assistant Professor	MBA., CMA(I)., SET	3	1	Permanent
<div style="text-align: right;">   <b>PRINCIPAL</b>  Dwaraka Doss Goverdhan Doss  Vaishnav College  Arumbakkam, Chennai - 600106. </div>						


#### Research Guidance

Sl.No.	Faculty Name (Recognised Guides)	M.Phil. (Awarded/ submitted) - Nos.	Ph.D.( Awarded/ submitted) - Nos.	M.Phil. (Ongoing) - Nos.	Ph.D.(Ongoing) - Nos.
	NA	NA	NA	NA	NA

Number of Research Projects Completed/ ongoing (Give details as an annexure)

Any other Detail as deemed fit.

Not Applicable



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Arumbakkam, Chennai - 600106.

Please rate the quality of the academic program by placing a checkmark in the appropriate box to indicate whether the criterion is not applicable (N/A), not evident, emerging, established, or highly developed.

If a particular criterion is inappropriate or not applicable to the program under review, the item will be marked NA.

Not Evident – the criterion statement was not addressed by the program in either its self-study report or appendices. Furthermore, questions about this criterion asked by the Academic Auditor Team at its site visit did not elicit responses that demonstrated that the criterion has been addressed or that a planning process is in place to address the criterion.

Emerging – the program has acknowledged the criterion statement as an area that has only recently been formally addressed. The program may have presented a planning process that it has put in place to address this criterion. It may have formulated initial plans to address this criterion but not have implemented the plan. Or, it may be that plans and processes are in place to address this criterion, but that these are in the initial stages of implementation.

Established – the program demonstrates that its plans, activities and assessments of the criterion are in place in an appropriate, reasonable and well-organized manner. Program faculty, and where applicable students and other stakeholders, are aware of and participate in continuous improvement processes related to the criterion.

Highly Developed – the program thoroughly exhibits that its plans, activities and assessments of the criterion are fully articulated and richly incorporated into the culture of the program including the active engagement of all faculty (full and part-time) as well as students and other stakeholders as pertinent to the criterion. Furthermore, the program shows how it uses the results of assessments regarding the criterion for ongoing improvement of performance in that criterion.

1. Learning		N/A	Outcomes Not Evident	Emerging	Established	Highly Developed
1.1	The faculty has identified program learning outcomes that are current, measurable and based upon appropriate processes and evidence regarding the requirements of the discipline.				✓	
1.2	The faculty has identified student learning outcomes in its core coursework that are clear, measurable and based on an appropriate process to identify what students need to master in each course.				✓	
1.3	The faculty has an appropriate process for evaluating program and course-level learning outcomes on a regular basis taking into account best practices,					✓

	stakeholder feedback and appropriate benchmarks in the field.					
<b>2. Curriculum and Co-Curriculum</b>		N/A	Outcomes Not Evident	Emerging	Established	Highly Developed
2.1	The faculty collaborates regularly and effectively on the design of curriculum and planned improvements.					✓
2.2	The faculty regularly analyzes the content and sequencing of courses as applicable in terms of achieving program learning outcomes.					✓
2.3	The faculty regularly reviews the curriculum based on appropriate evidence including comparison with best practices where appropriate.					✓
2.4	The program regularly incorporates appropriate complementary co-curricular activities and programs to supplement and support student learning				✓	
<b>3. Teaching and Learning</b>		N/A	Outcomes Not Evident	Emerging	Established	Highly Developed
3.1	The faculty regularly and effectively collaborates in designing, developing and delivering teaching methods that improve student learning throughout the program.				✓	
3.2	The faculty promotes the effective use of instructional materials and teaching tools, including technology as appropriate, for achieving student mastery of learning objectives.				✓	
3.3	The program regularly evaluates the effectiveness of teaching methods and the appropriateness of instructional materials.				✓	
3.4	The faculty analyze evaluation results on a regular basis and modify teaching methods to improve student learning.					✓
3.5	The faculty engages in regular professional development that enhances its teaching, scholarship and practice.					✓
3.6	The program monitors student persistence and success in its courses and program and uses that data to inform improvements in the program and to optimize student success.					✓
<b>4. Student Learning Assessment</b>		N/A	Outcomes Not Evident	Emerging	Established	Highly Developed
4.1	The faculty uses indicators of student learning success that are aligned with program and student learning outcomes.				✓	
4.2	The faculty assesses student learning at multiple points throughout the program using a variety of assessment methods appropriate to the outcomes					✓






## DWARAKA DOSS GOVERDHAN DOSS VAISHNAV COLLEGE

(Autonomous, Linguistic Minority Institution, College with Potential for Excellence)

Arumbakkam, Chennai – 106.


### Academic Audit Report

Name of the Department		<b>SOCIAL WORK</b>		
Year of Establishment		1989		
Department Timing		8.15 a.m. – 1.35 p.m.		
Audit Panel Members' Name		Designation	Address	Contact Number/ email id
1.	Dr. S. Paramesvaran	Assistant Professor & Head	Department of Social Work Ramakrishna Mission Vivekananda College (Autonomous), Chennai	Mob: 9842060673 E-mail: parameshmsw@ gmail.com
2.	Dr. Sindhu Sivan	Assistant Professor & Head	Department of Social Work Patrician College of Arts & Science, Chennai	Mob: 8075950457 E-mail: sindhusvn1982@ gmail.com
3.	Ms. C. Maheswari	Assistant Professor & Head	Department of Social Work Sindhi College, Chennai  	Mob: 9444669454 E-mail: cmaheswari1976@ yahoo.com

**PRINCIPAL**


**Dwaraka Doss Goverdhan Doss  
Vaishnav College  
Arumbakkam, Chennai - 600106.**



Date of Audit	07.02.2019		
Particulars		Observation	Remarks / Suggestions by the panel
<u>Courses Offered</u>	Strength		
M.A. Social Work	I M.A. – 37		
(Specialisation: Human Resource Management)	II M.A. – 36		
<u>Result of the last External Exam</u>			
<u>Courses offered</u>	Pass %		
M.A. Social Work	April 2017 Semester Exam:	I M.A. : 94.87% II M.A.: 40.74%	Soft Skill Paper syllabus has to be framed with the consultation of the SW Department
	November 2017 Semester Exam:	I M.A. : 91.89% II M.A.: 97.44%	Referred Files
	April 2018 Semester Exam:	I M.A. : 94.59% II M.A.: 97.37%	Referred Files
	November 2018 Semester Exam:	I M.A. : 99.44% II M.A.: 97.22%	Referred Files
Annual Curricular Plan		Staff Meetings are held at the beginning of the academic year as well as periodically to design and redesign the annual curricular plan (refer File)	Referred the Workload file  Individual Faculty and Common Workload Template on hourly basis must be formed
Attendance		Updated online on the College Attendance software on a day to day basis and periodic reports are generated and displayed on the Dept. Notice Board (refer File)	Referred File  

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**Vaishnav College**  
**Arumbakkam, Chennai - 600106.**

Coverage of Syllabus	Classes are planned based on the Syllabus with a timetable and the respective course teachers cover the syllabus accordingly	Self-Study Paper: The students can select the papers of their interest instead of the papers offered by the Department
<u>Teaching Diary and Teaching Notes</u> No of Teaching staff including contract/ Guest/PT: No Teachers submitted: No Teachers Not submitted with details:	Aided Staff : 2 Management Staff (Full-Time): 3 Management Staff (Part-Time): 3 Total No. of Teaching Staff: 8 Notes, Hand outs, e-materials and alternative methods are used by all the teachers (refer File)	The Panel strongly recommends 8 Full-Time/ Regular Faculty to be appointed
Conduct of Classes	Classes are conducted based on: Weekly Timetable Staff Workload (refer Files)	Weekly Timetable Available  Staff Workload has no template
Use of supplementary teaching tools and application of ICT	Smart Classrooms are available equipped with Teaching Tools	
Student Centric Activities	<b>Internships:</b> NGO, Block, Manufacturing, CSR and Service Sectors Rural Camp, Research Project Skill Labs/ Guest Lectures, Professional Body Meetings (NIPM, MMA) Outreach Programmes – HRD, Social Work (refer Files)	Extension Activities can be started  Basic Topics can be included in the Skill Labs   <b>PRINCIPAL</b>


Student Seminars	Each Student presents a seminar for each course per semester (refer File)	Available, Students can bring the expertise and conduct Group Seminars
Remedial Coaching	Academically weaker students are identified and remedial coaching is provided after class hours (refer File)	Available
Student Assignment	Each student submits an assignment for each course per semester which is considered for Internal Assessment (refer File)	Available
Student Feedback (Analysis done or not)	Student Feedback and Analysis of the same have been done (refer file)	Available
Conduct of Internal Examinations	Internal Examinations are conducted based on the instructions from the college – timetable is prepared and conducted systematically (refer File)	Available
Maintenance of Marks, Register/File	Marks are maintained in registers and filed (refer File)	Available
Library	The College Library is equipped with adequate books on Social Work	List of Journals and Books related to Social Work can be maintained in the Department

Laboratories		Field Work	Field Work Template can be improved			
e-Class Rooms		Not Available	E-Classrooms may be provided			
Computer & Internet		Available for all Staff Members	Available			
Sanitation		3 House Keeping Staff(Outsourced) have been deputed to maintain the Sanitation in the Department	Good			
Drinking Water Facilities		Adequate facilities are available (RO installed)	Good			
<b>Faculty Details</b>		Note: A brief CV of each faculty member may be attached, specifying details of honours, achievements, recognitions, publications, workshops, seminar participation, research experience, projects undertaken etc,. as an annexure				
Sl. No.	Name	Designation	Qualification	Experience (years)		Perm./Temp./ guest/ Contract/ visiting etc
				Total	In the college	
1	Dr. B. Sulu Priya	Assistant Professor & Head	MSW, PGDHRM, CIG,NET, Ph.D	13	13	Permanent
2	Dr. Akileswari S	Assistant Professor	MSW, SLET, NET, Ph.D	14	0.4	Permanent
3	Ms. M. Aruna Kumari	Assistant Professor	B.A. (Social Work), MSW, M.Phil, NET	20	20	Management
4	Ms. S. Vijayalakshmi	Assistant Professor	M.A. (SW), M.Phil, PGDHRM, NET	10.6	7.6	Management
5	Ms. M. K. Sindhu	Assistant Professor	MSW, M.B.A (HR), NET	6	6	Management
6	Dr. V. Sayee Kumar	Assistant Professor	M.A. (SW). M.A.(HRM), M.Phil, Ph.D	19	19	Management
7	Prof. Dhivya Sundarajan	Assistant Professor	MSW(HR), D.L.B, NET	9	10	Management
8	Prof. S. Narendran	Assistant Professor	MSW, M.Phil, NET	4	4	Management

1. Learning		N/A	Outcomes Not Evident	Emerging	Established	Highly Developed
1.1	The faculty has identified program learning outcomes that are current, measurable and based upon appropriate processes and evidence regarding the requirements of the discipline.				✓	
1.2	The faculty has identified student learning outcomes in its core coursework that are clear, measurable and based on an appropriate process to identify what students need to master in each course.				✓	
1.3	The faculty has an appropriate process for evaluating program and course-level learning outcomes on a regular basis taking into account best practices, stakeholder feedback and appropriate benchmarks in the field.				✓	
2. Curriculum and Co-Curriculum		N/A	Outcomes Not Evident	Emerging	Established	Highly Developed
2.1	The faculty collaborates regularly and effectively on the design of curriculum and planned improvements.				✓	
2.2	The faculty regularly analyzes the content and sequencing of courses as applicable in terms of achieving program learning outcomes.				✓	
2.3	The faculty regularly reviews the curriculum based on appropriate evidence including comparison with best practices where appropriate.				✓	
2.4	The program regularly incorporates appropriate complementary co-curricular activities and programs to supplement and support student learning				✓	
3. Teaching and Learning		N/A	Outcomes Not Evident	Emerging	Established	Highly Developed
3.1	The faculty regularly and effectively collaborates in designing, developing and delivering teaching methods that improve student learning throughout the program.				✓	
3.2	The faculty promotes the effective use of instructional materials and teaching tools, including technology as appropriate, for achieving student mastery of learning objectives.				✓	
3.3	The program regularly evaluates the effectiveness of teaching methods and the appropriateness of instructional materials.				✓	
3.4	The faculty analyze evaluation results on a regular basis and modify teaching methods to improve student learning.				✓	

3.5	The faculty engages in regular professional development that enhances its teaching, scholarship and practice.					✓
3.6	The program monitors student persistence and success in its courses and program and uses that data to inform improvements in the program and to optimize student success.					✓
<b>4. Student Learning Assessment</b>		N/A	Outcomes Not Evident	Emerging	Established	Highly Developed
4.1	The faculty uses indicators of student learning success that are aligned with program and student learning outcomes.		✓			
4.2	The faculty assesses student learning at multiple points throughout the program using a variety of assessment methods appropriate to the outcomes being assessed.		✓			
4.3	The program regularly implements continuous quality improvements based upon the results of its student learning assessments.		✓			
<b>5. Follow-up of Previous Audit</b>		N/A	Outcomes Not Evident	Emerging	Established	Highly Developed
5.1	There is documented evidence that the program has implemented the plans for its initiatives for improvement cited by the faculty in the previous self-study report including any changes to those initiatives for improvement.		✓			
5.2	There is documented evidence that recommendations made by the Academic Auditor Team have been considered and, when feasible and appropriate, implemented and tracked.		✓			

**Suggestions Overleaf**




  
**PRINCIPAL**  
 Dwaraka Doss Goverdhan Doss  
 Vaishnav College  
 Arumbakkam, Chennai - 600106.




## SUGGESTIONS:

1. The Department can conduct need based workshops like SPSS, Advanced knowledge in Excel, HR softwares etc.
2. Soft Skill Syllabus should be framed with the consultation of the Social Work Department and may be incorporated with the Social Work Syllabus.
3. Students can select interested papers for Self-Study.
4. The Panel recommends the Department to take up Funded Projects and Consulting Work.
5. **As per UGC/ University Guidelines, the Panel suggests the appointment of minimum of 8 Permanent/ Regular/ Full- Time Faculty in the Department.**
6. The Panel suggests the Department to focus on Publications in UGC Refereed Journals.
7. The Management may encourage faculty to participate and take up Training Programmes/ Workshops/ Seminars.
8. The Panel recommends the starting of Students' Association in the Department.
9. The Panel suggests developing Field work Template and also concentrating on Extension Activities.
10. The Panel strongly suggests the Department to develop into a Research Department offering M.Phil and Ph.D Programmes.

## Signatures

1.  (Dr. S. PARAMESVARAN)
2.  (Dr. Sindhu Sivan)
3.  (Mrs. GOVARDHAN DOSS)

  
**PRINCIPAL**  
Dwaraka Doss Goverdhan Doss  
Vaishnav College  
Arumbakkam, Chennai - 600106.




## DWARAKA DOSS GOVERDHAN DOSS VAISHNAV COLLEGE

(Autonomous, Linguistic Minority Institution, College with Potential for Excellence)

Arumbakkam, Chennai – 106.

### Academic Audit Report

Name of the Department		HRM		
Year of Establishment		2008		
Department Timing		9.30 AM – 3.00 PM		
Audit Panel Members' Name		Designation	Address	Contact Number/ email id
1.	Dr.G.F.ALBAN NISHANTH LALU	Assistant Professor	Department of Social Work, Madras Christian College, Chennai	9962255022 alban2482@yahoo. com
2.	Dr. LATIKA	Assistant Professor	Department of HRM, Dr.MGR Janaki College for Women, Chennai	9840718418 latika@rediffmail.c om
3.	Dr. A.Vinnarasi	Assistant Professor & Head	Soka Ikeda College of Arts and Science for Women	9566252488 mailwinc@gmail.co m
Date of Audit		12/02/2019		

  
**PRINCIPAL**  
Dwaraka Doss Goverdhan Doss  
Vaishnav College  
Arumbakkam, Chennai - 600106.

  
12/2  
  
12/2

Particulars		Observation	Remarks / Suggestions by the panel
<u>Courses Offered</u>	Strength		Application fee – Rs.260/-
MA (HRM)			
II	30		Students strength has been increased
I	40		from 30 to 40 students from the
			Academic year 2018-19
<u>Result of the last External Exam</u>			
<u>Courses offered</u>	Pass %		
I MA	97.5%		
II MA	96.67%		
Annual Curricular Plan		Review of Syllabus 2018	Planned BOS 2019
Attendance		Centralised college attendance followed	
Coverage of Syllabus		Wide coverage	Planning for replacement in the next BOS
<u>Teaching Diary and Teaching Notes</u> No of Teaching staff including contract/Guest/PT: No Teachers submitted: No Teachers Not submitted with details:		Part Time Faculty : 3 nos Full Time Faculty : 6 nos Total : 9	

Conduct of Classes	Lectures / PPT's / Group Presentation / Discussion	
Use of supplementary teaching tools and application of ICT	LCD / Multimedia / 3D / Teaching models	
Student Centric Activities	<ul style="list-style-type: none"> <li>▪ HRD workshop (12 + 1 Inauguration &amp; 1 Valedictory )</li> <li>▪ 40 Guest Lectures</li> <li>▪ Leadership Development programme</li> <li>▪ International study tour</li> <li>▪ Two Certification programs (Six Sigma / Nero Linguistic program (NLP))</li> <li>▪ Rural Camp</li> <li>▪ Management Fest</li> </ul>	

Student seminars	<ul style="list-style-type: none"> <li>▪ Community integration program</li> <li>▪ National study tour</li> <li>▪ Induction program</li> </ul>	
Remedial Coaching	Individual basis	
Student Assignment	Book review Subject based assignments	
Student Feedback (Analysis done or not)	Student feedback collected, analysis done	Feedback is good
Conduct of Internal Examinations	Two CIA (50 marks) One Model exam (100 marks)	
Maintenance of Marks, Register/File	Files maintained	

Library	614 books, 5 journal	People matters and NHRD Journal needed and the audit committee recommends				
Laboratories	NA					
e-Class Rooms	Smart classroom (2 nos) Seminar hall (150 capacity)	Suggesting for Wifi facility in class rooms				
Computer & Internet	Cubical for staff furnishing / Systems / Internet connection					
Sanitation	Rest rooms for Girls and Boys					
Drinking Water Facilities	RO Water facility in all the floors					
<b><u>Faculty Details</u></b>	Note: A brief CV of each faculty member may be attached, specifying details of honours, achievements, recognitions, publications, workshops, seminar participation, research experience, projects undertaken etc,. as an annexure					
Sl. No.	Name	Designation	Qualification	Experience (years)		Perm./Temp./guest/ Contract/visiting etc
				Total	In the college	
1	Dr.Sayee Kumar	HOD	M.A., M.Phil.,			



			MHRM., PGDGC, CIG., M.Sc., Ph.D	30 + years	19.5 years	Permanent
2	C.Thilaga	Asst Professor	M.A., (Social Work) M.A., UGC – NET, Human Rights	19 + years	19+ years	Permanent
3	Dhivya sundarrajan	Asst Professor	M.S.W., (HR), UGC - NETQ	10 years	9 years	Permanent
4	A.Pushpanathan	Asst Professor	M.A., (HRM), M.B.A., (HRM), UGC – NET with JRF	8 Years	5 years 7 months	Permanent
5	Narendran.S	Asst Professor	M.S.W., (HRM), M.Phil., UGC – NET.,	4 years	4 years 6 months	Permanent
6	Rumesh Shankar	Asst Professor	M.A., (HRM), UGC - NET.,	1.8 Months	1 year 8 months	Permanent
7	Dr. Sulupriya	Associate Professor	MSW., PGDHRM., Ph.D	14 years	14 years	Part Time

#### Research Guidance

Sl.No.	Faculty Name (Recognised Guides)	M.Phil. (Awarded/ submitted) - Nos.	Ph.D.( Awarded/ submitted)- Nos.	M.Phil. (Ongoing) - Nos.	Ph.D.(Ongoing) - Nos.
	NIL	NIL	NIL	NIL	NIL

*[Handwritten signatures and initials]*

Number of Research Projects Completed/ ongoing (Give details as an annexure)	
Any other Detail as deemed fit.	
<ul style="list-style-type: none"> <li>▪ No sponsored projects/only student research projects/staff can take up projects in association with corporates and UGC funded (Major and Minor).</li> <li>▪ Department can be encouraged to visit other academic institutions</li> </ul>	
<p>Please rate the quality of the academic program by placing a checkmark in the appropriate box to indicate whether the criterion is not applicable (N/A), not evident, emerging, established, or highly developed.</p> <p>If a particular criterion is inappropriate or not applicable to the program under review, the item will be marked NA.</p> <p><u>Not Evident</u> – the criterion statement was not addressed by the program in either its self-study report or appendices. Furthermore, questions about this criterion asked by the Academic Auditor Team at its site visit did not elicit responses that demonstrated that the criterion has been addressed or that a planning process is in place to address the criterion.</p> <p><u>Emerging</u> – the program has acknowledged the criterion statement as an area that has only recently been formally addressed. The program may have presented a planning process that it has put in place to address this criterion. It may have formulated initial plans to address this criterion but not have implemented the plan. Or, it may be that plans and processes are in place to address this criterion, but that these are in the initial stages of implementation.</p> <p><u>Established</u> – the program demonstrates that its plans, activities and assessments of the criterion are in place in an appropriate, reasonable and well-organized manner. Program faculty, and where applicable students and other stakeholders, are aware of and participate in continuous improvement processes related to the criterion.</p> <p><u>Highly Developed</u> – the program thoroughly exhibits that its plans, activities and assessments of the criterion are fully articulated and richly incorporated into the culture of the program including the active engagement of all faculty (full and part-time) as well as students and other stakeholders as pertinent to the criterion. Furthermore, the program shows how it uses the results of assessments regarding the criterion for ongoing improvement of performance in that</p>	

criterion.						
1. Learning		N/A	Outcomes Not Evident	Emerging	Established	Highly Developed
1.1	The faculty has identified program learning outcomes that are current, measurable and based upon appropriate processes and evidence regarding the requirements of the discipline.				✓	
1.2	The faculty has identified student learning outcomes in its core coursework that are clear, measurable and based on an appropriate process to identify what students need to master in each course.				✓	
1.3	The faculty has an appropriate process for evaluating program and course-level learning outcomes on a regular basis taking into account best practices, stakeholder feedback and appropriate benchmarks in the field.					✓
2. Curriculum and Co-Curriculum		N/A	Outcomes Not Evident	Emerging	Established	Highly Developed
2.1	The faculty collaborates regularly and effectively on the design of curriculum and planned improvements.				✓	
2.2	The faculty regularly analyzes the content and sequencing of courses as applicable in terms of achieving program learning outcomes.				✓	
2.3	The faculty regularly reviews the curriculum based on appropriate evidence including comparison with best practices where appropriate.					✓
2.4	The program regularly incorporates appropriate complementary co-curricular activities and programs to supplement and support student learning				✓	
3. Teaching and Learning		N/A	Outcomes Not Evident	Emerging	Established	Highly Developed
3.1	The faculty regularly and effectively collaborates in designing, developing and delivering teaching methods that improve student learning throughout the program.				✓	
3.2	The faculty promotes the effective use of instructional materials and teaching tools, including technology as appropriate, for achieving student mastery of learning objectives.				✓	
3.3	The program regularly evaluates the effectiveness of teaching methods and the appropriateness of instructional materials.				✓	

3.4	The faculty analyze evaluation results on a regular basis and modify teaching methods to improve student learning.				✓	
3.5	The faculty engages in regular professional development that enhances its teaching, scholarship and practice.				✓	
3.6	The program monitors student persistence and success in its courses and program and uses that data to inform improvements in the program and to optimize student success.				✓	
<b>4. Student Learning Assessment</b>		<b>N/A</b>	<b>Outcomes Not Evident</b>	<b>Emerging</b>	<b>Established</b>	<b>Highly Developed</b>
4.1	The faculty uses indicators of student learning success that are aligned with program and student learning outcomes.				✓	
4.2	The faculty assesses student learning at multiple points throughout the program using a variety of assessment methods appropriate to the outcomes being assessed.				✓	
4.3	The program regularly implements continuous quality improvements based upon the results of its student learning assessments.				✓	
<b>5. Follow-up of Previous Audit</b>		<b>N/A</b>	<b>Outcomes Not Evident</b>	<b>Emerging</b>	<b>Established</b>	<b>Highly Developed</b>
5.1	There is documented evidence that the program has implemented the plans for its initiatives for improvement cited by the faculty in the previous self-study report including any changes to those initiatives for improvement.				✓	
5.2	There is documented evidence that recommendations made by the Academic Auditor Team have been considered and, when feasible and appropriate, implemented and tracked.					✓

**Signatures**

1.

*[Signature]*  
12/2/2019.

2.

*[Signature]*  
12/2/19

3.

*[Signature]*

*[Signature]*

**PRINCIPAL**  
Dwaraka Doss Goverdhan Doss  
Vaishnav College  
Arumbakkam, Chennai - 600106.



## DWARAKA DOSS GOVERDHAN DOSS VAISHNAV COLLEGE

(Autonomous, Linguistic Minority Institution, College with Potential for Excellence)

Arumbakkam, Chennai – 106.

### Academic Audit Report

Name of the Department		B. Com (Honours)		
Year of Establishment		2011		
Department Timing		12.00 – 4.30 pm.		
Audit Panel Members' Name		Designation	Address	Contact Number/ email id
1.	Dr. J. JAYAKUMAR	Associate Professors	Dr. Ambedkar Govt Arts College Vyasaripadi, Ch-39	9443644192 jaya26074@gmail.com
2.	Dr. E. VISWANATHAN	H.O.D. Commerce	D.B. Jain College Thorapakkam Chennai – 97	9445372283 viswanathan ek@gmail.com
3.	Dr. A SATHYA JOYASI RANI	professor.	Valliammal College for women. Ch:102.	9841060277 sathyajoyasi1993@gmail.com
Date of Audit		1-2-2019		

  
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Particulars		Observation	Remarks / Suggestions by the panel
<u>Courses Offered</u>	Strength		
B.Com (Honours)			
I year	44	✓	
II year	33	✓	
III year	40	✓	
<u>Result of the last External Exam</u>			
<u>Courses offered</u>	Pass %		
I year	81.40 %	✓	
II year	78.79 %	✓	
III year	84.62 %	✓	Significant improvement in results.
Annual Curricular Plan	Symposium Guest lectures Seminar	✓	
Attendance	I yr II yr III yr } Manual & System	✓	Satisfactory
Coverage of Syllabus	Yes	✓	Designed to meet current global scenario.
<u>Teaching Diary and Teaching Notes</u>			
No of Teaching staff including contract/ Guest/PT: 1+3+2		✓	
No Teachers submitted: 6			



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No Teachers Not submitted with details:		
Conduct of Classes I yr - 5 hrs II yr - 5 hrs III yr - 5 hrs } 15 hrs	✓	-
Use of supplementary teaching tools and application of ICT NIL	✓	ICT enabled class rooms should be provided.
Student Centric Activities Guest Lectures & Symposium	✓	well trained resource persons are invited.
Student seminars within the classroom	✓	
Remedial Coaching Before College hours	✓	Properly conducted
Student Assignment Part of Internal assessment.	✓	
Student Feedback (Analysis done or not) Done	✓	Records are properly maintained and fairly assessed.
Conduct of Internal Examinations 2 CIA's & Yes 1 Model Exam per Semester	✓	As per schedule Properly conducted.
Maintenance of Marks, Register/File Yes	✓	

Library - General (Yes)	✓	
Laboratories - No	✓	
e-Class Rooms - No	✓	
Computer & Internet - Yes [In the department]	✓	
Sanitation - Yes	✓	
Drinking Water Facilities - Yes	✓	

#### Faculty Details

Note: A brief CV of each faculty member may be attached, specifying details of honours, achievements, recognitions, publications, workshops, seminar participation, research experience, projects undertaken etc., as an annexure

Sl. No.	Name	Designation	Qualification	Experience (years)		Perm./Temp./ guest/ Contract/ visiting etc
				Total	In the college	
01.	Dr. B. Vijayakumar	H.O.D	M.Com; M.Phil; BGL; M.B.A; SLET; Ph.D	23 yrs	23 yrs	Permanent
02.	Ms. S. Mallika	Asst. Prof.	M.Com; M.Phil	6 yrs	6 yrs	Permanent
03.	Ms. R. Sindhu	Asst. Prof	M.Com; M.Phil; M.B.A; SLET	6 yrs	6 yrs	Permanent
04.	Ms. T. Shobana	Asst. Prof	M.Com; B.M; NET; SLET	14 months	6 months	Permanent

05.	Ms. T.R. Ramya	Asst. Prof	BES, M.B.A; SET	6 yrs	6 yrs	Permanent
06.	Mr. P. Jayakumar	Asst. Prof	M.Com; M.Phil; NET; M.B.A. Ph.D.	18 yrs	4 yrs	Permanent

#### Research Guidance

Sl.No.	Faculty Name (Recognised Guides)	M.Phil. (Awarded/ submitted) - Nos.	Ph.D.( Awarded/ submitted) - Nos.	M.Phil. (Ongoing) - Nos.	Ph.D.(Ongoing) - Nos.
	NA	NA	NA	NA	NA

Number of Research Projects Completed/ ongoing (Give details as an annexure)

Any other Detail as deemed fit.

Not applicable.

  
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Dwaraka Doss Goverdhan Doss  
Vaijnay College  
Arumbakkam, Chennai - 600106.

Please rate the quality of the academic program by placing a checkmark in the appropriate box to indicate whether the criterion is not applicable (N/A), not evident, emerging, established, or highly developed.

If a particular criterion is inappropriate or not applicable to the program under review, the item will be marked NA.

Not Evident – the criterion statement was not addressed by the program in either its self-study report or appendices. Furthermore, questions about this criterion asked by the Academic Auditor Team at its site visit did not elicit responses that demonstrated that the criterion has been addressed or that a planning process is in place to address the criterion.

Emerging – the program has acknowledged the criterion statement as an area that has only recently been formally addressed. The program may have presented a planning process that it has put in place to address this criterion. It may have formulated initial plans to address this criterion but not have implemented the plan. Or, it may be that plans and processes are in place to address this criterion, but that these are in the initial stages of implementation.

Established – the program demonstrates that its plans, activities and assessments of the criterion are in place in an appropriate, reasonable and well-organized manner. Program faculty, and where applicable students and other stakeholders, are aware of and participate in continuous improvement processes related to the criterion.

Highly Developed – the program thoroughly exhibits that its plans, activities and assessments of the criterion are fully articulated and richly incorporated into the culture of the program including the active engagement of all faculty (full and part-time) as well as students and other stakeholders as pertinent to the criterion. Furthermore, the program shows how it uses the results of assessments regarding the criterion for ongoing improvement of performance in that criterion.

1. Learning		N/A	Outcomes Not Evident	Emerging	Established	Highly Developed
1.1	The faculty has identified program learning outcomes that are current, measurable and based upon appropriate processes and evidence regarding the requirements of the discipline.					✓
1.2	The faculty has identified student learning outcomes in its core coursework that are clear, measurable and based on an appropriate process to identify what students need to master in each course.					✓
1.3	The faculty has an appropriate process for evaluating program and course-level learning outcomes on a regular basis taking into account best practices,					✓

	stakeholder feedback and appropriate benchmarks in the field.					✓
<b>2. Curriculum and Co-Curriculum</b>		<b>N/A</b>	<b>Outcomes Not Evident</b>	<b>Emerging</b>	<b>Established</b>	<b>Highly Developed</b>
2.1	The faculty collaborates regularly and effectively on the design of curriculum and planned improvements.					✓
2.2	The faculty regularly analyzes the content and sequencing of courses as applicable in terms of achieving program learning outcomes.					✓
2.3	The faculty regularly reviews the curriculum based on appropriate evidence including comparison with best practices where appropriate.					✓
2.4	The program regularly incorporates appropriate complementary co-curricular activities and programs to supplement and support student learning					✓
<b>3. Teaching and Learning</b>		<b>N/A</b>	<b>Outcomes Not Evident</b>	<b>Emerging</b>	<b>Established</b>	<b>Highly Developed</b>
3.1	The faculty regularly and effectively collaborates in designing, developing and delivering teaching methods that improve student learning throughout the program.					✓
3.2	The faculty promotes the effective use of instructional materials and teaching tools, including technology as appropriate, for achieving student mastery of learning objectives.					✓
3.3	The program regularly evaluates the effectiveness of teaching methods and the appropriateness of instructional materials.					✓
3.4	The faculty analyze evaluation results on a regular basis and modify teaching methods to improve student learning.					✓
3.5	The faculty engages in regular professional development that enhances its teaching, scholarship and practice.					✓
3.6	The program monitors student persistence and success in its courses and program and uses that data to inform improvements in the program and to optimize student success.					✓
<b>4. Student Learning Assessment</b>		<b>N/A</b>	<b>Outcomes Not Evident</b>	<b>Emerging</b>	<b>Established</b>	<b>Highly Developed</b>
4.1	The faculty uses indicators of student learning success that are aligned with program and student learning outcomes.					✓
4.2	The faculty assesses student learning at multiple points throughout the					



	program using a variety of assessment methods appropriate to the outcomes being assessed.					✓
4.3	The program regularly implements continuous quality improvements based upon the results of its student learning assessments.					✓
<b>5. Follow-up of Previous Audit</b>		<b>N/A</b>	<b>Outcomes Not Evident</b>	<b>Emerging</b>	<b>Established</b>	<b>Highly Developed</b>
5.1	There is documented evidence that the program has implemented the plans for its initiatives for improvement cited by the faculty in the previous self-study report including any changes to those initiatives for improvement.					✓
5.2	There is documented evidence that recommendations made by the Academic Auditor Team have been considered and, when feasible and appropriate, implemented and tracked.					✓

#### Signatures

1. DR. E. VISWANATHAN E. V. 01.02.19

2. DR. A. SAGAYA JOHNSI RANI 11.2.19

3. DR. J. JAYAKUMAR - J. Jayakumar  
**Dr. J. JAYAKUMAR** M.Com., M.Phil., Ph.D.,  
 Associate Professor & Head,  
 PG & Research Dept. Of Commerce  
 Dr. Ambedkar Govt. Arts College  
 Vyasarpadi, Chennai - 600 039.

**Dr. A. Sagaya Johnsni Rani,**

M.Com., M.Phil., M.Ed., Ph.D.,

Professor

Valliammal College for Women, Chennai-102.

Associate Editor

MTC Global Journal of Management

**PRINCIPAL**

**Dwaraka Doss Goverdhan Doss**  
**Vaishnav College**  
**Arumbakkam, Chennai - 600106.**

**B. Vijayakumar**

**Dr. B. VIJAYAKUMAR**

M.Com., M.Phil., B.G.L., M.B.A., Ph.D.

Advisor & Head, Department of B.Com (Hons)

**D.G. VAISHNAV COLLEGE**

**Arumbakkam, Chennai - 600 106.**



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1. Learning		N/A	Outcomes Not Evident	Emerging	Established	Highly Developed
1.1	The faculty has identified program learning outcomes that are current, measurable and based upon appropriate processes and evidence regarding the requirements of the discipline.					✓
1.2	The faculty has identified student learning outcomes in its core coursework that are clear, measurable and based on an appropriate process to identify what students need to master in each course.					✓
1.3	The faculty has an appropriate process for evaluating program and course-level learning outcomes on a regular basis taking into account best practices,					✓

	stakeholder feedback and appropriate benchmarks in the field.					✓
<b>2. Curriculum and Co-Curriculum</b>		<b>N/A</b>	<b>Outcomes Not Evident</b>	<b>Emerging</b>	<b>Established</b>	<b>Highly Developed</b>
2.1	The faculty collaborates regularly and effectively on the design of curriculum and planned improvements.					✓
2.2	The faculty regularly analyzes the content and sequencing of courses as applicable in terms of achieving program learning outcomes.					✓
2.3	The faculty regularly reviews the curriculum based on appropriate evidence including comparison with best practices where appropriate.					✓
2.4	The program regularly incorporates appropriate complementary co-curricular activities and programs to supplement and support student learning					✓
<b>3. Teaching and Learning</b>		<b>N/A</b>	<b>Outcomes Not Evident</b>	<b>Emerging</b>	<b>Established</b>	<b>Highly Developed</b>
3.1	The faculty regularly and effectively collaborates in designing, developing and delivering teaching methods that improve student learning throughout the program.					✓
3.2	The faculty promotes the effective use of instructional materials and teaching tools, including technology as appropriate, for achieving student mastery of learning objectives.					✓
3.3	The program regularly evaluates the effectiveness of teaching methods and the appropriateness of instructional materials.					✓
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3.6	The program monitors student persistence and success in its courses and program and uses that data to inform improvements in the program and to optimize student success.					✓
<b>4. Student Learning Assessment</b>		<b>N/A</b>	<b>Outcomes Not Evident</b>	<b>Emerging</b>	<b>Established</b>	<b>Highly Developed</b>
4.1	The faculty uses indicators of student learning success that are aligned with program and student learning outcomes.					✓
4.2	The faculty assesses student learning at multiple points throughout the program using a variety of assessment methods appropriate to the outcomes					✓

	being assessed.					
4.3	The program regularly implements continuous quality improvements based upon the results of its student learning assessments.					✓
<b>5. Follow-up of Previous Audit</b>		<b>N/A</b>	<b>Outcomes Not Evident</b>	<b>Emerging</b>	<b>Established</b>	<b>Highly Developed</b>
5.1	There is documented evidence that the program has implemented the plans for its initiatives for improvement cited by the faculty in the previous self-study report including any changes to those initiatives for improvement.					✓
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### Signatures


1. DR. A. SAGAYA JOHNSI RANI 
2. DR. E. VISWANATHAN 
3. DR. J. JAYAKUMAR 

**Dr. A. Sagaya Johnsi Rani,**  
M.Com., M.Phil., M.Ed., Ph.D.,  
Professor  
Valliammal College for Women, Chennai-102.  
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MTC Global Journal of Management

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Associate Professor & Head,  
PG & Research Dept. Of Commerce  
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**PRINCIPAL**  
Dwaraka Doss Govardhan Doss  
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1.1	The faculty has identified program learning outcomes that are current, measurable and based upon appropriate processes and evidence regarding the requirements of the discipline.					✓
1.2	The faculty has identified student learning outcomes in its core coursework that are clear, measurable and based on an appropriate process to identify what students need to master in each course.					✓
1.3	The faculty has an appropriate process for evaluating program and course-level learning outcomes on a regular basis taking into account best practices,					✓



	stakeholder feedback and appropriate benchmarks in the field.					✓
<b>2. Curriculum and Co-Curriculum</b>		N/A	Outcomes Not Evident	Emerging	Established	Highly Developed
2.1	The faculty collaborates regularly and effectively on the design of curriculum and planned improvements.					✓
2.2	The faculty regularly analyzes the content and sequencing of courses as applicable in terms of achieving program learning outcomes.					✓
2.3	The faculty regularly reviews the curriculum based on appropriate evidence including comparison with best practices where appropriate.				✓	
2.4	The program regularly incorporates appropriate complementary co-curricular activities and programs to supplement and support student learning					✓
<b>3. Teaching and Learning</b>		N/A	Outcomes Not Evident	Emerging	Established	Highly Developed
3.1	The faculty regularly and effectively collaborates in designing, developing and delivering teaching methods that improve student learning throughout the program.					✓
3.2	The faculty promotes the effective use of instructional materials and teaching tools, including technology as appropriate, for achieving student mastery of learning objectives.				✓	
3.3	The program regularly evaluates the effectiveness of teaching methods and the appropriateness of instructional materials.					✓
3.4	The faculty analyze evaluation results on a regular basis and modify teaching methods to improve student learning.					✓
3.5	The faculty engages in regular professional development that enhances its teaching, scholarship and practice.					✓
3.6	The program monitors student persistence and success in its courses and program and uses that data to inform improvements in the program and to optimize student success.					✓
<b>4. Student Learning Assessment</b>		N/A	Outcomes Not Evident	Emerging	Established	Highly Developed
4.1	The faculty uses indicators of student learning success that are aligned with program and student learning outcomes.				✓	
4.2	The faculty assesses student learning at multiple points throughout the					

	program using a variety of assessment methods appropriate to the outcomes being assessed.					✓
4.3	The program regularly implements continuous quality improvements based upon the results of its student learning assessments.					✓
<b>5. Follow-up of Previous Audit</b>		<b>N/A</b>	<b>Outcomes Not Evident</b>	<b>Emerging</b>	<b>Established</b>	<b>Highly Developed</b>
5.1	There is documented evidence that the program has implemented the plans for its initiatives for improvement cited by the faculty in the previous self-study report including any changes to those initiatives for improvement.					✓
5.2	There is documented evidence that recommendations made by the Academic Auditor Team have been considered and, when feasible and appropriate, implemented and tracked.					✓

#### Signatures

1. Dr. J. JAYAKUMAR -

2. Dr. E. VISWANATHAN Ekhw

3. Dr. A. SAGAYA JOHNSI RANI  
01.02.19  
11/2/19

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**PRINCIPAL**  
**Dwaraka Doss Goverdhan Doss**  
Vaishnav College  
Arumbakkam, Chennai - 600106.





## DWARAKA DOSS GOVERDHAN DOSS VAISHNAV COLLEGE

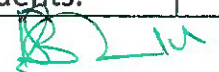
(Autonomous, Linguistic Minority Institution, College with Potential for Excellence)

Arumbakkam, Chennai – 106.

### Academic Audit Report

Name of the Department		MATHEMATICS WITH COMPUTER APPLICATIONS - SHIFT II		
Year of Establishment		2011		
Department Timing		2.00PM – 6.30PM		
Audit Panel Members' Name		Designation	Address	Contact Number/ email id
1.	Dr. M. Anantha Narayanan	Associate professor	Department of Mathematics, A.M.Jain college, Meenambakkam, Chennai.	9841779162
2.	Dr. Jayashree Fernandes	Associate professor & Head	Department of Mathematics, M.O.P.Vaishnav college, Chennai	9940684555
3.	Dr. K.C. Raajasekar	Assistant Professor	Department of Mathematics Presidency College, Chennai	9840839609

Student Centric Activities	Mathfruition, a regular annual inter-collegiate cultural programme is organised and conducted by the students. This is done to enable them to enhance their organising skills and interactive nature. Also Maths Exhibition was conducted.	Photos verified.
Student seminars	Regularly done in all classes during class hours.	Observed a session. Their communication skills should be improved.
Remedial Coaching	The class is divided into smaller groups wherein the weaker students get help from the students of their group in maintaining the notes as well as understanding the concepts.	Every group should have atleast one bright student.
Student Assignment	Regular assignments are given to the students to prepare them for the semester examination.	Observed through the students feedback.
Student Feedback (Analysis done or not)	10% of Students randomly selected from each Class and Feedback is obtained from these Students.	Yes. Available



Conduct of Internal Examinations	Two Continuous Internal Assessment (CIA) tests and One Model Exam are conducted for each Semester.	Available.
Maintenance of Marks, Register/File	Soft and Hard copy are available.	Yes. Observed.
Library	Sufficient Books available for reference.	Inspection done in Library during the audit.
Laboratories	Students share the computer science department lab during practical sessions.	A separate lab may be provided as the student strength crosses 100.
e-Class Rooms	Management is taking steps to convert the present class rooms into Smart class rooms.	The Traditional way of teaching Mathematics should also be continued in every class room.
Computer & Internet	i) Apart from practical classes the students are not able to access computer and internet. ii) Computer with internet facility is available for staff to update student attendance and for departmental activities.	Controlled internet facility may be provided for students.
Sanitation	Rest rooms provided in the Main Building for Students : For Boys : 6 For Girls : 6 For Staff: Male : 3 Female : 3	For growing Student and Staff Strength some more Rest rooms may be provided.

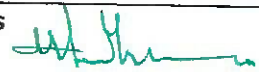
Drinking Water Facilities			RO Water Plant is provided.			Yes. Available.		
<b>Faculty Details</b>		Note: A brief CV of each faculty member may be attached, specifying details of honours, achievements, recognitions, publications, workshops, seminar participation, research experience, projects undertaken etc., as an annexure						
Sl. No	Name	Designation	Qualification	Experience (years)				Perm./Temp./ guest/ Contract/ visiting etc
				Total		In the college		
				Year	Month	Year	Month	
1	Mr. K. Narayanan	Asso. Professor and Advisor	M.Sc., M.Phil., B.Ed., DCA.	27	4	27	4	Permanent
2	Ms. B. Sangeetha	Asst. Professor	M.Sc., M.Phil., SET	7		7		Permanent
3	Ms. G. Jayanthi	Asst. Professor	M.Sc., M.Phil., SET	9	6	6		Permanent
4	Ms. S. Tamilselvi	Asst. Professor	M.Sc., M.Phil.	5	5	4	4	Permanent
5	Mr. P. Thirumal	Asst. Professor	M.Sc., M.Phil, D.T.Ed., NET, SET.	4		4		Permanent
6	Ms. S. Uthra	Asst. Professor	M.Sc., M.Phil., SET	4		3	6	Permanent
7	Ms. C. Yuvarani	Asst. Professor	M.Sc., M.Phil.	5	6	3	6	Permanent
8	Ms. J. Kavitha	Asst. Professor	M.Sc., M.Phil., SET	11		2		Permanent
9	Dr. P. Vijayalakshmi	Asst. Professor	M.Sc., M.Phil., Ph.D.	11	6	1	6	Permanent
10	Dr. K. Priyadrashini	Asst. Professor	M.Sc., M.Phil., Ph.D., B.Ed.	2		1	6	Permanent
11	Mr. P. Karnan	Asst. Professor	M.Sc., M.Phil., B.Ed., SET	7			5	Permanent
12	Mr. C. Sathish	Asst. Professor	M.Sc., PGDCA, SET		5		5	Permanent
13	Mr. V. Dhamodharan	Asst. Professor	M.Sc., M.Phil. B.Ed., SET.		2		2	Contract

6 | Page

3.3	The program regularly evaluates the effectiveness of teaching methods and the appropriateness of instructional materials.			√		
3.4	The faculty analyse evaluation results on a regular basis and modify teaching methods to improve student learning.				√	
3.5	The faculty engages in regular professional development that enhances its teaching, scholarship and practice.				√	
3.6	The program monitors student persistence and success in its courses and program and uses that data to inform improvements in the program and to optimize student success.				√	
<b>4. Student Learning Assessment</b>		N/A	Outcomes Not Evident	Emerging	Established	Highly Developed
4.1	The faculty uses indicators of student learning success that are aligned with program and student learning outcomes.				√	
4.2	The faculty assesses student learning at multiple points throughout the program using a variety of assessment methods appropriate to the outcomes being assessed.				√	
4.3	The program regularly implements continuous quality improvements based upon the results of its student learning assessments.				√	
<b>5. Follow-up of Previous Audit</b>		N/A	Outcomes Not Evident	Emerging	Established	Highly Developed
5.1	There is documented evidence that the program has implemented the plans for its initiatives for improvement cited by the faculty in the previous self-study report including any changes to those initiatives for improvement.					√
5.2	There is documented evidence that recommendations made by the Academic Auditor Team have been considered and, when feasible and appropriate, implemented and tracked.					√

Signatures

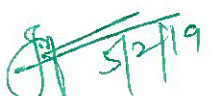
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05.02.2019

DR. M. ANANTHANARAYANAN, Assoc. Prof  
A. M. Jain college, Chennai-114

2.



Dr. FERNANDES JAYASHREE  
HEAD, DEPT OF MATHEMATICS, M.O.P. VAISHNAV COLLEGE  
FOR WOMEN, CHENNAI-34.

3.



Dr. K.C. RAJASEKAR, ASST. PROFESSOR,

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05/02/19

DEPT. OF MATHEMATICS, PRESIDENCY COLLEGE, CHENNAI-5.

  
PRINCIPAL

Dwaraka Doss Goverdhan Doss  
Vaishnav College  
Ambakkam Chennai - 600106.




**DWARAKA DOSS GOVERDHAN DOSS VAISHNAV COLLEGE**  
(Autonomous, Linguistic Minority Institution, College with Potential for Excellence)  
Arumbakkam, Chennai – 106.


**Academic Audit Report**

Name of the Department		<b>PHYSICS</b>		
Year of Establishment		B.Sc (PHYSICS WITH COMPUTER APPLICATIONS): 2011-2012 M.Sc (PHYSICS): 2000-2001		
Department Timing		2 PM TO 6.30 PM		
Audit Panel Members' Name		Designation	Address	Contact Number/ email id
1.	<b>Dr. K Sakthi Murugesan,</b> M.A. (Pub)., M.Sc., M.Phil., M.Sc, (Psy)., Ph.D.,	Associate Professor & Head	PG and Research Department of Physics, Presidency College, Chennai – 600 005.	9884453202
2.	<b>Dr. P. Murugakoothan,</b> M.Sc., M.Phil., Ph.D.	Associate Professor	PG and Research Department of Physics, Pachaiyappa's College, Chennai – 600 030.	9444447586
3.	<b>Dr. J. Madhavan,</b> M.Sc., B.Ed., M.Phil., PGDCA, MBA, MA, Ph.D.	Associate Professor	PG and Research Department of Physics, Loyola College, Chennai – 600 034.	9840479638
Date of Audit		07-03-2019		
<b>Particulars</b>		<b>Observation</b>	<b>Remarks/Suggestions by the panel</b>	
<u>Courses Offered</u>	<u>Strength</u>	The strength for the current year 2018- 2019 has been increased from 30 to 40 for B.Sc (PCA). The strength of M.Sc. is 26 per class.	We observe that, there is a revival of interest in Basic Sciences, a course on B.Sc. (Physics) can also be started.	
B.Sc (PCA)	99			
M.Sc (PHYSICS )	52			



Result of the last External Exam		Observation	Remarks/Suggestions by the panel
Courses offered	Pass %	It is generally observed that some students come from sub-urban areas of Chennai, where the fundamental understanding of the subject is weak. Since PCA course requires to study both Physics and Computers, they find it difficult to score marks. Hence pass percentage is low.	Admit students who have scored above 60% in the XII th examination. Conduct a bridge course in the first year, so that the basic principles of Physics and Computer are made understandable. This might make the students feel confident about the subject.
I PCA	44		
II PCA	37		
III PCA	26		
I MSc	76		
II MSc	88		
Annual Curricular Plan		Two CIA tests and a Model examination are conducted in each Semester. Also assignments, seminars are conducted.	Good
Attendance		1. Attendance Registers are maintained. 2. OD and ML forms are maintained. 3. Following Online Attendance system.	Good
Coverage of Syllabus		The syllabus assigned to each teacher makes sure that his/her portion is divided into 3 parts. Each part is covered for the CIA test. In this manner, the entire syllabus is covered by the respective teachers. Additionally assignments are given by the teachers to enhance and make sure that the student is well prepared. Small seminars in the portions completed by the teachers are asked to take by the students to improve their study skills. Periodic meeting of Head along with staff members is conducted to review the Coverage of Syllabus.	Satisfactory.  We would like to suggest that experts be invited to deliver talks on specific topics.
Teaching Diary and Teaching Notes		11 11 Nil	YES  
No of Teaching staff including contract/Guest/PT:			
No Teachers submitted:			
No Teachers Not submitted with details:			

Conduct of Classes	A given day consists of 5 hours. So each week the teacher gets 8 hours of teaching and 10 hours of practical classes. The teachers mainly follow blackboard teaching. They give lot of real examples and try to make the subject more easy and interesting. The teacher gives Notes to the students for topics considered difficult and also the topics which are not easily available in books. Sometimes AV aids are used.	Satisfactory
Use of supplementary teaching tools and application of ICT	Yes, the Department is provided with Projector and Screen to enable both the students and teachers to use AV technique to learn new topics to make presentations.	We appreciate the Management of the College for providing the Department with Projector.
Student Centric Activities	Yes. Competitions like Quiz, Paper presentation, Working model, Debate are conducted. Students are also encouraged to visit other colleges to participate in various events like Seminars, and Physics based competitions.	Certificate programmes in Physics and other subjects be conducted.  Competitions involving the Science streams can be conducted which will be beneficial and interesting for the students.
Student seminars	As a component of the internal assessment, the student takes seminars.	Good
Remedial Coaching	Students with poor marks and weak students are identified by the respective class teachers and appropriate help is given.	Good
Student Assignment	Periodical assignments are given to the students.	Good
Student Feedback (Analysis done or not)	Yes (enclosed).	Yes, Analysis is done and the report is provided.
Conduct of Internal Examinations	As per the college calendar, the internal examinations are conducted for the benefit of students.	Good
Maintenance of Marks, Register/File	Yes. All the marks are maintained.	Yes. The records are maintained.

Library	<p>Our Department library has about 730 books. It includes reference books for all PG papers such as Classical Mechanics, Quantum Mechanics and Solid State Physics. PG students are benefitted by the Department library. The library also has books viz., Fundamentals of Physics, Problems in Quantum Mechanics, CSIR-UGC Physics in helping students to prepare for NET, SET, JEST, IIT-JAM EXAMS.</p> <p>(Book list enclosed).</p>	<p>We are happy to observe that the Department Library is well organised.</p> <p>We recommend that every year the management sanctions grant to buy books to enrich the library.</p>
Laboratories	<p>The M.Sc. and B.Sc. labs are spacious and equipped with necessary infrastructure. In the Labs, both Electronic and General experiments are carried out. Every year contingency is provided to purchase the components for electronic experiments. Apart from this every year grant is sanctioned to purchase non- consumables for B.Sc. and M.Sc. Service of the instruments and Computers is periodically done.</p> <p>(List enclosed).</p>	<p>We recommend that a separate computer lab be provided for the Department which will be useful for both B.Sc. (Physics with Computer Applications) and M.Sc. (Physics).</p>
e-Class Rooms	<p>The Department is provided with Wi-Fi connectivity. Gyan Darshan, Seminar Halls are available in the College that can function as e-Class-rooms.</p>	Satisfactory
Computer & Internet	<p>We have more than twenty computers for students and two computers for Staff with Internet facility.</p>	<p>Satisfactory.</p> <p>If possible equip the Staff with Laptops.</p>
Sanitation	<p>Maintained by the college regularly.</p>	Good
Drinking Water Facilities	<p>The college has RO plant providing excellent drinking water facility.</p>	<p>Good</p> 

<b>Faculty Details</b>		<i>Note: A brief CV of each faculty member may be attached, specifying details of honours, achievements, recognitions, publications, workshops, seminar participation, research experience, projects undertaken etc., as an annexure</i>				
Sl. No No.	Name	Designation	Qualification	Experience (years)		Perm./Temp./guest/Contract/visiting etc.
				Total	In the college	
1	Dr. D. Shyamala	Advisor and Head	M.Sc., M.Phil., M.E Ph.D.	18Years	D.G.Vaishnav College	Permanent
2	Dr. B. Sylaja	Assistant Professor	M.Sc., M.Phil., Ph.D.	15 years 06 months	D.G.Vaishnav College	Permanent
3	Dr. Z. Delci	Assistant Professor	M.Sc., M.Phil., Ph.D.	5 Years 3 Months	Idhaya College, Kumbakonam.	Permanent
				10 Years 6 Months	D.G.Vaishnav College	
4	Dr. P. Arularasan	Assistant Professor	M.Sc., Ph.D.	3 Years 7 Months	D.G.Vaishnav College	Permanent
5	Dr. C. Ramathilagam	Assistant Professor	M.Sc., M.Phil., Ph.D.	4 Years 9 Months	AVVM SPC, Thanjavur	Permanent
				5 Years 9 Months	AMET, Chennai	
				3 Years 6 Months	D.G.Vaishnav College	
6	Ms. M. Amudha	Assistant Professor	M.Sc., M.Phil., SET, (PhD)	6 Months	Bharathi Arts and Science College	Permanent
				4 Years	Bhaktavatsalam College	
				1 Year 4 Months	Kings College	

				9 Years 10 Months	Aalim Muhammed Salegh College	
				2 Years 7 Months	D.G.Vaishnav College	
7	Dr. A. Chinnammal Janaki	Assistant Professor	M.Sc., M.Phil., PGDCA, Ph.D.	1 Year	GACW College, Tiruchendur	Permanent
				2 Years	SIVET College	
				1 Year 1 Month	MCC College	
				2 Years	D.G.Vaishnav College	
8	Ms. K. Gomathi	Assistant Professor	M.Sc., B.Ed., M.Phil., SET., (Ph.D.)	2 Years 7 Months	D.G.Vaishnav College	Permanent
9	K. Saikumar	Assistant Professor	M.Sc., M.Phil., SET	1 Year	Sriram Engineering College	Permanent
				5 Months	D.G.Vaishnav College	
10	Ms. K. Laavanya	Assistant Professor	M.Sc., M.Phil.	7 Years 8 Months	D.G.Vaishnav College	Permanent
11	Ms. A. Ramya	Assistant Professor	M.Sc., M.Phil.	8 Months	Ethiraj College	Permanent
				2 Years 7 Months	D.G.Vaishnav College	

  
PRINCIPAL

Research Guidance : NOT APPLICABLE

Sl.No.	Faculty Name (Recognised Guides)	M.Phil. (Awarded/ submitted) - Nos.	Ph.D.( Awarded/ submitted) - Nos.	M.Phil. (Ongoing) - Nos.	Ph.D.(Ongoing) - Nos.
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Number of Research Projects Completed/ongoing (Give details as an annexure)

Any other Detail as deemed fit.

Please rate the quality of the academic program by placing a checkmark in the appropriate box to indicate whether the criterion is not applicable (N/A), not evident, emerging, established, or highly developed.


If a particular criterion is inappropriate or not applicable to the program under review, the item will be marked NA.

Not Evident – the criterion statement was not addressed by the program in either its self-study report or appendices. Furthermore, questions about this criterion asked by the Academic Auditor Team at its site visit did not elicit responses that demonstrated that the criterion has been addressed or that a planning process is in place to address the criterion.

Emerging – the program has acknowledged the criterion statement as an area that has only recently been formally addressed. The program may have presented a planning process that it has put in place to address this criterion. It may have formulated initial plans to address this criterion but not have implemented the plan. Or, it may be that plans and processes are in place to address this criterion, but that these are in the initial stages of implementation.

Established – the program demonstrates that its plans, activities and assessments of the criterion are in place in an appropriate, reasonable and well-organized manner. Program faculty, and where applicable students and other stakeholders, are aware of and participate in continuous improvement processes related to the criterion.

Highly Developed – the program thoroughly exhibits that its plans, activities and assessments of the criterion are fully articulated and richly incorporated into the culture of the program including the active engagement of all faculty (full and part-time) as well as students and other stakeholders as pertinent to the criterion. Furthermore, the program shows how it uses the results of assessments regarding the criterion for ongoing improvement of performance in that criterion.

1. Learning	N/A	Outcomes Not Evident	Emerging	Established	Highly Developed
1.1 The faculty has identified program learning outcomes that are current, measurable and based upon appropriate processes and evidence regarding the requirements of the discipline.				✓	
1.2 The faculty has identified student learning outcomes in its core coursework that are clear, measurable and based on an appropriate process to identify what students need to master in each course.				✓	



1.3	The faculty has an appropriate process for evaluating program and course-level learning outcomes on a regular basis taking into account best practices, stakeholder feedback and appropriate benchmarks in the field.				✓	
<b>2. Curriculum and Co-Curriculum</b>		N/A	<b>Outcomes Not Evident</b>	<b>Emerging</b>	<b>Established</b>	<b>Highly Developed</b>
2.1	The faculty collaborates regularly and effectively on the design of curriculum and planned improvements.				✓	
2.2	The faculty regularly analyzes the content and sequencing of courses as applicable in terms of achieving program learning outcomes.				✓	
2.3	The faculty regularly reviews the curriculum based on appropriate evidence including comparison with best practices where appropriate.				✓	
2.4	The program regularly incorporates appropriate complementary co-curricular activities and programs to supplement and support student learning					✓
<b>3. Teaching and Learning</b>		N/A	<b>Outcomes Not Evident</b>	<b>Emerging</b>	<b>Established</b>	<b>Highly Developed</b>
3.1	The faculty regularly and effectively collaborates in designing, developing and delivering teaching methods that improve student learning throughout the program.					✓
3.2	The faculty promotes the effective use of instructional materials and teaching tools, including technology as appropriate, for achieving student mastery of learning objectives.				✓	
3.3	The program regularly evaluates the effectiveness of teaching methods and the appropriateness of instructional materials.				✓	
3.4	The faculty analyze evaluation results on a regular basis and modify teaching methods to improve student learning.				✓	
3.5	The faculty engages in regular professional development that enhances its teaching, scholarship and practice.				✓	
3.6	The program monitors student persistence and success in its courses and program and uses that data to inform improvements in the program and to optimize student success.					✓

4. Student Learning Assessment		N/A	Outcomes Not Evident	Emerging	Established	Highly Developed
4.1	The faculty uses indicators of student learning success that are aligned with program and student learning outcomes.				✓	
4.2	The faculty assesses student learning at multiple points throughout the program using a variety of assessment methods appropriate to the outcomes being assessed.				✓	
4.3	The program regularly implements continuous quality improvements based upon the results of its student learning assessments.				✓	
5. Follow-up of Previous Audit		N/A	Outcomes Not Evident	Emerging	Established	Highly Developed
5.1	There is documented evidence that the program has implemented the plans for its initiatives for improvement cited by the faculty in the previous self-study report including any changes to those initiatives for improvement.					✓
5.2	There is documented evidence that recommendations made by the Academic Auditor Team have been considered and, when feasible and appropriate, implemented and tracked.					✓

#### Signatures

Dr. K Sakthi Murugesan,  
M.A. (Pub.), M.Sc., M.Phil., M.Sc. (Psy.), Ph.D.,

*K. Sakthi Murugesan*  
07/03/19

Dr. P. Murugakoothan,  
M.Sc., M.Phil., Ph.D.

*P. Murugakoothan*  
7/3/19

Dr. J. Madhavan,  
M.Sc., B.Ed., M.Phil., PGDCA, MBA, MA, Ph.D.

*J. Madhavan* 07/03/2019

*Dwaraka Doss Goverdhan Doss*

**PRINCIPAL**

Dwaraka Doss Goverdhan Doss  
Vaishnav College  
Arumbakkam, Chennai - 600106.




## DWARAKA DOSS GOVERDHAN DOSS VAISHNAV COLLEGE

(Autonomous, Linguistic Minority Institution, College with Potential for Excellence)

Arumbakkam, Chennai – 106.

### Academic Audit Report

Name of the Department		CRIMINOLOGY AND POLICE ADMINISTRATION		
Year of Establishment		2015		
Department Timing		12:00 PM TO 06:00 PM		
Audit Panel Members' Name		Designation	Address	Contact Number/ email id
1.	DR. M. SRINIVASAN	PROFESSOR Eq HEAD	DEPT. OF CRIMINOLOGY UNIVERSITY OF MADRAS CHEPAUK, CHENNAI-05	9884100826 murugesan-srinivasan18@gmail.com
2.	DR. M. PRIYAMVADHA	ASSOCIATE PROFESSOR	DEPT. OF CRIMINOLOGY UNIVERSITY OF MADRAS CHEPAUK, CHENNAI-05	9884566715 priyashiman@yahoo.com
3.	DR. S. RAMDOSS	ASSOCIATE PROFESSOR	DEPT. OF CRIMINOLOGY UNIVERSITY OF MADRAS CHEPAUK, CHENNAI-05	9894503900 drostamdooss@gmail.com
Date of Audit		12-02-19		

Particulars		Observation	Remarks / Suggestions by the panel
<u>Courses Offered</u>	<u>Strength</u>		
B.A. CRIMINOLOGY			
AND POLICE	201		
ADMINISTRATION			
<u>Result of the last External Exam</u>			
<u>Courses offered</u>	<u>Pass %</u>		
B.A. CRIMINOLOGY	I Year - 47.1		
& POLICE	II Year - 47		
ADMINISTRATION	III Year - 42		
Annual Curricular Plan		Verified	The faculty members are very efficient in implementing the proposed Annual curriculum plan.
Attendance		Verified	
Coverage of Syllabus		Based on the feedback of students the faculty members are able to cover the syllabus.	-
<u>Teaching Diary and Teaching Notes</u> No of Teaching staff including contract/ Guest/PT: No Teachers submitted:		05	

5.	MR. M. SRIDHAR	PHYSICAL INSTRUCTOR	EX-ARMY OFFICER	20	1	Team.

Research Guidance — N.A.

Sl.No.	Faculty Name (Recognised Guides)	M.Phil. (Awarded/ submitted) - Nos.	Ph.D. (Awarded/ submitted) - Nos.	M.Phil. (Ongoing) - Nos.	Ph.D. (Ongoing) - Nos.
1					
1					

Number of Research Projects Completed/ ongoing (Give details as an annexure)

Any other Detail as deemed fit.

1. Modern class room with ICT facilities are required.
2. One more full time faculty to manage the classes.
3. Proper class rooms to be provided (with lighting and ventilation)
4. Dress-change room should be provided for girls.



**PRINCIPAL**  
Dwaraka Doss Goverdhan Doss  
Vaishnav College  
Arumbakkam, Chennai - 600106.






	stakeholder feedback and appropriate benchmarks in the field.					
<b>2. Curriculum and Co-Curriculum</b>		N/A	Outcomes Not Evident	Emerging	Established	Highly Developed
2.1	The faculty collaborates regularly and effectively on the design of curriculum and planned improvements.					✓
2.2	The faculty regularly analyzes the content and sequencing of courses as applicable in terms of achieving program learning outcomes.				✓	
2.3	The faculty regularly reviews the curriculum based on appropriate evidence including comparison with best practices where appropriate.				✓	
2.4	The program regularly incorporates appropriate complementary co-curricular activities and programs to supplement and support student learning			✓		
<b>3. Teaching and Learning</b>		N/A	Outcomes Not Evident	Emerging	Established	Highly Developed
3.1	The faculty regularly and effectively collaborates in designing, developing and delivering teaching methods that improve student learning throughout the program.					✓
3.2	The faculty promotes the effective use of instructional materials and teaching tools, including technology as appropriate, for achieving student mastery of learning objectives.				✓	
3.3	The program regularly evaluates the effectiveness of teaching methods and the appropriateness of instructional materials.				✓	
3.4	The faculty analyze evaluation results on a regular basis and modify teaching methods to improve student learning.				✓	
3.5	The faculty engages in regular professional development that enhances its teaching, scholarship and practice.			✓	✓	
3.6	The program monitors student persistence and success in its courses and program and uses that data to inform improvements in the program and to optimize student success.				✓	
<b>4. Student Learning Assessment</b>		N/A	Outcomes Not Evident	Emerging	Established	Highly Developed
4.1	The faculty uses indicators of student learning success that are aligned with program and student learning outcomes.			✓		
4.2	The faculty assesses student learning at multiple points throughout the program using a variety of assessment methods appropriate to the outcomes		✓		✓	



	being assessed.					
4.3	The program regularly implements continuous quality improvements based upon the results of its student learning assessments.				✓	
<b>5. Follow-up of Previous Audit</b>		<b>N/A</b>	<b>Outcomes Not Evident</b>	<b>Emerging</b>	<b>Established</b>	<b>Highly Developed</b>
5.1	There is documented evidence that the program has implemented the plans for its initiatives for improvement cited by the faculty in the previous self-study report including any changes to those initiatives for improvement.				✓	
5.2	There is documented evidence that recommendations made by the Academic Auditor Team have been considered and, when feasible and appropriate, implemented and tracked.				✓	

#### Signatures

1. 
2. 
3. 






## DWARAKA DOSS GOVERDHAN DOSS VAISHNAV COLLEGE

(Autonomous, Linguistic Minority Institution, College with Potential for Excellence)

Arumbakkam, Chennai – 106.

### Academic Audit Report

Name of the Department		SOCIOLOGY		
Year of Establishment		2015 (JUNE)		
Department Timing		1.10 PM to 5.40 P.M		
Audit Panel Members' Name		Designation	Address	Contact Number/ email id
1.	Dr. S. SAKTHI	ASSOCIATE PROFESSOR & HEAD	DEPARTMENT OF SOCIOLOGY QUEENS MARY COLLEGE CHENNAI - 4	9865846531 sakthirprakash @gmail.com
2.	K. VASANTHAKUMAR	ASSOCIATE PROFESSOR & HEAD	DEPARTMENT OF SOCIOLOGY THE NEW COLLEGE CHENNAI - 14	9884385188 kvksocio @ gmail.com
3.	Dr. MARIA AGNES SASITHA	ASST. PROF. & HEAD	DEPARTMENT OF SOCIOLOGY STELLA MARIS COLLEGE CHENNAI - 86	9840724411 maria.sasitha @gmail.com
Date of Audit		04 / 02 / 2019		

Particulars		Observation	Remarks / Suggestions by the panel
<u>Courses Offered</u>	Strength		
B.A. SOCIOLOGY	70	1st year - 70	Yes, Verified
		2nd year - 70	" "
		3rd year - 32	" "
<u>Result of the last External Exam</u>			
<u>Courses offered</u>	Pass %		
B.A. SOCIOLOGY		1st year - 43.94%	Percentage of Pass can be calculated on the basis of no. of Students who really appeared for the exam
		2nd year - 54%	
		3rd year - 57.69%	
Annual Curricular Plan		SEMINAR, SPECIAL LECTURE WORKSHOP, CONFERENCE FIELD VISIT	Yes, verified
Attendance		ATTENDANCE PERCENTAGE DETAILS ATTACHED	Students, who has secured attendance percentage 69-75%. can be allowed to write exam as per university no
Coverage of Syllabus		WHOLE SYLLABUS IS COVERED	Yes, verified
Teaching Diary and Teaching Notes No of Teaching staff including contract/Guest/PT: No Teachers submitted: No Teachers Not submitted with details:		FOUR FULLTIME & 1 PT ALL FACULTIES GIVEN NOTES	Yes, Verified 

Conduct of Classes	yes	regularly conducted
Use of supplementary teaching tools and application of ICT	yes	PPT Presentation
Student Centric Activities	yes	Seminars, Workshops field visits
Student seminars	yes	Part of Internal evaluation
Remedial Coaching	GIVEN	Yes, given
Student Assignment	submitted	Assignments verified
Student Feedback (Analysis done or not)	DONE	Done, verified
Conduct of Internal Examinations	yes	Records maintained verified
Maintenance of Marks, Register/File	yes	Well - maintained

 12

Library	COLLEGE LIBRARY	only Central library
Laboratories	—	—
e-Class Rooms	—	—
Computer & Internet	ONLY FOR FACULTIES	Yes, verified
Sanitation	YES	Well - maintained
Drinking Water Facilities	AVAILABLE	Available

#### Faculty Details

Note: A brief CV of each faculty member may be attached, specifying details of honours, achievements, recognitions, publications, workshops, seminar participation, research experience, projects undertaken etc., as an annexure

Sl. No.	Name	Designation	Qualification	Experience (years)		Perm./Temp./guest/ Contract/visiting etc
				Total	In the college	
1.	Dr. C. CHIDAMBARANATHAN	ASST. PROF. & HEAD	M.A., Ph.D., NET	8 y	3 y	5 y
2.	Dr. I. JENITTA MARY	ASST. PROF	M.A., Ph.D., NET	6 y	2 y	4 y
3.	Mr. MOHAMMED ILLIYAS	ASST. PROF	M.A., NET	2 y	1 y	1 y
4.	Dr. EVA ROSALIN	ASST. PROF	M.A., Ph.D.		3 mons	

5.	Dr. FLORANCE	ASST. PROF (PT) M.A. PH.D		6 months	

#### Research Guidance

Sl.No.	Faculty Name (Recognised Guides)	M.Phil. (Awarded/ submitted) - Nos.	Ph.D.( Awarded/ submitted)- Nos.	M.Phil. (Ongoing) - Nos.	Ph.D.(Ongoing) - Nos.
—	—	—	—	—	—

Number of Research Projects Completed/ ongoing (Give details as an annexure)

Any other Detail as deemed fit.



**PRINCIPAL**  
**Dwaraka Doss Goverdhan Doss**  
**Vaishnav College**  
**Arumbakkam, Chennai - 600106.**



Please rate the quality of the academic program by placing a checkmark in the appropriate box to indicate whether the criterion is not applicable (N/A), not evident, emerging, established, or highly developed.

If a particular criterion is inappropriate or not applicable to the program under review, the item will be marked NA.

Not Evident – the criterion statement was not addressed by the program in either its self-study report or appendices. Furthermore, questions about this criterion asked by the Academic Auditor Team at its site visit did not elicit responses that demonstrated that the criterion has been addressed or that a planning process is in place to address the criterion.

Emerging – the program has acknowledged the criterion statement as an area that has only recently been formally addressed. The program may have presented a planning process that it has put in place to address this criterion. It may have formulated initial plans to address this criterion but not have implemented the plan. Or, it may be that plans and processes are in place to address this criterion, but that these are in the initial stages of implementation.

Established – the program demonstrates that its plans, activities and assessments of the criterion are in place in an appropriate, reasonable and well-organized manner. Program faculty, and where applicable students and other stakeholders, are aware of and participate in continuous improvement processes related to the criterion.

Highly Developed – the program thoroughly exhibits that its plans, activities and assessments of the criterion are fully articulated and richly incorporated into the culture of the program including the active engagement of all faculty (full and part-time) as well as students and other stakeholders as pertinent to the criterion. Furthermore, the program shows how it uses the results of assessments regarding the criterion for ongoing improvement of performance in that criterion.

1. Learning		N/A	Outcomes Not Evident	Emerging	Established	Highly Developed
1.1	The faculty has identified program learning outcomes that are current, measurable and based upon appropriate processes and evidence regarding the requirements of the discipline.				✓	
1.2	The faculty has identified student learning outcomes in its core coursework that are clear, measurable and based on an appropriate process to identify what students need to master in each course.			✓		
1.3	The faculty has an appropriate process for evaluating program and course-level learning outcomes on a regular basis taking into account best practices,				✓	

	stakeholder feedback and appropriate benchmarks in the field.					
<b>2. Curriculum and Co-Curriculum</b>		N/A	Outcomes Not Evident	Emerging	Established	Highly Developed
2.1	The faculty collaborates regularly and effectively on the design of curriculum and planned improvements.				✓	
2.2	The faculty regularly analyzes the content and sequencing of courses as applicable in terms of achieving program learning outcomes.				✓	
2.3	The faculty regularly reviews the curriculum based on appropriate evidence including comparison with best practices where appropriate.				✓	
2.4	The program regularly incorporates appropriate complementary co-curricular activities and programs to supplement and support student learning					✓
<b>3. Teaching and Learning</b>		N/A	Outcomes Not Evident	Emerging	Established	Highly Developed
3.1	The faculty regularly and effectively collaborates in designing, developing and delivering teaching methods that improve student learning throughout the program.				✓	
3.2	The faculty promotes the effective use of instructional materials and teaching tools, including technology as appropriate, for achieving student mastery of learning objectives.				✓	
3.3	The program regularly evaluates the effectiveness of teaching methods and the appropriateness of instructional materials.				✓	
3.4	The faculty analyze evaluation results on a regular basis and modify teaching methods to improve student learning.					✓
3.5	The faculty engages in regular professional development that enhances its teaching, scholarship and practice.				✓	
3.6	The program monitors student persistence and success in its courses and program and uses that data to inform improvements in the program and to optimize student success.					✓
<b>4. Student Learning Assessment</b>		N/A	Outcomes Not Evident	Emerging	Established	Highly Developed
4.1	The faculty uses indicators of student learning success that are aligned with program and student learning outcomes.				✓	
4.2	The faculty assesses student learning at multiple points throughout the					

	program using a variety of assessment methods appropriate to the outcomes being assessed.					✓
4.3	The program regularly implements continuous quality improvements based upon the results of its student learning assessments.					✓
<b>5. Follow-up of Previous Audit</b>		<b>N/A</b>	<b>Outcomes Not Evident</b>	<b>Emerging</b>	<b>Established</b>	<b>Highly Developed</b>
5.1	There is documented evidence that the program has implemented the plans for its initiatives for improvement cited by the faculty in the previous self-study report including any changes to those initiatives for improvement.				✓	
5.2	There is documented evidence that recommendations made by the Academic Auditor Team have been considered and, when feasible and appropriate, implemented and tracked.				✓	

The Dept of Sociology is highly Popular among students and applicants.

We request/recommend the management to allot a Permanent  
Signatures Separate room for the faculty members. The Staff-Profile

- Suggested, all are well qualified, with Ph.D, UGC-JRF
1. Dr. J. SAKTHI *[Signature]* H/2/19 Not qualified, from reputed colleges/universities
  2. Mr. K. VASANTHAKUMAR *[Signature]* H/2/19
  3. Dr. MARIA AGNES SASITHA *[Signature]* H/2/19
- The faculty deserves fair-pay as per U.G.C. norms.

*[Signature]*

**PRINCIPAL**

Dwaraka Govardhan Doss  
Vaishnav College  
Arumbakkam, Chennai - 600106.



## DWARAKA DOSS GOVERDHAN DOSS VAISHNAV COLLEGE

*(Autonomous, Linguistic Minority Institution, College with Potential for Excellence)*

Arumbakkam, Chennai – 106.


### Academic Audit Report

Name of the Department		Department of Accounting & Finance		
Year of Establishment		2015		
Department Timing		12 noon to 4:30 pm		
Audit Panel Members' Name		Designation	Address	Contact Number/ email id
1.	Dr. T K Avvai Kothai	Associate Professor	Post Graduate & Research Department of Commerce, Gurunanak College Chennai - 600042	9444404133 tkkothairaj@yahoo. com
2.	Dr. Fahmeeda Yasmeen	Assistant Professor & Research Supervisor	Department of Commerce, Justice Basheer Ahmed Sayeed College for Women Chennai - 600018	9841172004 fahmeedayasmeen @yahoo.com
3.	Ms. P.A.Thirupura Sundary,	Assistant Professor	Department of Commerce (Honours), Sri Kanyaka Parameswari Arts & Science College for Women Chennai - 600001	9884038738 sundaryumashanke r@gmail.com

**PRINCIPAL**

**Dwaraka Doss Goverdhan Doss  
Vaishnav College  
Arumbakkam, Chennai - 600106.**

Date of Audit	14 February 2019 at 11:30am		
Particulars		Observation	Remarks / Suggestions by the panel
<u>Courses Offered</u>	Strength		
B.Com(Accounting & Finance)			
I year (2018-2021 Batch)	175		
II year (2017-2020 Batch)	127		
III year (2016-2019 Batch)	67		
<u>Result of the last External Exam</u>			
<u>Courses offered</u>	<u>Pass %</u>		
B.Com(Accounting & Finance)			
1 <sup>st</sup> Years	48%	can improve.	can improve.
2 <sup>nd</sup> Years	57%		can improve.
3 <sup>rd</sup> Years	80%		Very Good.
Annual Curricular Plan - Enclosure - I			Proper documentation is prepared.
Attendance (Attached) - Enclosure - II			Proper documentation is prepared.
Coverage of Syllabus - Enclosure- III			
<ul style="list-style-type: none"> <li>University syllabus being followed for 2016-19 batch</li> <li>For 2017-20 batch, revised syllabus is being followed</li> <li>The revised syllabus was updated on</li> </ul>			

<p>12 February 2019.</p> <ul style="list-style-type: none"> <li>• Goods and Service Tax has been introduced and other subjects have been edited</li> <li>• New NME subjects – Introduction to supply chain management and E-Commerce have been introduced.</li> </ul>		
<p><u>Teaching Diary and Teaching Notes</u></p> <p>No of Teaching staff including contract/Guest/PT: 6</p> <p>No Teachers submitted:</p> <p>No Teachers Not submitted with details:</p>		
<p>Conduct of Classes - Regular</p> <p>Timing: 12.00 NOON to 4.30P.M</p> <p>(Ref: Timetable )Enclosure - IV</p>		
<p>Use of supplementary teaching tools and application of ICT</p> <ul style="list-style-type: none"> <li>• Portable Projector and Screen provided which is used for taking classes</li> </ul>		
<p>Student Centric Activities</p> <ul style="list-style-type: none"> <li>• Annual Inter-collegiate fest "Negotium 2018"</li> <li>• VAISHNAV BAZAAR</li> <li>• ED CELL</li> <li>• Live Environmental Science projects</li> <li>• Guest lectures on GST, Banking</li> </ul>		<p>  <b>PRINCIPAL</b></p>



Student seminars - Enclosure - V		
Remedial Coaching 1.Assignment on Previous year question paper 2. Personal Mentoring 3.Providing Points to Ponder		
Student Assignment - Enclosure - VI • Assignments given for all subjects		
Student Feedback (Analysis done) Enclosure - VII		
Conduct of Internal Examinations • Continuous Internal Assessment • Model Examinations • Assignments		
Maintenance of Marks,Register/File (Being maintained)		
Library • Common College library • Department Library		
Laboratories - NA		
e-Class Rooms		
Computer & Internet Provided to the department (2 Nos. with Internet facility for academic purpose)		



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**Dwaraka Doss Goverdhan Doss**  
**Vaishnav College**  
**Arumbakkam, Chennai - 600106.**

[illegible]

Number of Research Projects Completed/ ongoing (Give details as an annexure)					
Any other Detail as deemed fit.					
<p>Please rate the quality of the academic program by placing a checkmark in the appropriate box to indicate whether the criterion is not applicable (N/A), not evident, emerging, established, or highly developed.</p> <p>If a particular criterion is inappropriate or not applicable to the program under review, the item will be marked NA.</p> <p><u>Not Evident</u> – the criterion statement was not addressed by the program in either its self-study report or appendices. Furthermore, questions about this criterion asked by the Academic Auditor Team at its site visit did not elicit responses that demonstrated that the criterion has been addressed or that a planning process is in place to address the criterion.</p> <p><u>Emerging</u> – the program has acknowledged the criterion statement as an area that has only recently been formally addressed. The program may have presented a planning process that it has put in place to address this criterion. It may have formulated initial plans to address this criterion but not have implemented the plan. Or, it may be that plans and processes are in place to address this criterion, but that these are in the initial stages of implementation.</p> <p><u>Established</u> – the program demonstrates that its plans, activities and assessments of the criterion are in place in an appropriate, reasonable and well-organized manner. Program faculty, and where applicable students and other stakeholders, are aware of and participate in continuous improvement processes related to the criterion.</p> <p><u>Highly Developed</u> – the program thoroughly exhibits that its plans, activities and assessments of the criterion are fully articulated and richly incorporated into the culture of the program including the active engagement of all faculty (full and part-time) as well as students and other stakeholders as pertinent to the criterion. Furthermore, the program shows how it uses the results of assessments regarding the criterion for ongoing improvement of performance in that</p>					

criterion.						
1. Learning		N/A	Outcomes Not Evident	Emerging	Established	Highly Developed
1.1	The faculty has identified program learning outcomes that are current, measurable and based upon appropriate processes and evidence regarding the requirements of the discipline.			✓		
1.2	The faculty has identified student learning outcomes in its core coursework that are clear, measurable and based on an appropriate process to identify what students need to master in each course.			✓		
1.3	The faculty has an appropriate process for evaluating program and course-level learning outcomes on a regular basis taking into account best practices, stakeholder feedback and appropriate benchmarks in the field.				✓	
2. Curriculum and Co-Curriculum		N/A	Outcomes Not Evident	Emerging	Established	Highly Developed
2.1	The faculty collaborates regularly and effectively on the design of curriculum and planned improvements.					✓
2.2	The faculty regularly analyzes the content and sequencing of courses as applicable in terms of achieving program learning outcomes.					✓
2.3	The faculty regularly reviews the curriculum based on appropriate evidence including comparison with best practices where appropriate.					✓
2.4	The program regularly incorporates appropriate complementary co-curricular activities and programs to supplement and support student learning					✓
3. Teaching and Learning		N/A	Outcomes Not Evident	Emerging	Established	Highly Developed
3.1	The faculty regularly and effectively collaborates in designing, developing and delivering teaching methods that improve student learning throughout the program.				✓	
3.2	The faculty promotes the effective use of instructional materials and teaching tools, including technology as appropriate, for achieving student mastery of learning objectives.			✓		
3.3	The program regularly evaluates the effectiveness of teaching methods and the appropriateness of instructional materials.			✓		
3.4	The faculty analyze evaluation results on a regular basis and modify teaching			✓	BLU	

	methods to improve student learning.					
3.5	The faculty engages in regular professional development that enhances its teaching, scholarship and practice.				✓	
3.6	The program monitors student persistence and success in its courses and program and uses that data to inform improvements in the program and to optimize student success.			✓		
<b>4. Student Learning Assessment</b>		<b>N/A</b>	<b>Outcomes Not Evident</b>	<b>Emerging</b>	<b>Established</b>	<b>Highly Developed</b>
4.1	The faculty uses indicators of student learning success that are aligned with program and student learning outcomes.			✓		
4.2	The faculty assesses student learning at multiple points throughout the program using a variety of assessment methods appropriate to the outcomes being assessed.			✓		
4.3	The program regularly implements continuous quality improvements based upon the results of its student learning assessments.			✓		
<b>5. Follow-up of Previous Audit</b>		<b>N/A</b>	<b>Outcomes Not Evident</b>	<b>Emerging</b>	<b>Established</b>	<b>Highly Developed</b>
5.1	There is documented evidence that the program has implemented the plans for its initiatives for improvement cited by the faculty in the previous self-study report including any changes to those initiatives for improvement.			✓		
5.2	There is documented evidence that recommendations made by the Academic Auditor Team have been considered and, when feasible and appropriate, implemented and tracked.			✓		

All the members of the Academic Audit Team are satisfied with the performance and progress of the department. Suggestions are given for the betterment of the department.

Signatures


1. 

2. 

3.  14/12/19

2. **DR. T.K. AVVAI KOTHAI**  
M.Com., M.Phil., Ph.D.,  
ASSOCIATE PROFESSOR & RESEARCH GUIDE  
P.G. DEPARTMENT OF COMMERCE  
GURU NANAK COLLEGE,  
CHENNAI - 600 042.

**Dr. FAHMEEDA YASMEEN**, Ph.D.,  
Assistant Professor & Research Supervisor  
Department of Commerce  
J.B.A.S. College, Chennai - 600 018

 **P.A. Thirupma Sundary**  
**PRINCIPAL**  
**Dwaraka Doss Goverdhan Doss**  
**Vaishnav College**  
**Arumbakkam, Chennai - 600106.**

## SUGGESTIONS BY THE IQAC MEMBERS

14 February 2019, 11:30 am

1. Documents for every criteria and activity to be maintained
2. Conduct of Parent-Teacher Meeting for the department once in a semester.
3. Maintain Lesson Plan/Work Plan Diary
4. Mentoring to be made mandatory
5. Conduct Students' Outreach Program
6. Peer teaching can be introduced
7. Registers to be maintained for remedial coaching
8. Graphical representation of students' feedback along with interpretation can be given.
9. Power point presentation for the IQAC team members regarding various information & department activities.
10. More books to be procured for department library and proper registers to be maintained for the same. Relevant and sufficient number of subject books should be stocked.
11. E-classrooms can be provided
12. Program learning outcomes for each subject to be provided in the syllabus book.
13. Try to establish best practices followed for the department
14. Result analysis can be conducted for each subject to analyze reasons for pass/fail percentage.
15. Visualizer can be provided for better teaching effectiveness.
16. Certificate courses can be offered.

### Signature

1. 

2. 

3.  14/2/19.

DR. T.K. AVVAI KOTHAI  
M.Com., M.Phil., Ph.D.,  
ASSOCIATE PROFESSOR & RESEARCH GUIDE  
P.G. DEPARTMENT OF COMMERCE  
GURUNANAK COLLEGE,  
CHENNAI - 600 042.

Dr. FAHMEEDA YASMEEN, Ph.D.,  
Assistant Professor & Research Supervisor  
Department of Commerce  
J.B.A.S. College, Chennai - 600 018



**PRINCIPAL**  
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Arumbakkam, Chennai - 600106.






**DWARAKA DOSS GOVERDHAN DOSS VAISHNAV COLLEGE**  
(Autonomous, Linguistic Minority Institution, College with Potential for Excellence)  
Arumbakkam, Chennai – 106.

**Academic Audit Report**

Name of the Department		Interior Design and Decor		
Year of Establishment		2015		
Department Timing		1.10 PM to 5.40 PM		
Audit Panel Members' Name		Designation	Address	Contact Number/ email id
1.	Dr. M.R. Thilakan Prof + HOD, Dept of Resource management, Avinashilipam Institute, For Home Science, Cbe.	Prof + HOD	Avinashilipam Institute For Home Science and Higher Education for women	99445 25027 dr.m.r.thilakan 57@gmail.com
2.	Dr. B. Loganayagi	Assistant Prof (SS)	Avinashilipam Institute For Home Science + Higher Education for Women, Cbe.	9443169992 loganayagi.nss toc@gmail.com
3.	S. Revathy	Assistant Professor.	A.M. Jain College, Meenambakkam, Chennai Dept of HSC – Interior Design & Decor	9952076773 ssrevathy.s @gmail.com

**PRINCIPAL**


**Dwaraka Doss Goverdhan Doss  
Vaishnav College  
Arumbakkam, Chennai - 600106.**

Date of Audit		2.2.2019	
Particulars		Observation	Remarks / Suggestions by the panel
Courses Offered	Strength		
I Bsc Interior Design & Decor	- 49	Strength is gradually increased.	They have to keep up the strength
II Bsc Interior Design & Decor	- 42		
III Bsc Interior Design & Decor	- 38		
Result of the last External Exam			
Courses offered	Pass %		
I Bsc Interior Design & Decor	63.83	Due to lack of attendance, not appearing for language and more failures in language, percentage is reduced. → OK.	Teachers have to concentrate in handling language classes.  motivation to attend the classes regularly ↓
II Bsc ID & D	47.22		
III Bsc ID & D	63.64		
Annual Curricular Plan			
Attendance		minimum percentage of attendance is important	
Coverage of Syllabus			
Teaching Diary and Teaching Notes		Complete coverage of syllabus	 <b>PRINCIPAL</b> Dwaraka Doss Goverdhan Doss Vishnav College Arumbakkam, Chennai - 600106.


No of Teaching staff including contract/ Guest/PT: No Teachers submitted: No Teachers Not submitted with details:	Teaching staff - 4 All the four submitted	Good.
Conduct of Classes	Regular	Appreciable
Use of supplementary teaching tools and application of ICT	PPT, mobile Teaching	visualizer can be used as ICT tool.
Student Centric Activities	workshops, Industrial visits organised in adequate number	V. Good
Student seminars	more and appropriate subject oriented seminars	Good.
Remedial Coaching	For weak and slow learners extra coaching classes organised.	This could be continued for weaker students.
Student Assignment	Good - mobile based	Appreciable.
Student Feedback (Analysis done or not)	Analyzed.	Good.
Conduct of Internal Examinations	Two CIA Organised regularly.	Based on dept convenience flexibility in conducting exam

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Vaishnav College  
Arumbakkam, Chennai - 600106.

Maintenance of Marks, Register/File	Fees, Attendance etc are on line.	CIA can be upload in computer (on line).				
Library	Common Library.	Same procedure follows				
Laboratories	CADD & Challenging Lab is in good condition	Enhance the drafting Lab.				
e-Class Rooms	Classes are handled with the available facilities	Laptop provided for the Faculty individually				
Computer & Internet	New computer for the staff.	to make IET-enabled class room				
Sanitation	Not Satisfactory (Student & Faculty)	must be improved.				
Drinking Water Facilities	Not adequate	Facilities for both Student & Staff provided.				
<b>Faculty Details</b> Note: A brief CV of each faculty member may be attached, specifying details of honours, achievements, recognitions, publications, workshops, seminar participation, research experience, projects undertaken etc., as an annexure						
Sl. No.	Name	Designation	Qualification	Experience (years)		Perm./Temp./ guest/ Contract/ visiting etc
				Total	In the college	

**PRINCIPAL**

Research Guidance - <i>Not applicable.</i>					
Sl.No.	Faculty Name (Recognised Guides)	M.Phil. (Awarded/ submitted) - Nos.	Ph.D.( Awarded/ submitted) - Nos.	M.Phil. (Ongoing) - Nos.	Ph.D.(Ongoing) - Nos.
Number of Research Projects Completed/ ongoing (Give details as an annexure) -				<i>not applicable</i>	
Any other Detail as deemed fit.					
 <b>PRINCIPAL</b> Dwaraka Doss Goverdhan Doss Vaishnav College Arumbakkam, Chennai - 600106.					



Please rate the quality of the academic program by placing a checkmark in the appropriate box to indicate whether the criterion is not applicable (N/A), not evident, emerging, established, or highly developed.

If a particular criterion is inappropriate or not applicable to the program under review, the item will be marked NA.

Not Evident – the criterion statement was not addressed by the program in either its self-study report or appendices. Furthermore, questions about this criterion asked by the Academic Auditor Team at its site visit did not elicit responses that demonstrated that the criterion has been addressed or that a planning process is in place to address the criterion.

Emerging – the program has acknowledged the criterion statement as an area that has only recently been formally addressed. The program may have presented a planning process that it has put in place to address this criterion. It may have formulated initial plans to address this criterion but not have implemented the plan. Or, it may be that plans and processes are in place to address this criterion, but that these are in the initial stages of implementation.

Established – the program demonstrates that its plans, activities and assessments of the criterion are in place in an appropriate, reasonable and well-organized manner. Program faculty, and where applicable students and other stakeholders, are aware of and participate in continuous improvement processes related to the criterion.

Highly Developed – the program thoroughly exhibits that its plans, activities and assessments of the criterion are fully articulated and richly incorporated into the culture of the program including the active engagement of all faculty (full and part-time) as well as students and other stakeholders as pertinent to the criterion. Furthermore, the program shows how it uses the results of assessments regarding the criterion for ongoing improvement of performance in that criterion.

1. Learning		N/A	Outcomes Not Evident	Emerging	Established	Highly Developed
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Dwaraka Doss Goverdhan Doss

Vaishnav College

Arumbakkam, Chennai - 600106.





## DWARAKA DOSS GOVERDHAN DOSS VAISHNAV COLLEGE

(Autonomous, Linguistic Minority Institution, College with Potential for Excellence)

Arumbakkam, Chennai – 106.

### Academic Audit Report

Name of the Department		Interior Design and Decor		
Year of Establishment		2015		
Department Timing		1.10 - 5.40		
Audit Panel Members' Name		Designation	Address	Contact Number/ email id
1.	Dr. M. R. Thilakam Ph.D Prof & HOD, Dept of Resource Management, Avinashilam Institute for Home Science, che	Prof & HOD	Avinashilam Institute for Home Science and Higher Education for women	9944525027 dr.mr.thilakam 57@gmail.com
2.	Dr. B. Loganayagi. Ph.D	Assistant prof S.S	"	9443169992 loganayagi.nsstoc @gmail.com
3.	S. Revathy	Assistant Professor	A.M. Jain college, Manambakkam, Chennai - 114 Department of Home Science - Interior Design and Decor	9952076773 bssrevathy.s @ gmail.com

**PRINCIPAL**

Dwaraka Doss Goverdhan Doss  
Vaishnav College  
Arumbakkam, Chennai - 600106.

Date of Audit		2.02.19	
Particulars		Observation	Remarks / Suggestions by the panel
<u>Courses Offered</u>	<u>Strength</u>		
I B.Sc IDD	49	The strength of the student gradually seems to be increase	They should keep up the strength
II B.Sc "	42		
III B.Sc "	38		
<u>Result of the last External Exam</u>			
<u>Courses offered</u>	<u>Pass %</u>		
I B.Sc IDD	63.83	The results in second year seems to be very low because of the failure in languages	The teachers should come to the classes in their respective classes Rooms
II B.Sc IDD	47.22		
III B.Sc IDD	63.64		
Annual Curricular Plan		OK	
Attendance		The students maintain the minimum percentage of attendance	They should be motivated to attend the more percentage of classes
Coverage of Syllabus		Fully covered the syllabus on time	Should keep it up
Teaching Diary and Teaching Notes			

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No of Teaching staff including contract/ Guest/PT: No Teachers submitted: No Teachers Not submitted with details:	Regular - 4 All the four	Good
Conduct of Classes	Regular	Appreciable
Use of supplementary teaching tools and application of ICT	like PPT, Mobile teaching. Smart board	Can you purchase visualiser and use for the students
Student Centric Activities	Adequate Number of Workshops and Industrial Visit have been conducted	Good
Student seminars	Lots of students Seminar related to the subjects were organised	Good
Remedial Coaching	Remedial coaching to the weak students were organised only Recently	This should be continuously for required students
Student Assignment	Good	Good
Student Feedback (Analysis done or not)	Good	They should follow Regularly
Conduct of Internal Examinations	2 C&A Regular bases	Flexibility in conduct of C&A Good

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Vaishnav College  
Arumbakkam, Chennai - 600106.

Maintenance of Marks, Register/File	Maintenance of Marks - Regularly Record of Mark is good	In future submission of Marks online can be implemented				
Library	Common library facilities provided - Good	Same procedure can be followed				
Laboratories	Facilities provided in the Lab- CADD and Textiles and Gallery are good	Need Drafting Lab conditions Not Satisfactory, can provide Interior Design Lab for the benefit of the students				
e-Class Rooms	With the help of available LCD projectors, the teachers can screen E-Lessons for students	Can be Improved for the future with required facilities				
Computer & Internet	New one or two computers could be provided for the faculty	Should take necessary steps to improvise computer and Internet facilities				
Sanitation	Not Satisfied	Should Improve Definitely				
Drinking Water Facilities	I could not see any provision for drinking water for students facility	Should make necessary arrangement both students and staffs				
Faculty Details		Note: A brief CV of each faculty member may be attached, specifying details of honours, achievements, recognitions, publications, workshops, seminar participation, research experience, projects undertaken etc., as an annexure				
Sl. No.	Name	Designation	Qualification	Experience (years)		Perm./Temp./ guest/ Contract/ visiting etc
				Total	In the college	

**PRINCIPAL**

**Dwaraka Doss Goverdhan Doss**  
**Valshnav College**  
**Arumbakkam, Chennai - 600106.**


#### Research Guidance

Sl.No.	Faculty Name (Recognised Guides)	M.Phil. (Awarded/ submitted) - Nos.	Ph.D.( Awarded/ submitted) - Nos.	M.Phil. (Ongoing) - Nos.	Ph.D.(Ongoing) - Nos.
		Not Applicable			

Number of Research Projects Completed/ ongoing (Give details as an annexure)

Any other Detail as deemed fit.

Not Applicable



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Dwaraka Doss Goverdhan Doss  
Vaishnav College  
Arumbakkam, Chennai - 600106.



Please rate the quality of the academic program by placing a checkmark in the appropriate box to indicate whether the criterion is not applicable (N/A), not evident, emerging, established, or highly developed.

If a particular criterion is inappropriate or not applicable to the program under review, the item will be marked NA.

Not Evident – the criterion statement was not addressed by the program in either its self-study report or appendices. Furthermore, questions about this criterion asked by the Academic Auditor Team at its site visit did not elicit responses that demonstrated that the criterion has been addressed or that a planning process is in place to address the criterion.

Emerging – the program has acknowledged the criterion statement as an area that has only recently been formally addressed. The program may have presented a planning process that it has put in place to address this criterion. It may have formulated initial plans to address this criterion but not have implemented the plan. Or, it may be that plans and processes are in place to address this criterion, but that these are in the initial stages of implementation.

Established – the program demonstrates that its plans, activities and assessments of the criterion are in place in an appropriate, reasonable and well-organized manner. Program faculty, and where applicable students and other stakeholders, are aware of and participate in continuous improvement processes related to the criterion.

Highly Developed – the program thoroughly exhibits that its plans, activities and assessments of the criterion are fully articulated and richly incorporated into the culture of the program including the active engagement of all faculty (full and part-time) as well as students and other stakeholders as pertinent to the criterion. Furthermore, the program shows how it uses the results of assessments regarding the criterion for ongoing improvement of performance in that criterion.

1. Learning	 <b>PRINCIPAL</b>	N/A	Outcomes Not Evident	Emerging	Established	Highly Developed
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Dwaraka Doss Goverdhan Doss  
Vaishnav College  
Arumbakkam, Chennai - 600106.



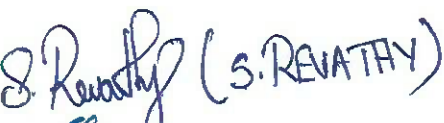


1.1	The faculty has identified program learning outcomes that are current, measurable and based upon appropriate processes and evidence regarding the requirements of the discipline.				✓	
1.2	The faculty has identified student learning outcomes in its core coursework that are clear, measurable and based on an appropriate process to identify what students need to master in each course.				✓	
1.3	The faculty has an appropriate process for evaluating program and course-level learning outcomes on a regular basis taking into account best practices, stakeholder feedback and appropriate benchmarks in the field.			✓		
<b>2. Curriculum and Co-Curriculum</b>		<b>N/A</b>	<b>Outcomes Not Evident</b>	<b>Emerging</b>	<b>Established</b>	<b>Highly Developed</b>
2.1	The faculty collaborates regularly and effectively on the design of curriculum and planned improvements.			✓		
2.2	The faculty regularly analyzes the content and sequencing of courses as applicable in terms of achieving program learning outcomes.			✓		
2.3	The faculty regularly reviews the curriculum based on appropriate evidence including comparison with best practices where appropriate.			✓		
2.4	The program regularly incorporates appropriate complementary co-curricular activities and programs to supplement and support student learning			✓		
<b>3. Teaching and Learning</b>		<b>N/A</b>	<b>Outcomes Not Evident</b>	<b>Emerging</b>	<b>Established</b>	<b>Highly Developed</b>
3.1	The faculty regularly and effectively collaborates in designing, developing and delivering teaching methods that improve student learning throughout the program.				✓	
3.2	The faculty promotes the effective use of instructional materials and teaching tools, including technology as appropriate, for achieving student mastery of learning objectives.				✓	
3.3	The program regularly evaluates the effectiveness of teaching methods and the appropriateness of instructional materials.				✓	
3.4	The faculty analyze evaluation results on a regular basis and modify teaching methods to improve student learning.			✓		
3.5	The faculty engages in regular professional development that enhances its teaching, scholarship and practice.			✓		

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**Dwaraka Doss Goverdhan Doss**  
**Valahnav College**  
**Arumbakkam, Chennai - 600106.**

3.6	The program monitors student persistence and success in its courses and program and uses that data to inform improvements in the program and to optimize student success.			✓		
<b>4. Student Learning Assessment</b>		<b>N/A</b>	<b>Outcomes Not Evident</b>	<b>Emerging</b>	<b>Established</b>	<b>Highly Developed</b>
4.1	The faculty uses indicators of student learning success that are aligned with program and student learning outcomes.			✓		
4.2	The faculty assesses student learning at multiple points throughout the program using a variety of assessment methods appropriate to the outcomes being assessed.			✓		
4.3	The program regularly implements continuous quality improvements based upon the results of its student learning assessments.			✓		
<b>5. Follow-up of Previous Audit</b>		<b>N/A</b>	<b>Outcomes Not Evident</b>	<b>Emerging</b>	<b>Established</b>	<b>Highly Developed</b>
5.1	There is documented evidence that the program has implemented the plans for its initiatives for improvement cited by the faculty in the previous self-study report including any changes to those initiatives for improvement.	✓				
5.2	There is documented evidence that recommendations made by the Academic Auditor Team have been considered and, when feasible and appropriate, implemented and tracked.	✓	<del>Not</del>			

#### Signatures

1.  (S. REVATHY)
2. 
3. 



**PRINCIPAL**  
Dwaraka Doss Goverdhan Doss  
Vaishnav College  
Arumbakkam, Chennai - 600106.




## DWARAKA DOSS GOVERDHAN DOSS VAISHNAV COLLEGE

(Autonomous, Linguistic Minority Institution, College with Potential for Excellence)

Arumbakkam, Chennai – 106.

### Academic Audit Report

Name of the Department		Interior Design and Decor		
Year of Establishment		2015		
Department Timing		1.10 PM to 5.40 PM		
Audit Panel Members' Name		Designation	Address	Contact Number/ email id
1.	Dr. M.R. Thilakam Ph.D	Professor	Dept. of Resource Management Amnashulingam Institute for Home Science and Higher Education for Women Coimbatore 641043	9944525027 dr.m.r.thilakam 57@gmail.com
2.	Dr. B. Loganayagi Ph.D	Assistant Professor B.S	"	9443169992 logunayagi nss to e @g.mail.com
3.	S. Revathy  PRINCIPAL	Assistant Professor	A.M. Jain College - Meenambakkam Chennai - 114 Dept of It.Sc - Interior Design and Decor	9952076773 sbs revathy S @g.mail.com

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Arumbakkam, Chennai - 600106.

Date of Audit		2.2.19	
Particulars		Observation	Remarks / Suggestions by the panel
Courses Offered	Strength		
I B.Sc I.D.D	49	The strength of the student gradually seems to increase.	They should keep up the strength
II B.Sc I.D.D	42		
III B.Sc I.D.D	38		
Result of the last External Exam			
Courses offered	Pass %		
I B.Sc	63.85	The results in the II year seems to be very low. It is because of the failures in language	The teachers should come and take classes in the respective class rooms of the students
II B.Sc	47.22		
III B.Sc	63.64		
Annual Curricular Plan		Okay	
Attendance		Students maintain the minimum percentage of attendance.	They should be motivated to attend more percentage of classes regularly.
Coverage of Syllabus		Fully covered <sup>me</sup> syllabus on time	Should keep it up.
Teaching Diary and Teaching Notes		PRINCIPAL	


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No of Teaching staff including contract/ Guest/PT: No Teachers submitted: No Teachers Not submitted with details:	Regular 4 All the four.	Good.
Conduct of Classes	Regular	Appreciable
Use of supplementary teaching tools and application of ICT	PPT, mobile Teaching and smart-board	can purchase visualizers and can use for the students
Student Centric Activities	Adequate number workshops and industrial visits have been conducted.	Good
Student seminars	Lots of students seminars related to the subjects were organized	Good
Remedial Coaching	Remedial coaching for weak students were organized only recently	This should be continuously for required students
Student Assignment	Good	Good.
Student Feedback (Analysis done or not)	Good. -	The should follow this regularly.
Conduct of Internal Examinations	2 CIA on regular basis	Flexibility in conduct of CIA - good

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Maintenance of Marks, Register/File	Regular record of marks is good	For future submission of marks on line can be implemented				
Library	Common library facilities provided - Good	Can be followed				
Laboratories	Facilities provided in the laboratories CAD/CADD facilities are good	Drafting lab condition are not satisfactory - should be improved. can provide an interior design lab for the benefit of students				
e-Class Rooms	With the help of available LED projectors the teacher can screen e lessons for students	Can be improved further in future with required computer facilities				
Computer & Internet	Now one or two computer could be provided for the faculty	Shd take necessary step to improve computer & internet facility				
Sanitation	Not satisfied	Should improve definitely				
Drinking Water Facilities	I could not see any provision for drinking water for students especially	Should make necessary arrangement for both students and faculty				
<b>Faculty Details</b> Note: A brief CV of each faculty member may be attached, specifying details of honours, achievements, recognitions, publications, workshops, seminar participation, research experience, projects undertaken etc., as an annexure						
Sl. No.	Name	Designation	Qualification	Experience (years)		Perm./Temp./ guest/ Contract/ visiting etc
				Total	In the college	
						

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**Dwaraka Doss Goverdhan Doss**  
**Vaishnav College**  
**Arumbakkam, Chennai - 600106.**





Research Guidance

Sl.No.	Faculty Name (Recognised Guides)	M.Phil. (Awarded/ submitted) - Nos.	Ph.D.( Awarded/ submitted) - Nos.	M.Phil. (Ongoing) - Nos.	Ph.D.(Ongoing) - Nos.
		<i>Not Applicable.</i>			

Number of Research Projects Completed/ ongoing (Give details as an annexure)

*NA.*

Any other Detail as deemed fit.



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Please rate the quality of the academic program by placing a checkmark in the appropriate box to indicate whether the criterion is not applicable (N/A), not evident, emerging, established, or highly developed.

If a particular criterion is inappropriate or not applicable to the program under review, the item will be marked NA.

Not Evident – the criterion statement was not addressed by the program in either its self-study report or appendices. Furthermore, questions about this criterion asked by the Academic Auditor Team at its site visit did not elicit responses that demonstrated that the criterion has been addressed or that a planning process is in place to address the criterion.


Emerging – the program has acknowledged the criterion statement as an area that has only recently been formally addressed. The program may have presented a planning process that it has put in place to address this criterion. It may have formulated initial plans to address this criterion but not have implemented the plan. Or, it may be that plans and processes are in place to address this criterion, but that these are in the initial stages of implementation.

Established – the program demonstrates that its plans, activities and assessments of the criterion are in place in an appropriate, reasonable and well-organized manner. Program faculty, and where applicable students and other stakeholders, are aware of and participate in continuous improvement processes related to the criterion.

Highly Developed – the program thoroughly exhibits that its plans, activities and assessments of the criterion are fully articulated and richly incorporated into the culture of the program including the active engagement of all faculty (full and part-time) as well as students and other stakeholders as pertinent to the criterion. Furthermore, the program shows how it uses the results of assessments regarding the criterion for ongoing improvement of performance in that criterion.

1. Learning	 PRINCIPAL	N/A	Outcomes Not Evident	Emerging	Established	Highly Developed
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Arumbakkam, Chennai - 600106.

1.1	The faculty has identified program learning outcomes that are current, measurable and based upon appropriate processes and evidence regarding the requirements of the discipline.				✓	
1.2	The faculty has identified student learning outcomes in its core coursework that are clear, measurable and based on an appropriate process to identify what students need to master in each course.				✓	
1.3	The faculty has an appropriate process for evaluating program and course-level learning outcomes on a regular basis taking into account best practices, stakeholder feedback and appropriate benchmarks in the field.			✓		
<b>2. Curriculum and Co-Curriculum</b>		<b>N/A</b>	<b>Outcomes Not Evident</b>	<b>Emerging</b>	<b>Established</b>	<b>Highly Developed</b>
2.1	The faculty collaborates regularly and effectively on the design of curriculum and planned improvements.			✓		
2.2	The faculty regularly analyzes the content and sequencing of courses as applicable in terms of achieving program learning outcomes.			✓		
2.3	The faculty regularly reviews the curriculum based on appropriate evidence including comparison with best practices where appropriate.			✓		
2.4	The program regularly incorporates appropriate complementary co-curricular activities and programs to supplement and support student learning			✓		
<b>3. Teaching and Learning</b>		<b>N/A</b>	<b>Outcomes Not Evident</b>	<b>Emerging</b>	<b>Established</b>	<b>Highly Developed</b>
3.1	The faculty regularly and effectively collaborates in designing, developing and delivering teaching methods that improve student learning throughout the program.				✓	
3.2	The faculty promotes the effective use of instructional materials and teaching tools, including technology as appropriate, for achieving student mastery of learning objectives.				✓	
3.3	The program regularly evaluates the effectiveness of teaching methods and the appropriateness of instructional materials.				✓	
3.4	The faculty analyze evaluation results on a regular basis and modify teaching methods to improve student learning.			✓		
3.5	The faculty engages in regular professional development that enhances its teaching, scholarship and practice.			✓		


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**Arumbakkam, Chennai - 600106.**

3.6	The program monitors student persistence and success in its courses and program and uses that data to inform improvements in the program and to optimize student success.			✓		
<b>4. Student Learning Assessment</b>		N/A	Outcomes Not Evident	Emerging	Established	Highly Developed
4.1	The faculty uses indicators of student learning success that are aligned with program and student learning outcomes.			✓		
4.2	The faculty assesses student learning at multiple points throughout the program using a variety of assessment methods appropriate to the outcomes being assessed.			✓		
4.3	The program regularly implements continuous quality improvements based upon the results of its student learning assessments.			✓		
<b>5. Follow-up of Previous Audit</b>		N/A	Outcomes Not Evident	Emerging	Established	Highly Developed
5.1	There is documented evidence that the program has implemented the plans for its initiatives for improvement cited by the faculty in the previous self-study report including any changes to those initiatives for improvement.	✓				
5.2	There is documented evidence that recommendations made by the Academic Auditor Team have been considered and, when feasible and appropriate, implemented and tracked.	✓				

Signatures

1. 
2. 
3. 

  
**PRINCIPAL**  
 Dwaraka Doss Goverdhan Doss  
 Vaishnav College  
 Arumbakkam, Chennai - 600106.



## DWARAKA DOSS GOVERDHAN DOSS VAISHNAV COLLEGE

(Autonomous, Linguistic Minority Institution, College with Potential for Excellence)

Arumbakkam, Chennai – 106.

### Academic Audit Report

Name of the Department		B. SC PSYCHOLOGY		
Year of Establishment		2015		
Department Timing		1:10 PM TO 3:40 PM		
Audit Panel Members' Name		Designation	Address	Contact Number/ email id
1.	MRS. ALIMA ZEHR M.Sc, M.Phil, PUED	HEAD, DEPARTMENT OF PSYCHOLOGY CTTE COLLEGE FOR WOMEN	NO 16, ST. MARY'S ROAD PERAMBUR, CHENNAI-11. CHEVALIER T. THOMAS ELIZABETH COLLEGE FOR WOMEN	7299357074 alima.ruby @yahoo.in
2.	DR. RAGITHA RADHAKRISHNAN M.Sc, Ph.D, NET, SET (TN)	HEAD, DEPT OF PSYCHOLOGY DR MGR-JANAKI COLLEGE	11 & 13, SATHYABAMA MGR MALIGAI DURGABAI BESHMUKH ROAD RA PURAM, CHENNAI	9600102949 ragitha.radhakr- shnan@gmail.com
3.	MS. N. DATCHAYANING M.Sc.	Asst. Professor Department of PSYCHOLOGY DR MGR JANAKI COLLEGE.	11 & 13, SATHYABAMA MGR MALIGAI DURGABAI BESHMUKH ROAD R.A PURAM CHENNAI-28	9952031693 datchu1993@gmail.com
Date of Audit		09/02/19		

Particulars		Observation	Remarks / Suggestions by the panel
<u>Courses Offered</u>	<u>Strength</u>		
B.Sc in Psychology	I - 46	Maintained.	Nil.
	II - 44		
	III - 38		
<u>Result of the last External Exam</u>			
<u>Courses offered</u>	<u>Pass %</u>		
I year	46.51%	Needs improvement in pass percentage of First years	Remedial classes or special coaching for weaker students can be conducted.
II year	76.74%		
III year	78.38%		
Annual Curricular Plan		Good:	Guest lectures and training programs can be increased in number.
Attendance		Maintained well	Nil
Coverage of Syllabus		Followed	
<u>Teaching Diary and Teaching Notes</u> No of Teaching staff including contract/ Guest/PT: No Teachers submitted:		Hand written notes have to be documented.	Individual teachers should prepare notes and share to the weaker students.



No Teachers Not submitted with details:		
Conduct of Classes	Good	Nil
Use of supplementary teaching tools and application of ICT	Low exposure to online teaching	Minimum one smart classroom to be sanctioned for the department.
Student Centric Activities	Good	Nil
Student seminars	Good	Nil
Remedial Coaching	Not done	Has to be conducted for weak students.
Student Assignment	Good. Applications oriented.	Nil
Student Feedback (Analysis done or not)	Analysis done.	Nil
Conduct of Internal Examinations	Maintained	Nil
Maintenance of Marks, Register/File	Maintained	Nil

Library	Have access to college library-	Department library should be maintained with min. 100 books.
Laboratories	well maintained.	Number of equipments should be added based on sanctioned strengths.
e-Class Rooms	No	At least one e-class room to be maintained per department.
Computer & Internet	Not provided for students.	wifi facility can be provided for students during project hours.
Sanitation	Poor	Restrooms to be maintained hygienically. Napkins reading machines to be installed.
Drinking Water Facilities	Satisfactory	Should be properly cleaned twice a week.

#### Faculty Details

Note: A brief CV of each faculty member may be attached, specifying details of honours, achievements, recognitions, publications, workshops, seminar participation, research experience, projects undertaken etc., as an annexure

Sl. No.	Name	Designation	Qualification	Experience (years)		Perm./Temp./ guest/ Contract/ visiting etc
				Total	In the college	
1.	MEENU SANGEETHA.N	HEAD, DEPARTMENT OF PSYCHOLOGY	M.SC, M.Phil, SLET, NET	4-5 yrs	3-5 yrs	Temporary
2.	JAYANTHI.D	ASST. PROF	M.SC	1-5 yrs	1-5 yrs	Temporary
3.	ASWINI.R	ASST. PROF	BSW, M.SC, SET, NET	6 Months	6 Months	Temporary
4.	PADMALAKSHMI.D	ASST. PROF	B.SC, MA, M.SC, SLET	5 yrs	3 months	best faculty

S.	VIJAYALAKSHMI R	LAB ASSISTANT	B.A, M.SC, M.Phil	14.5 yrs	1.5 yrs	Temporary

#### Research Guidance

Sl.No.	Faculty Name (Recognised Guides)	M.Phil. (Awarded/ submitted) - Nos.	Ph.D.( Awarded/ submitted) - Nos.	M.Phil. (Ongoing) - Nos.	Ph.D.(Ongoing) - Nos.

Number of Research Projects Completed/ ongoing (Give details as an annexure)




Any other Detail as deemed fit.




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Arumbakkam, Chennai - 600106.

	being assessed.					
4.3	The program regularly implements continuous quality improvements based upon the results of its student learning assessments.			✓		
<b>5. Follow-up of Previous Audit</b>		<b>N/A</b>	<b>Outcomes Not Evident</b>	<b>Emerging</b>	<b>Established</b>	<b>Highly Developed</b>
5.1	There is documented evidence that the program has implemented the plans for its initiatives for improvement cited by the faculty in the previous self-study report including any changes to those initiatives for improvement.	✓				
5.2	There is documented evidence that recommendations made by the Academic Auditor Team have been considered and, when feasible and appropriate, implemented and tracked.	✓				

#### Signatures

1.  Alima
2.  Rafique
3.  MD

  
**PRINCIPAL**  
Dwaraka Doss Goverdhan Doss  
Vaishnav College  
Arumbakkam, Chennai - 600106.



## DWARAKA DOSS GOVERDHAN DOSS VAISHNAV COLLEGE

(Autonomous, Linguistic Minority Institution, College with Potential for Excellence)

Arumbakkam, Chennai – 106.

### Academic Audit Report - 2017-18 2018-19


Name of the Department		JOURNALISM / MASS COMMUNICATION		
Year of Establishment		2015		
Department Timing		12 noon to 4.30 P.M.		
Audit Panel Members' Name		Designation	Address	Contact Number/ email id
1.	Ms. U.N. Mahalakshari	Head	Eltiraj College	9962090321 unnahalakeshri @gmail.com
2.	Ms. Irvin S Mary	Asst. Prof.	WCC	9841357285 irvinmary2002@ gmail.com
3.	Ms. G. Karitha	Head	St. Thomas College	9382127250 gokaritha2002@ gmail.com
Date of Audit		13.2.19		

  
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Vaishnav College  
Arumbakkam, Chennai - 600106.

Particulars		Observation	Remarks / Suggestions by the panel
<u>Courses Offered</u>	<u>Strength</u>		
Journalism / Mass	2 Yr. - 11	Curriculum is updated	
Communication	1 Yr - 9		
<u>Result of the last External Exam</u>			
<u>Courses offered</u>	<u>Pass %</u>	78.31	
Annual Curricular Plan		As per syllabus requirement	
Attendance		Register is maintained	
Coverage of Syllabus		Covered with practical inputs	
<u>Teaching Diary and Teaching Notes</u>			All qualified faculty.
No of Teaching staff including contract/Guest/PT:		3+1	
No Teachers submitted:		3+1	
No Teachers Not submitted with details:		-	



Conduct of Classes	Regular	
Use of supplementary teaching tools and application of ICT	Smart classes	
Student Centric Activities	Being Organised	
Student seminars	Periodically done	
Remedial Coaching	2 students are being given	
Student Assignment	Periodically done	
Student Feedback (Analysis done or not)	Done	Report attached.
Conduct of Internal Examinations	As per college schedule	
Maintenance of Marks, Register/File	File maintained	

Library	Good	13000s may be added
Laboratories	Very good	
e-Class Rooms		Can be implemented
Computer & Internet	Very good	
Sanitation	Good	
Drinking Water Facilities	Good	

#### Faculty Details

Note: A brief CV of each faculty member may be attached, specifying details of honours, achievements, recognitions, publications, workshops, seminar participation, research experience, projects undertaken etc., as an annexure

Sl. No.	Name	Designation	Qualification	Experience (years)		Perm./Temp./guest/ Contract/visiting etc
				Total	In the college	
1.	Ms. G. Vasanth	Head	M.A., M.Phil., SET	21 yrs 9 mths	16 yrs 9 mths	Contract-
2.	Ms. N. C. Krishnapriya	Asst. Prof.	M.A., SET	13 yrs 9 mths	9 yrs 5 mths	"
3.	Mr. C. Prabhakaran	"	M.A., M.Phil., NET	11 yrs 8 mths	9 yrs 4 mths	"
4.	Mr. Ashwath	"	M.A., M.Sc., NET	7 years	5 years	"

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Vaishnav College  
Arumbakkam, Chennai - 600106.


Research Guidance **NA**.

Sl.No.	Faculty Name (Recognised Guides)	M.Phil. (Awarded/ submitted) - Nos.	Ph.D.( Awarded/ submitted)- Nos.	M.Phil. (Ongoing) - Nos.	Ph.D.(Ongoing) - Nos.

Number of Research Projects Completed/ ongoing (Give details as an annexure)

Any other Detail as deemed fit.

1. Theatre workshop is conducted
2. Students undergo 3 months specialisation-in any media industry.



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Vaishnav College  
Arumbakkam, Chennai - 600106.

Please rate the quality of the academic program by placing a checkmark in the appropriate box to indicate whether the criterion is not applicable (N/A), not evident, emerging, established, or highly developed.


If a particular criterion is inappropriate or not applicable to the program under review, the item will be marked NA.

Not Evident – the criterion statement was not addressed by the program in either its self-study report or appendices. Furthermore, questions about this criterion asked by the Academic Auditor Team at its site visit did not elicit responses that demonstrated that the criterion has been addressed or that a planning process is in place to address the criterion.

Emerging – the program has acknowledged the criterion statement as an area that has only recently been formally addressed. The program may have presented a planning process that it has put in place to address this criterion. It may have formulated initial plans to address this criterion but not have implemented the plan. Or, it may be that plans and processes are in place to address this criterion, but that these are in the initial stages of implementation.

Established – the program demonstrates that its plans, activities and assessments of the criterion are in place in an appropriate, reasonable and well-organized manner. Program faculty, and where applicable students and other stakeholders, are aware of and participate in continuous improvement processes related to the criterion.

Highly Developed – the program thoroughly exhibits that its plans, activities and assessments of the criterion are fully articulated and richly incorporated into the culture of the program including the active engagement of all faculty (full and part-time) as well as students and other stakeholders as pertinent to the criterion. Furthermore, the program shows how it uses the results of assessments regarding the criterion for ongoing improvement of performance in that criterion.

1. Learning		N/A	Outcomes Not Evident	Emerging	Established	Highly Developed
1.1	The faculty has identified program learning outcomes that are current, measurable and based upon appropriate processes and evidence regarding the requirements of the discipline.					✓
1.2	The faculty has identified student learning outcomes in its core coursework that are clear, measurable and based on an appropriate process to identify what students need to master in each course.					✓
1.3	The faculty has an appropriate process for evaluating program and course-level learning outcomes on a regular basis taking into account best practices,					✓

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	stakeholder feedback and appropriate benchmarks in the field.					
<b>2. Curriculum and Co-Curriculum</b>		<b>N/A</b>	<b>Outcomes Not Evident</b>	<b>Emerging</b>	<b>Established</b>	<b>Highly Developed</b>
2.1	The faculty collaborates regularly and effectively on the design of curriculum and planned improvements.					✓
2.2	The faculty regularly analyzes the content and sequencing of courses as applicable in terms of achieving program learning outcomes.					✓
2.3	The faculty regularly reviews the curriculum based on appropriate evidence including comparison with best practices where appropriate.					✓
2.4	The program regularly incorporates appropriate complementary co-curricular activities and programs to supplement and support student learning					✓
<b>3. Teaching and Learning</b>		<b>N/A</b>	<b>Outcomes Not Evident</b>	<b>Emerging</b>	<b>Established</b>	<b>Highly Developed</b>
3.1	The faculty regularly and effectively collaborates in designing, developing and delivering teaching methods that improve student learning throughout the program.				✓	
3.2	The faculty promotes the effective use of instructional materials and teaching tools, including technology as appropriate, for achieving student mastery of learning objectives.				✓	
3.3	The program regularly evaluates the effectiveness of teaching methods and the appropriateness of instructional materials.			✓		
3.4	The faculty analyze evaluation results on a regular basis and modify teaching methods to improve student learning.				✓	
3.5	The faculty engages in regular professional development that enhances its teaching, scholarship and practice.				✓	
3.6	The program monitors student persistence and success in its courses and program and uses that data to inform improvements in the program and to optimize student success.					✓
<b>4. Student Learning Assessment</b>		<b>N/A</b>	<b>Outcomes Not Evident</b>	<b>Emerging</b>	<b>Established</b>	<b>Highly Developed</b>
4.1	The faculty uses indicators of student learning success that are aligned with program and student learning outcomes.				✓	
4.2	The faculty assesses student learning at multiple points throughout the					

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	program using a variety of assessment methods appropriate to the outcomes being assessed.				✓	
4.3	The program regularly implements continuous quality improvements based upon the results of its student learning assessments.				✓	
<b>5. Follow-up of Previous Audit</b>		<b>N/A</b>	<b>Outcomes Not Evident</b>	<b>Emerging</b>	<b>Established</b>	<b>Highly Developed</b>
5.1	There is documented evidence that the program has implemented the plans for its initiatives for improvement cited by the faculty in the previous self-study report including any changes to those initiatives for improvement.				✓	
5.2	There is documented evidence that recommendations made by the Academic Auditor Team have been considered and, when feasible and appropriate, implemented and tracked.				✓	

#### Signatures

1.  13/12/19
2.  13/12/19
3.  13/12/19

  
**PRINCIPAL**

Dwaraka Doss Goverdhan Doss  
Vaishnav College  
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## DWARAKA DOSS GOVERDHAN DOSS VAISHNAV COLLEGE

*(Autonomous, Linguistic Minority Institution, College with Potential for Excellence)*

Arumbakkam, Chennai – 106.


### Academic Audit Report

Name of the Department		English (Day)		
Year of Establishment		1964		
Department Timing		8.15 a.m. to 1.35 p.m.		
Audit Panel Members' Name		Designation	Address	Contact Number/ email id
1.	Dr. P. Padmini	Associate Professor	Department of English Ethiraj College for Women Chennai	9841200025
2.	Dr. Meena Kumari	Associate Professor	Department of English Anna Adarsh College Chennai	9444402618
3.	Ms. Uma Rajmohan	Associate Professor	Department of English Valliammal College for Women Chennai	9600110287
Date of Audit		16 <sup>th</sup> February, 2019		

Particulars		Observation	Remarks / Suggestions by the panel
<u>Courses Offered</u>	<u>Strength</u>		
Foundation English (I & II UG)	1000	Good.	
Soft Skills (I & II UG)	1000	Good.	Installation of Language Lab recommended.
Soft Skills (PG)	180	Good.	- Language Lab recommended -
<u>Result of the last External Exam</u>			
<u>Courses offered</u>	<u>Pass %</u>		
Foundation English (Papers I to IV)	85%	Satisfactory	
Soft Skills – UG (Papers I to IV)	90%	Good.	
Soft Skills – PG (Papers I & III)	99%	Good.	
Annual Curricular Plan		Annexure 1	It is as per norms and Good.
Attendance		Annexure 2	Good. Marks for attendance is an encouraging factor.

Coverage of Syllabus	Annexure 3	Good.
<u>Teaching Diary and Teaching Notes</u> No of Teaching staff including contract/Guest/PT: No Teachers submitted: No Teachers Not submitted with details:	Maintained by the faculty	Good.
Conduct of Classes	Annexure 4	Good.
Use of supplementary teaching tools and application of ICT	Yes	ICT is applied.
Student Centric Activities	Annexure 5	Good.
Student seminars	--	—
Remedial Coaching	Yes	Good.
Student Assignment	Periodically given	Good.
Student Feedback (Analysis done or not)	Yes	Good.

Conduct of Internal Examinations	CIA, Model exams, class tests, class presentations and assignments Annexure 6	Good.
Maintenance of Marks, Register/File	Yes	Good.
Library	Annexure 7	Quite a good collection. More literature books may be procured.
Laboratories	--	Language Lab Recommended.
e-Class Rooms	--	
Computer & Internet	Yes	Satisfactory.
Sanitation	Yes	Good.
Drinking Water Facilities	Yes	Good.
<b>Faculty Details</b>	Note: A brief CV of each faculty member may be attached, specifying details of honours,	

		achievements, recognitions, publications, workshops, seminar participation, research experience, projects undertaken etc., as an annexure				
Sl. No.	Name	Designation	Qualification	Experience (years)		Perm./Temp./guest/ Contract/visiting etc
				Total	In the college	
1.	Dr. G. Chandralekha Rao	Associate Professor & Head	MA., M.Phil., PGDHE, PGDELT, DCE, Ph.D.	29	29	Permanent
2.	Ms. Jayalakshmi	Associate Professor	M.A., M.Phil.	29	22	Permanent
3.	Dr. G. Geetha	Associate Professor	M.A., M.Phil., Ph.D.		20	Permanent
4.	Dr. Aparna Sundaram	Assistant Professor	M.A., Ph.D.	14	10	Permanent
5.	Dr. M. Murali Ganam	Assistant Professor	M.A., M.Phil., Ph.D.	33	10	Permanent
6.	Ms.S.K.Rahmath	Assistant Professor	M.A., M.Phil.	12	10	Permanent
7.	Mr.V. Mainar	Assistant Professor	M.A., M.Phil.	6	6	Permanent
Research Guidance						
Sl.No.	Faculty Name (Recognised Guides)	M.Phil. (Awarded/ submitted) - Nos.	Ph.D.( Awarded/ submitted)- Nos.	M.Phil. (Ongoing) - Nos.	Ph.D.(Ongoing) - Nos.	
1.	Dr.M. Murali Ganam				8	
Number of Research Projects Completed/ ongoing (Give details as an annexure)						
Any other Detail as deemed fit.						
						

Please rate the quality of the academic program by placing a checkmark in the appropriate box to indicate whether the criterion is not applicable (N/A), not evident, emerging, established, or highly developed.

If a particular criterion is inappropriate or not applicable to the program under review, the item will be marked NA.

Not Evident – the criterion statement was not addressed by the program in either its self-study report or appendices. Furthermore, questions about this criterion asked by the Academic Auditor Team at its site visit did not elicit responses that demonstrated that the criterion has been addressed or that a planning process is in place to address the criterion.

Emerging – the program has acknowledged the criterion statement as an area that has only recently been formally addressed. The program may have presented a planning process that it has put in place to address this criterion. It may have formulated initial plans to address this criterion but not have implemented the plan. Or, it may be that plans and processes are in place to address this criterion, but that these are in the initial stages of implementation.

Established – the program demonstrates that its plans, activities and assessments of the criterion are in place in an appropriate, reasonable and well-organized manner. Program faculty, and where applicable students and other stakeholders, are aware of and participate in continuous improvement processes related to the criterion.

Highly Developed – the program thoroughly exhibits that its plans, activities and assessments of the criterion are fully articulated and richly incorporated into the culture of the program including the active engagement of all faculty (full and part-time) as well as students and other stakeholders as pertinent to the criterion. Furthermore, the program shows how it uses the results of assessments regarding the criterion for ongoing improvement of performance in that criterion.

1. Learning		N/A	Outcomes Not Evident	Emerging	Established	Highly Developed
1.1	The faculty has identified program learning outcomes that are current, measurable and based upon appropriate processes and evidence regarding the requirements of the discipline.				✓	
1.2	The faculty has identified student learning outcomes in its core coursework that are clear, measurable and based on an appropriate process to identify what students need to master in each course.					✓

*[Handwritten signature]*



1.3	The faculty has an appropriate process for evaluating program and course-level learning outcomes on a regular basis taking into account best practices, stakeholder feedback and appropriate benchmarks in the field.					✓
<b>2. Curriculum and Co-Curriculum</b>		N/A	Outcomes Not Evident	Emerging	Established	Highly Developed
2.1	The faculty collaborates regularly and effectively on the design of curriculum and planned improvements.					✓
2.2	The faculty regularly analyzes the content and sequencing of courses as applicable in terms of achieving program learning outcomes.					✓
2.3	The faculty regularly reviews the curriculum based on appropriate evidence including comparison with best practices where appropriate.					✓
2.4	The program regularly incorporates appropriate complementary co-curricular activities and programs to supplement and support student learning					✓
<b>3. Teaching and Learning</b>		N/A	Outcomes Not Evident	Emerging	Established	Highly Developed
3.1	The faculty regularly and effectively collaborates in designing, developing and delivering teaching methods that improve student learning throughout the program.					✓
3.2	The faculty promotes the effective use of instructional materials and teaching tools, including technology as appropriate, for achieving student mastery of learning objectives.				✓	
3.3	The program regularly evaluates the effectiveness of teaching methods and the appropriateness of instructional materials.					✓
3.4	The faculty analyze evaluation results on a regular basis and modify teaching methods to improve student learning.					✓
3.5	The faculty engages in regular professional development that enhances its teaching, scholarship and practice.					✓
3.6	The program monitors student persistence and success in its courses and program and uses that data to inform improvements in the program and to optimize student success.					✓
<b>4. Student Learning Assessment</b>		N/A	Outcomes Not Evident	Emerging	Established	Highly Developed
4.1	The faculty uses indicators of student learning success that are aligned with program and student learning outcomes.					✓

4.2	The faculty assesses student learning at multiple points throughout the program using a variety of assessment methods appropriate to the outcomes being assessed.					✓
4.3	The program regularly implements continuous quality improvements based upon the results of its student learning assessments.					✓
<b>5. Follow-up of Previous Audit</b>		N/A	Outcomes Not Evident	Emerging	Established	Highly Developed
5.1	There is documented evidence that the program has implemented the plans for its initiatives for improvement cited by the faculty in the previous self-study report including any changes to those initiatives for improvement.					✓
5.2	There is documented evidence that recommendations made by the Academic Auditor Team have been considered and, when feasible and appropriate, implemented and tracked.					✓

**Signatures**

1. *P. Padmini* 16/2/19.

2. *[Signature]* 16/2/2019

3. *[Signature]* 16/2/2019

**Dr. P.PADMINI**  
Associate Professor of English  
Ethiraj College for Women  
(Autonomous)  
Chennai-600 008

**DR V. MEENA KUMARI**  
M.A (Eng) M.A (J.MC) M.Phil. Ph.D  
Associate Professor & Research Supervisor  
Department of English  
ANNA ADARSH COLLEGE FOR WOMEN  
Anna Nagar, Chennai-600040

*[Signature]*  
**PRINCIPAL**  
Dwaraka Doss Goverdhan Doss  
Vaishnav College  
Arumbakkam, Chennai - 600106.




## DWARAKA DOSS GOVERDHAN DOSS VAISHNAV COLLEGE

*(Autonomous, Linguistic Minority Institution, College with Potential for Excellence)*

Arumbakkam, Chennai – 106.

### Academic Audit Report 2018 - 19

Name of the Department		English-Shift II		
Year of Establishment		1965		
Department Timing		2.00 pm – 6.30 pm		
Audit Panel Members' Name		Designation	Address	Contact Number/ email id
1.	Dr.Gomathi M.A., M.Phil., Ph.D	Associate Professor of English	Pachaiyappa's College, Chennai – 600030. drrgomathi67@gmail.com	9840095469
2.	Dr.C. Anupama M.A., M.Phil., Ph.D	Assistant Professor of English	Women's Christian College, College road, Chennai – 600 006 Dr.c.anpama@gmail.com	9444777769
3.	Dr.Priya M.A., M.Phil., Ph.D	Assistant Professor of English	Meenakshi College for Women, Kodambakkam.	9884312546
Date of Audit		23-01-2018	Time : 2.00 pm	

Particulars		Observation	Remarks / Suggestions by the panel
<u>Subjects Offered</u>	Strength		
Foundation English I year	2300		
Foundation English II year	1250		
Soft skills UG I year	2300		
Soft skills UG II year	2200		
Soft skills PG I year	244	Excluding computing skills and French	
Soft skills PG II year	116	Excluding computing skills and French	
<u>Result of the last External Exam</u>			
Subjects offered	Pass %		Enclosure I: I (A) I(B) I(C) I(D): 1-2 I(E): 1-4 I(F): 1-6
	April 18	NOV18	
Foundation English I year	83%	89.5%	
Foundation English II year	85%	70.7%	
Soft skills UG I year	76%	76.6%	
Soft skills PG I year	95%	96.7%	
Soft skills PG II year	97%	96.6%	



**PRINCIPAL**

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Vaijnnav College  
Arumbakkam, Chennai - 600106.

Annual Curricular Plan	Available (Enclosed)	Enclosure II: II(A): 1 II(B): 1-4 II(C): 1-8 II(D): 1-10 II(E): 1-16
Attendance	Available	
Coverage of Syllabus	Available (Enclosed)	Enclosure III
<u>Teaching Diary and Teaching Notes</u> No of Teaching staff including contract/Guest/PT: No Teachers submitted: No Teachers Not submitted with details:	Available 21 21	
Conduct of Classes	Available (Enclosed)	Enclosure IV : 1-4
Use of supplementary teaching tools and application of ICT	Available	
Student Centric Activities	Available (Enclosed)	Enclosure V

Student seminars	Available	
Remedial Coaching	Available	
Student Assignment	Available	
Student Feedback (Analysis done or not)	Available(Enclosed)	Enclosure VI
Conduct of Internal Examinations	Available (Enclosed)	Enclosure VII
Maintenance of Marks,Register/File	Available	
Library	Available	
Laboratories	NA	
e-Class Rooms	Nil	
Computer & Internet	Available	
Sanitation	Available	
Drinking Water Facilities	Available	



27.	<b>Faculty Details</b>				Note: A brief CV of each faculty member may be attached, specifying details of honours, achievements, recognitions, publications, workshops, seminar participation, research experience, projects undertaken etc., as an annexure		
	Sl. No.	Name	Designation	Qualification	Experience (years)		Perm./Temp./ guest/ Contract/ visiting etc
					Total	In the college	
	1	Dr. K.K. Lakshmi	Asst. Prof. and Head	M.A., M.Phil., M.B.A., M.S., PGDAMM., Ph.D.	24	11.5	Perm
	2	Ms. K. Rajashree	Asst. Prof.	M.A., M.Phil.	15.6	11.6	Perm
	3	Dr. V.R.Vadivoo Anni	Asst. Prof.	M.A., Ph.D.	11.7	11.7	Perm
	4	Dr. P. Prasanna	Asst. Prof.	M.A., M.Phil., B.Ed., PGDMA., Ph.D., SET	7	7	Perm
	5	Ms. S. Annalakshmi	Asst. Prof.	M.A., M.Phil., NET	11.2	4	
	6	Ms. A. Netra	Asst. Prof.	M.A., M.Phil.	10	8	
	7	Ms. S. Thameem Nisha	Asst. Prof.	M.A., M.Phil.	3.5	3	
	8	Mr. C. Veeran	Asst. Prof.	M.A., M.Phil.	5	3	
	9	Ms. D. Thilagam	Asst. Prof.	M.A., M.Phil., NET	3	3	
	10	Ms. B. Meenakshi	Asst. Prof.	M.A., M.Phil.	3	3	
	11	Ms. R. Shalini Priscilla	Asst. Prof.	M.A., M.Phil., NET., SET	2.5	2.5	Perm
	12	Ms. N. Abinayadevi	Asst. Prof.	M.A., M.Phil.	2.5	2.5	
	13	Ms. R. Hari Priya	Asst. Prof.	M.A., M.Phil., M.Sc.(Psych), NET	9	2.5	
	14	Ms. A. Precilla Devanesam,	Asst. Prof.	M.A., M.Phil., NET., SET,	5.6	2.6	Perm
	15	Ms. K. Thilagavathi	Asst. Prof.	M.Sc. (Physics), M.Phil., B.Ed., M.S., M.B.A. M.A., NET.	12	2.5	Perm
	16	Mr. H. Jidhendar	Asst. Prof.	M.A., M.Phil.	6.6	1.6	
	17	Mr. Joby John	Asst. Prof.	M.A., M.Phil.	4.6	1.6	
	18	Ms. R. Gowri	Asst. Prof.	M.A., M.Phil.	5.5	1.5	

	19	Mr. P. Senthilkumaran,	Asst. Prof.	M.A., B.Ed., M.Phil., NET, PhD (pursuing)	10.10	4 months	
	20	Ms. C. Vidhya	Asst. Prof.	M.A., M.Phil., SET.	11 months	1.5 months	
	21	Ms. E. Lakshmi Devi	Asst. Prof.	M.A., M.Phil., SET, NET.	8	1 month	

28. Research Guidance

Sl. No.	Faculty Name (Recognised Guides)	M.Phil. (Awarded/ submitted) - Nos.	Ph.D. (Awarded/ submitted) - Nos.	M.Phil. (Ongoing) - Nos.	Ph.D. (Ongoing) - Nos.
	NA				

Number of Research Projects Completed/ ongoing (Give details as an annexure)

Any other Detail as deemed fit.

Please rate the quality of the academic program by placing a checkmark in the appropriate box to indicate whether

Please rate the quality of the academic program by placing a checkmark in the appropriate box to indicate whether the criterion is not applicable (N/A), not evident, emerging, established, or highly developed.

If a particular criterion is inappropriate or not applicable to the program under review, the item will be marked NA.

Not Evident – the criterion statement was not addressed by the program in either its self-study report or appendices. Furthermore, questions about this criterion asked by the Academic Auditor Team at its site visit did not elicit responses that demonstrated that the criterion has been addressed or that a planning process is in place to address the criterion.

Emerging – the program has acknowledged the criterion statement as an area that has only recently been formally addressed. The program may have presented a planning process that it has put in place to address this criterion. It may have formulated initial plans to address this criterion but not have implemented the plan. Or, it may be that plans and processes are in place to address this criterion, but that these are in the initial stages of implementation.

Established – the program demonstrates that its plans, activities and assessments of the criterion are in place in an appropriate, reasonable and well-organized manner. Program faculty, and where applicable students and other stakeholders, are aware of and participate in continuous improvement processes related to the criterion.

Highly Developed – the program thoroughly exhibits that its plans, activities and assessments of the criterion are fully articulated and richly incorporated into the culture of the program including the active engagement of all faculty (full and part-time) as well as students and other stakeholders as pertinent to the criterion. Furthermore, the program shows how it uses the results of assessments regarding the criterion for ongoing improvement of performance in that criterion.

1. Learning		N/A	Outcomes Not Evident	Emerging	Established	Highly Developed
1.1	The faculty has identified program learning outcomes that are current, measurable and based upon appropriate processes and evidence regarding the requirements of the discipline.				✓	
1.2	The faculty has identified student learning outcomes in its core coursework that are clear, measurable and based on an appropriate process to identify what students need to master in each course.				✓	
1.3	The faculty has an appropriate process for evaluating program and course-level learning outcomes on a regular basis taking into account best practices,					✓

	program using a variety of assessment methods appropriate to the outcomes being assessed.					✓
4.3	The program regularly implements continuous quality improvements based upon the results of its student learning assessments.				✓	
<b>5. Follow-up of Previous Audit</b>		<b>N/A</b>	<b>Outcomes Not Evident</b>	<b>Emerging</b>	<b>Established</b>	<b>Highly Developed</b>
5.1	There is documented evidence that the program has implemented the plans for its initiatives for improvement cited by the faculty in the previous self-study report including any changes to those initiatives for improvement.					✓
5.2	There is documented evidence that recommendations made by the Academic Auditor Team have been considered and, when feasible and appropriate, implemented and tracked.					✓

#### Signatures

1. *R. Gomathi* 23/1/19
2. *C. Anupama* 23/1/19
3. *Priya* 23/01/2019

**Dr. R. GOMATHI, M.A., M.Phil, Ph.D.,**  
Associate Professor of English  
Pachaiappas College  
Chennai - 600 030.

Dr. P. PRIYA, M.A., M.Phil., B.Ed., Ph.D.,  
Assistant Professor of English  
Meenakshi College for Women (Autonomous)  
Chennai - 600 024, Tamilnadu, India

*Dr. R. Gomathi, Associate Professor of English*  
*Dr. C. Anupama, Assistant Professor of English*  
*Dr. Priya, Assistant Professor of English*

*[Signature]*

**PRINCIPAL**  
**Dwaraka Doss Goverdhan Doss**  
**Vaishnav College**  
**Arumbakkam, Chennai - 600106.**




## DWARAKA DOSS GOVERDHAN DOSS VAISHNAV COLLEGE

(Autonomous, Linguistic Minority Institution, College with Potential for Excellence)


Arumbakkam, Chennai – 106.

### Academic Audit Report


Name of the Department		TAMIL		
Year of Establishment		1964		
Department Timing		Shift I - 8.15 AM to 1.30 PM, Shift II - 2.00 PM - 6.30 PM		
Audit Panel Members' Name		Designation	Address	Contact Number/ email id
1.	Dr. A.DANIEL	Head of The Department of Tamil	Loyola College (Autonomous) Nungambakkam, Chennai - 600 034.	9444218812
2.	Dr.G.KRISHNAN	Associate Professor	Department of Tamil Presidency College (Autonomous), Chepauk, Chennai - 600 005.	9444219550
3.	Dr.T.PRAHALATHAN	Head of The Department of Tamil	Sindhi College, Numbal, Chennai - 600 077.	9442636038
Date of Audit		16.02.2019 		

**PRINCIPAL**

Dwaraka Doss Goverdhan Doss  
Vaishnav College  
Arumbakkam, Chennai - 600106.

Particulars		Observation	Remarks / Suggestions by the panel
<u>Courses Offered</u>	Strength		
All UG - Day	I Year 671		Good
	II Year 365		Good
All UG - Evening	I Year 1994		Excellent
	II Year 707		Excellent
<b>Total</b>	<b>3737</b>		
<u>Result of the last External Exam</u>			
Courses offered	Pass %		
Day I & II Year	93%		Excellent
Evening I & II Year	78 %		Good
Annual Curricular Plan		Yes	
Attendance		Yes	
Coverage of Syllabus		Attached	
<u>Teaching Diary and Teaching Notes</u> No of Teaching staff including contract/Guest/PT: No Teachers submitted: No Teachers Not submitted with details:		Maintained by Faculty	



Conduct of Classes	Yes	
Use of supplementary teaching tools and application of ICT	Yes - Screening of films and documentaries	
Student Centric Activities	Yes	
Student seminars	Yes	
Remedial Coaching	Yes	
Student Assignment	Yes	
Student Feedback (Analysis done or not)	Random sampling done (Consolidate Students feedback)	
Conduct of Internal Examinations	Yes	
Maintenance of Marks, Register/File	Attached	

Library	Yes					
Laboratories	N.A.					
e-Class Rooms	Yes					
Computer & Internet	Available					
Sanitation	Yes					
Drinking Water Facilities	Yes					
<b><u>Faculty Details</u></b>	Note: A brief CV of each faculty member may be attached, specifying details of honours, achievements, recognitions, publications, workshops, seminar participation, research experience, projects undertaken etc., as an annexure					
Sl. No.	Name	Designation	Qualification	Experience (years)		Perm./Temp./guest/ Contract/visiting etc
				Total	In the college	
1	Dr.P.Murugan	Head	M.A., M.Phil., Ph.D.,	14	14	Permanent
2	Dr.A.Ramesh	Asst. Prof.	M.A., M.Phil., Ph.D.,NET., SET	10	10	Management
3	Dr.C.Chellapillai	Asst. Prof.	M.A., M.Phil., Ph.D.,NET.,	10	10	Management
4	Dr.D.Gajalakshmi	Asst. Prof.	M.A., Ph.D.,	14	9	Management

5	Dr.K.Sudhakar	Asst. Prof.	M.A., Ph.D., NET.,	8	8	Management
6	Dr.C.Sadhanandan	Asst. Prof.	M.A., M.Phil., Ph.D.,NET., SET	10	7	Management
7	Dr.K.R.Latha	Asst. Prof.	M.A., M.Phil., Ph.D.,NET., SET	8	7	Management
8	Dr.K.Girivasan	Asst. Prof.	M.A., M.Phil., Ph.D., SET	5	5	Management
9	Mr.C.Manogaran	Asst. Prof.	M.A., M.Phil.,	10	3	Management
10	Dr.V.Ramraj	Asst. Prof.	M.A., M.Phil., Ph.D.,NET., SET	-	3	Management
11	Dr.D.Sivalingam	Asst. Prof.	M.A., M.Phil., Ph.D.,NET.,	3	2	Management
12	Mr.T.Yogeswaran	Asst. Prof.	M.A., M.Phil.,	3	2	Management

#### Research Guidance

Sl.No.	Faculty Name (Recognised Guides)	M.Phil. (Awarded/ submitted) - Nos.	Ph.D.( Awarded/ submitted)- Nos.	M.Phil. (Ongoing) - Nos.	Ph.D.(Ongoing) - Nos.
	N.A.				

Number of Research Projects Completed/ ongoing (Give details as an annexure)

Any other Detail as deemed fit.

**We are elevating and enlightening the Tamil Students in elocution, writing compositions with different ways in association with Thiruvavadudurai Dharmapura Aadhinam, Chennai Siddhar Ilakkiya Maiya Trust, Chennai Ilakkiya kazhagam, Chennai Chekkizhar Aaraichi maiyam, Chennai Krishna Jayanthi vizha kuzhu, Chennai Kamban kazhagam, Ilakkiya veedhi etc.,**



Please rate the quality of the academic program by placing a checkmark in the appropriate box to indicate whether the criterion is not applicable (N/A), not evident, emerging, established, or highly developed.


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Not Evident – the criterion statement was not addressed by the program in either its self-study report or appendices. Furthermore, questions about this criterion asked by the Academic Auditor Team at its site visit did not elicit responses that demonstrated that the criterion has been addressed or that a planning process is in place to address the criterion.

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Established – the program demonstrates that its plans, activities and assessments of the criterion are in place in an appropriate, reasonable and well-organized manner. Program faculty, and where applicable students and other stakeholders, are aware of and participate in continuous improvement processes related to the criterion.

Highly Developed – the program thoroughly exhibits that its plans, activities and assessments of the criterion are fully articulated and richly incorporated into the culture of the program including the active engagement of all faculty (full and part-time) as well as students and other stakeholders as pertinent to the criterion. Furthermore, the program shows how it uses the results of assessments regarding the criterion for ongoing improvement of performance in that criterion.

1. Learning		N/A	Outcomes Not Evident	Emerging	Established	Highly Developed
1.1	The faculty has identified program learning outcomes that are current, measurable and based upon appropriate processes and evidence regarding the requirements of the discipline.					Yes
1.2	The faculty has identified student learning outcomes in its core course work that are clear, measurable and based on an appropriate process to identify what students need to master in each course.				Yes	
1.3	The faculty has an appropriate process for evaluating program and course-level learning outcomes on a regular basis taking into account best practices, stakeholder feedback and appropriate benchmarks in the field.				Yes	

2. Curriculum and Co-Curriculum		N/A	Outcomes Not Evident	Emerging	Established	Highly Developed
2.1	The faculty collaborates regularly and effectively on the design of curriculum and planned improvements.					Yes
2.2	The faculty regularly analyzes the content and sequencing of courses as applicable in terms of achieving program learning outcomes.					Yes
2.3	The faculty regularly reviews the curriculum based on appropriate evidence including comparison with best practices where appropriate.					Yes
2.4	The program regularly incorporates appropriate complementary co-curricular activities and programs to supplement and support student learning					Yes
3. Teaching and Learning		N/A	Outcomes Not Evident	Emerging	Established	Highly Developed
3.1	The faculty regularly and effectively collaborates in designing, developing and delivering teaching methods that improve student learning throughout the program.					Yes
3.2	The faculty promotes the effective use of instructional materials and teaching tools, including technology as appropriate, for achieving student mastery of learning objectives.					Yes
3.3	The program regularly evaluates the effectiveness of teaching methods and the appropriateness of instructional materials.					Yes
3.4	The faculty analyze evaluation results on a regular basis and modify teaching methods to improve student learning.					Yes
3.5	The faculty engages in regular professional development that enhances its teaching, scholarship and practice.				Yes	
3.6	The program monitors student persistence and success in its courses and program and uses that data to inform improvements in the program and to optimize student success.				Yes	
4. Student Learning Assessment		N/A	Outcomes Not Evident	Emerging	Established	Highly Developed
4.1	The faculty uses indicators of student learning success that are aligned with program and student learning outcomes.					Yes
4.2	The faculty assesses student learning at multiple points throughout the program using a variety of assessment methods appropriate to the outcomes being assessed.					Yes










## DWARAKA DOSS GOVERDHAN DOSS VAISHNAV COLLEGE


(Autonomous, Linguistic Minority Institution, College with Potential for Excellence)  
Arumbakkam, Chennai – 106.


### Academic Audit Report

Name of the Department		Sanskrit		
Year of Establishment		1964		
Department Timing		Shift I – 8:15am to 1:35pm, Shift II – 2.00pm to 6:30pm		
Audit Panel Members' Name		Designation	Address	Contact Number/ email id
1.	Dr. N. Sujatha	Associate Professor & Head	Department of Sanskrit, JBAS college for women, K.B. Dasan Road, Teynampet, Chennai – 18	9841427746 <a href="mailto:nsujatha@gmail.com">nsujatha@gmail.com</a>
2.	Dr. O.R. Devanathan	Associate Professor & Head	Post graduate & Research Department of Sanskrit, Presidency College, Triplicane, Chennai – 05.	9884364620 <a href="mailto:bhaumadevan_68@yahoo.co.in">bhaumadevan_68@yahoo.co.in</a>
3.	Dr. R. Subasri	Assistant Professor & Head	Department of Sanskrit, Stella Maris College, 17, Cathedral Road, Chennai – 86.	9380332828 <a href="mailto:ramansubasri@gmail.com">ramansubasri@gmail.com</a>
Date of Audit		13/02/2019		

  
**PRINCIPAL**  
Dwaraka Doss Goverdhan Doss  
Vaishnav College  
Arumbakkam, Chennai - 600106.

Particulars		Observation	Remarks / Suggestions by the panel
<u>Courses Offered</u>	Strength		
B.com,BBA,BBM	Shift I – I Year = 33		
B.com(CS), BA (Eco)	Shift I – II Year = 19		
B.A (Socio), B.sc (Viscom,Comp-Sci,Bio-tech,Bio-chem, Psychology,Interior design, Travel & tourism,Physics,PCA,)	Shift II – I year = 95 Shift II – II year = 47		
B.C.A,B.com (A&F)			
<u>Result of the last External Exam</u>			
Courses offered	Pass %		
All the above mentioned courses offered	Details of pass percentage attached.		
Annual Curricular Plan			-
Attendance		a) A Maximum of 5 marks are awarded to students based on individual attendance. b) Attendance registers are maintained for both I & II years.	 <b>PRINCIPAL</b>

Coverage of Syllabus	Syllabus covered in scheduled time.	-
<u>Teaching Diary and Teaching Notes</u> No of Teaching staff including contract/ Guest/PT: No Teachers submitted: No Teachers Not submitted with details:	05	-
Conduct of Classes	Lecture Method	-
Use of supplementary teaching tools and application of ICT	Random use of AV Aids.	-
Student Centric Activities	-	Quiz
Student seminars	-	Seminars may be planned for students
Remedial Coaching	Already in practice for weak students.	-
Student Assignment	Currently in vogue. Two assignments per semester awarding 10 marks.	-
Student Feedback (Analysis done or not)	Analysis done & Sheets attached.	

Conduct of Internal Examinations	Two CIA are conducted per semester.	-
Maintenance of Marks, Register/File	Registers for entering marks are maintained. {CIA, Assignments & Model examination}	-
Library	General library has Sanskrit Books.	-
Laboratories	NA	-
e-Class Rooms	-	Smart class Room may be provided for staff access.
Computer & Internet	Two Systems with Two Printers are provided.	-
Sanitation	Available	-
Drinking Water Facilities	Available	-
		

Faculty Details		Note: A brief CV of each faculty member may be attached, specifying details of honours, achievements, recognitions, publications, workshops, seminar participation, research experience, projects undertaken etc., as an annexure				
Sl. No.	Name	Designation	Qualification	Experience (years)		Perm./Temp./ guest/ Contract/ visiting etc
				Total	In the college	
1.	Dr. V. Sowmyanarayanan	Asst Prof & Head	M.A,M.phil,B.Ed,Ph.D		17 Years	Permanent
2.	Dr. S. Ganesh	Asst Prof	M.A,M.phil,Ph.D	20 Years	15 Years	Permanent
3.	Dr. V. Balaji	Asst Prof	M.A,M.phil,Ph.D		5 Years	Permanent
4.	Sri.B. Keshava Prapanna pandey	Asst Prof	M.A,M.phil, (Ph.D)		4 Years	Temporary
5.	Dr. S. Narasimhan	Asst Prof	M.A, B.Ed,M.phil,Ph.D		3 Years	Permanent

#### Research Guidance

Sl.No.	Faculty Name (Recognised Guides)	M.Phil. (Awarded/ submitted) - Nos.	Ph.D.( Awarded/ submitted) - Nos.	M.Phil. (Ongoing) - Nos.	Ph.D.(Ongoing) - Nos.
1.	Department offers only part – I Sanskrit Language, hence 'Research Guidance' for the faculty not applicable.	NA	NA	NA	NA

Please rate the quality of the academic program by placing a checkmark in the appropriate box to indicate whether the criterion is not applicable (N/A), not evident, emerging, established, or highly developed.

If a particular criterion is inappropriate or not applicable to the program under review, the item will be marked NA.

**Not Evident** – the criterion statement was not addressed by the program in either its self-study report or appendices. Furthermore, questions about this criterion asked by the Academic Auditor Team at its site visit did not elicit responses that demonstrated that the criterion has been addressed or that a planning process is in place to address the criterion.

**Emerging** – the program has acknowledged the criterion statement as an area that has only recently been formally addressed. The program may have presented a planning process that it has put in place to address this criterion. It may have formulated initial plans to address this

criterion but not have implemented the plan. Or, it may be that plans and processes are in place to address this criterion, but that these are in the initial stages of implementation.

Established – the program demonstrates that its plans, activities and assessments of the criterion are in place in an appropriate, reasonable and well-organized manner. Program faculty, and where applicable students and other stakeholders, are aware of and participate in continuous improvement processes related to the criterion.

Highly Developed – the program thoroughly exhibits that its plans, activities and assessments of the criterion are fully articulated and richly incorporated into the culture of the program including the active engagement of all faculty (full and part-time) as well as students and other stakeholders as pertinent to the criterion. Furthermore, the program shows how it uses the results of assessments regarding the criterion for ongoing improvement of performance in that criterion.


1. Learning		N/A	Outcomes Not Evident	Emerging	Established	Highly Developed
1.1	The faculty has identified program learning outcomes that are current, measurable and based upon appropriate processes and evidence regarding the requirements of the discipline.				✓	
1.2	The faculty has identified student learning outcomes in its core coursework that are clear, measurable and based on an appropriate process to identify what students need to master in each course.				✓	
1.3	The faculty has an appropriate process for evaluating program and course-level learning outcomes on a regular basis taking into account best practices, stakeholder feedback and appropriate benchmarks in the field.				✓	
2. Curriculum and Co-Curriculum		N/A	Outcomes Not Evident	Emerging	Established	Highly Developed
2.1	The faculty collaborates regularly and effectively on the design of curriculum and planned improvements.				✓	
2.2	The faculty regularly analyzes the content and sequencing of courses as applicable in terms of achieving program learning outcomes.		✓			
2.3	The faculty regularly reviews the curriculum based on appropriate evidence including comparison with best practices where appropriate.				✓	

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2.4	The program regularly incorporates appropriate complementary co-curricular activities and programs to supplement and support student learning				✓	
<b>3. Teaching and Learning</b>		N/A	Outcomes Not Evident	Emerging	Established	Highly Developed
3.1	The faculty regularly and effectively collaborates in designing, developing and delivering teaching methods that improve student learning throughout the program.				✓	
3.2	The faculty promotes the effective use of instructional materials and teaching tools, including technology as appropriate, for achieving student mastery of learning objectives.				✓	
3.3	The program regularly evaluates the effectiveness of teaching methods and the appropriateness of instructional materials.				✓	
3.4	The faculty analyze evaluation results on a regular basis and modify teaching methods to improve student learning.				✓	
3.5	The faculty engages in regular professional development that enhances its teaching, scholarship and practice.				✓	
3.6	The program monitors student persistence and success in its courses and program and uses that data to inform improvements in the program and to optimize student success.				✓	
<b>4. Student Learning Assessment</b>		N/A	Outcomes Not Evident	Emerging	Established	Highly Developed
4.1	The faculty uses indicators of student learning success that are aligned with program and student learning outcomes.		✓			
4.2	The faculty assesses student learning at multiple points throughout the program using a variety of assessment methods appropriate to the outcomes being assessed.				✓	

  
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	being assessed.					
4.3	The program regularly implements continuous quality improvements based upon the results of its student learning assessments.			✓		
5. Follow-up of Previous Audit		N/A	Outcomes Not Evident	Emerging	Established	Highly Developed
5.1	There is documented evidence that the program has implemented the plans for its initiatives for improvement cited by the faculty in the previous self-study report including any changes to those initiatives for improvement.			✓		
5.2	There is documented evidence that recommendations made by the Academic Auditor Team have been considered and, when feasible and appropriate, implemented and tracked.			✓		

#### Signatures

1. N. Sujatha  
13/2/19
2. Dr. N. SUJATHA  
13/2/19
3. Dr. O. R. DEVANATHAN.  
13/2/19

**Dr. N. Sujatha, M.A., M.Phil., Ph.D.,**  
Associate Professor & Head  
Department of Sanskrit  
JBAS College For Women  
Teynampet, Chennai-600018.

**Dr. O. R. DEVANATHAN**  
Head, Post Graduate and  
Research Department of Sanskrit,  
Presidency College,  
Chennai-600 005

**Dr. R. SUBASRI**  
Assistant Professor & Head  
Department of Sanskrit  
Stella Maris College  
No: 17, Cathedral Road  
Chennai-600 086.

**PRINCIPAL**  
Dwaraka Doss Goverdhan Doss  
Vaishnav College  
Arumbakkam, Chennai - 600106.



## DWARAKA DOSS GOVERDHAN DOSS VAISHNAV COLLEGE

(Autonomous, Linguistic Minority Institution, College with Potential for Excellence)

Arumbakkam, Chennai – 106.

### Academic Audit Report

Name of the Department		TELUGU		
Year of Establishment		1964		
Department Timing		Shift - I 8:15 am to 1:35 pm, Shift II 2.00 pm to 6.30 pm		
Audit Panel Members' Name		Designation	Address	Contact Number/ email id
1.	Dr. G. NALINI Associate prof & Head Department of Telugu Queen Mary's college Chennai - 4.	Associate prof	Queen Mary's college. Chennai - 4	9003196451 nalini.gq.mcl1990@gmail.com
2.	Dr. T. MOHANA SHREE HOD - DEPT. OF TELUGU SRI KANYAKA PARAMESWARI ARTS & SCIENCE COLLEGE FOR WOMEN CHENNAI - 600001.	PRINCIPAL	NO. 1 AUDI PPA STREET CHENNAI - 1.	9940098713 srikanyaka@yahoo.com
3.	Dr. VISTALI SANKARA RAO ASSOCIATE PROFESSOR DEPT. OF TELUGU, UNIVERSITY OF MADRAS CHENNAI - 5	ASSOCIATE PROFESSOR	DEPT. OF TELUGU UNIVERSITY OF MADRAS MARINA CAM PUS CHENNAI - 5	9445203041 dr.vistali@gmail.com

  
PRINCIPAL

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Vaishnav College  
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Date of Audit		06.03.2019	
Particulars		Observation	Remarks / Suggestions by the panel
Courses Offered	Strength		
B.com BBA B.BM - Shift I	- II year - 7 - 1 year		
B.com (C.S)	- 2	} for 2 years	
B.A., Shift I & II	- 7		
B.Sc., Shift I & II	- 22		
Result of the last External Exam			
Courses offered	Pass %		
All the above enclosed	Details of pass percentage attached.		
Annual Curricular Plan		a)	
Attendance	a) Maximum of marks are awarded to student based on individual attendance.	b. Attendance Registers are maintained for both I yr & II yr	
Coverage of Syllabus	Syllabus covered in scheduled time.		
Teaching Diary and Teaching Notes			
No of Teaching staff including contract/ Guest/PT:		01	according to the workload one more staff member may be appointed.

No Teachers submitted: No Teachers Not submitted with details:		
Conduct of Classes	Lecture Method	
Use of supplementary teaching tools and application of ICT	Random use of AV aids & Smart classes.	
Student Centric Activities	Quiz, oratorical Essay writing.	
Student seminars	Conducting Student Seminar Subject related	
Remedial Coaching	Special attention on weak students to come up good.	
Student Assignment	2 Assignments per semester awarding 10 marks.	
Student Feedback (Analysis done or not)	Analysis done. % enclosed	
Conduct of Internal Examinations	Two CIA are conducted per semester and also one model exam.	
Maintenance of Marks, Register/File	Regarding Marks maintenance files maintained.	

Please rate the quality of the academic program by placing a checkmark in the appropriate box to indicate whether the criterion is not applicable (N/A), not evident, emerging, established, or highly developed.

If a particular criterion is inappropriate or not applicable to the program under review, the item will be marked NA.

Not Evident – the criterion statement was not addressed by the program in either its self-study report or appendices. Furthermore, questions about this criterion asked by the Academic Auditor Team at its site visit did not elicit responses that demonstrated that the criterion has been addressed or that a planning process is in place to address the criterion.

Emerging – the program has acknowledged the criterion statement as an area that has only recently been formally addressed. The program may have presented a planning process that it has put in place to address this criterion. It may have formulated initial plans to address this criterion but not have implemented the plan. Or, it may be that plans and processes are in place to address this criterion, but that these are in the initial stages of implementation.

Established – the program demonstrates that its plans, activities and assessments of the criterion are in place in an appropriate, reasonable and well-organized manner. Program faculty, and where applicable students and other stakeholders, are aware of and participate in continuous improvement processes related to the criterion.

Highly Developed – the program thoroughly exhibits that its plans, activities and assessments of the criterion are fully articulated and richly incorporated into the culture of the program including the active engagement of all faculty (full and part-time) as well as students and other stakeholders as pertinent to the criterion. Furthermore, the program shows how it uses the results of assessments regarding the criterion for ongoing improvement of performance in that criterion.

1. Learning		N/A	Outcomes Not Evident	Emerging	Established	Highly Developed
1.1	The faculty has identified program learning outcomes that are current, measurable and based upon appropriate processes and evidence regarding the requirements of the discipline.				✓	
1.2	The faculty has identified student learning outcomes in its core coursework that are clear, measurable and based on an appropriate process to identify what students need to master in each course.				✓	
1.3	The faculty has an appropriate process for evaluating program and course-level learning outcomes on a regular basis taking into account best practices,				✓	



	stakeholder feedback and appropriate benchmarks in the field.					
<b>2. Curriculum and Co-Curriculum</b>		<b>N/A</b>	<b>Outcomes Not Evident</b>	<b>Emerging</b>	<b>Established</b>	<b>Highly Developed</b>
2.1	The faculty collaborates regularly and effectively on the design of curriculum and planned improvements.				✓	
2.2	The faculty regularly analyzes the content and sequencing of courses as applicable in terms of achieving program learning outcomes.		✓			
2.3	The faculty regularly reviews the curriculum based on appropriate evidence including comparison with best practices where appropriate.				✓	
2.4	The program regularly incorporates appropriate complementary co-curricular activities and programs to supplement and support student learning				✓	
<b>3. Teaching and Learning</b>		<b>N/A</b>	<b>Outcomes Not Evident</b>	<b>Emerging</b>	<b>Established</b>	<b>Highly Developed</b>
3.1	The faculty regularly and effectively collaborates in designing, developing and delivering teaching methods that improve student learning throughout the program.				✓	
3.2	The faculty promotes the effective use of instructional materials and teaching tools, including technology as appropriate, for achieving student mastery of learning objectives.				✓	
3.3	The program regularly evaluates the effectiveness of teaching methods and the appropriateness of instructional materials.				✓	
3.4	The faculty analyze evaluation results on a regular basis and modify teaching methods to improve student learning.				✓	
3.5	The faculty engages in regular professional development that enhances its teaching, scholarship and practice.				✓	
3.6	The program monitors student persistence and success in its courses and program and uses that data to inform improvements in the program and to optimize student success.				✓	
<b>4. Student Learning Assessment</b>		<b>N/A</b>	<b>Outcomes Not Evident</b>	<b>Emerging</b>	<b>Established</b>	<b>Highly Developed</b>
4.1	The faculty uses indicators of student learning success that are aligned with program and student learning outcomes.		✓			
4.2	The faculty assesses student learning at multiple points throughout the				✓	

	program using a variety of assessment methods appropriate to the outcomes being assessed.					
4.3	The program regularly implements continuous quality improvements based upon the results of its student learning assessments.				✓	
<b>5. Follow-up of Previous Audit</b>		<b>N/A</b>	<b>Outcomes Not Evident</b>	<b>Emerging</b>	<b>Established</b>	<b>Highly Developed</b>
5.1	There is documented evidence that the program has implemented the plans for its initiatives for improvement cited by the faculty in the previous self-study report including any changes to those initiatives for improvement.				✓	
5.2	There is documented evidence that recommendations made by the Academic Auditor Team have been considered and, when feasible and appropriate, implemented and tracked.				✓	

**Signatures**

- 1.
- 2.
- 3.

**Dr. G. NALINI, M.A., M. Phil., Ph. D.**  
Head of the Department of Telugu  
Queen Mary's College (Autonomous)  
Mylapore, Chennai - 600 004.

*Dr. T. Mohana Shree*  
6/3/19  
**DR. T. MOHANA SHREE**  
**PRINCIPAL**

*Dr. Vistali Sankara Rao*  
6/3/2019  
**Dr. VISTALI SANKARA RAO,**  
M.A., M. Phil., Ph. D.,  
DEPARTMENT OF TELUGU  
UNIVERSITY OF MADRAS  
MARINA CAMPUS  
CHENNAI - 600 005.

*Dwaraka Doss Goverdhan Doss*  
**PRINCIPAL**  
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