



Criterion : VI - Governance, Leadership and Management

Metric : 6.5.2 – Audit Reports

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FATIMA COLLEGE

(Autonomous)

Re-Accredited with 'A' Grade by NAAC (3rd Cycle)

74th Rank in India Ranking 2020 (NIRF) by MHRD

Mary Land, Madurai – 625 018.



PERFORMANCE REVIEW: OCTOBER 2020

Prof. R. Jaganathan, M.Sc., MPhil.
IQAC Co-ordinator



Ayya Nadar Janaki Ammal College
(Autonomous)
Re-Accredited with 'A' Grade by NAAC (3rd Cycle)
College of Excellence by UGC
58th Rank in India Ranking 2020 (NIRF) by MHRD
Sivakasi - 626124.
Date : 23.10.2020

Assessment of Performance of Fatima College for the period June 2019 – September 2020

The following are observations on the performance of the Fatima College (Autonomous), Madurai for this period June 2019 to September 2020 based on the reports submitted by the college.

Points of Appreciation:

1. Capacity building programmes were organized for teaching, Non-teaching and sub staffs.
2. It is good to see that faculty induction and student induction programmes have been conducted.
3. Panel discussion on 'National Education Policy' and 22-week training on "Earn while you Learn" are noteworthy.
4. The resource team of Fatima college helped other institutions for NAAC-Accreditation.
5. The institution provided a good number of community services to the public.
6. Online awareness programmes on covid-19 and introduction of pedagogical tools for online teaching were some timely useful activities taken during the covid-19 pandemic situation.
7. Energy audit and Green audit done for the entire campus were good initiatives towards optimum use of renewable resources.
8. The institution received honors for its contributions towards:
 - Higher Education in India
 - Blood donation by staff & students
 - Good governance
 - Health awareness programmes
 - Outstanding achievement in academics and social services by staff & students
9. As responsible autonomous institution, Fatima College took steps and updates its curriculum for the demand of the society. The following are some curriculum innovations introduced during this period:



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- Introduction of unit-IV- Dynamics in all the courses, Implementation of OBE, Internships and projects, Semester wise practical courses for science streams, Online Digital education and Value added courses by all the departments.

10. Membership in academic/professional bodies by staffs and organization of good number of seminars, workshops, conferences, guest lectures, endowment lectures, career guidance & training programmes, intercollegiate meets and webinars are some of the contributions to supplement teaching - learning process.
11. Change in evaluation pattern to improve learning outcomes, restructuring CIA with timeline and use of ERP for examination work are some welcome move towards examination reforms.
12. Most of the staff members completed/pursuing Ph.D., and attending MOOC / Orientation / refresher / FDP / Workshops / Trainings shows continuous up-gradation of knowledge is taking place.
13. The research potential is seen through the presentation & publications of research papers and ongoing and completed research projects.
14. Libraries contribute a lot to the staff & students. WEB-centric library management system, membership INFLIBNET, DELNET at American library, Chennai and constant updating of books, journals, e-resources, book volumes etc., are some deliberate steps taken to improve the library services.
15. Arranging financial help to the economically weak students to the tune of more than Rs.66 lakhs is the highlight of student support.
16. 652 students of 2019-2020 batch got placement is a commendable achievement as for as arts and science college is concerned.
17. Students brought laurels to the institution in academic as well as sport fields.

Suggestions for Improvement:

1. Steps may be taken to improve pass percentage of P.G. commerce and P.G. science courses. Appreciation letters from the college management to the staff members who produce 90% and above may be given to motivate the teachers.



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2. To ensure holistic development, apart from the academic performances students' participation and achievements in sports, activities in clubs for intercollegiate events, summer programmes, certificate / Add-on / crash courses, Extension activities etc. should also be recorded and these should also be included to measure the attainment of outcomes of every student.
3. Student satisfaction survey may be conducted at the end of every academic year. The feedback collected may be analyzed and the detailed report with the graphs with action taken report shall be placed before the managing committee.
4. Consultancy services may be provided through student's resource forum and staff resource forum.
5. Training and workshops may be arranged through the Centre FIESTA to develop business incubators and start-ups.

Prof. R. Jaganathan,
IQAC Coordinator,
Associate Professor and Head,
Department of Mathematics (UG),
A.N.J.A. College (Autonomous)
Sivakasi

Signature

R. Jaganathan
Prof. R. JAGANATHAN, M.Sc., M.Phil.,
Co-Ordinator
Internal Quality Assurance Cell
Ayra Madar Jeshi Acmal College (Autonomous)
SIVAKASI-626 120



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Vivekananda College

College with Potential for Excellence

Accredited with 'A' Grade (CGPA 3.59) by NAAC

Tiruvedakam West – 625 234

Madurai District, Tamilnadu (INDIA)

Post Graduate and Research Department of Commerce

ESTB: 1971

Email: karthikeyan.madurai@gmail.com
coevivekanandacollege@gmail.com

Mobile: +91-9865074994
+91-7904939124
0452-3590941

Dr.K.Karthikeyan, M.Com., M.Phil., B.Ed., PGDCA, MBA., Ph.D.,
Associate Professor of Commerce
Dean and Controller of Examinations

26th October 2020

To

The Principal,
Fatima College (Autonomous),
Madurai – 625 018

Madam,

Sub.: Report on the Performance of Fatima College during 2019-20-Reg.

Ref.: Your letter dated 20th October 2020

I wish to thank you for opportunity given to me to act as a member of External Peer Team to assess the performance of your college for the period from June 2019 to September 2020. After careful evaluation of the report on the activities of the college during the given period, a detailed report is sent herewith for necessary action.

Thanking You.

Yours faithfully,

(**Dr.K.Karthikeyan**)
External Peer Team Member



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**Report on the Performance of Fatima College (Autonomous), Madurai,
during the period from June 2019 to September 2020**

Points of Appreciation:

1. The faculty development/induction/capacity development programmes organised by the college periodically for the teaching staff to improve the quality of teaching and learning process.
2. The capacity development/orientation/skill development and training programmes organised by the college at regular intervals for the non-teaching staff to enhance the quality of work done by them.
3. The initiatives and innovative practices of the college such as YUVA, ROSA, WEAT, FONDE, SAILS, etc. for the staff and students to develop their personality and also for rendering extension services to the community.
4. Generation of funds by the college through Earn While You Learn, Alumni (FCAA), Philanthropists, etc. to the extent of Rs.66,10, 691 during the period.
5. Signing of 12 MOUs with reputed organisations like ANANDHAM for sharing of academic resources and research facilities for staff and students.
6. College initiatives for entrepreneurial development of students to promote Start Ups creating employment through FIESTA Centre, Counselling and Career Guidance Cell.
7. Placement of more than 652 students in reputed organisations through Placement Cell during the period.
8. Arranging Internship for students outside the State and imparting skills through training and development in industries.
9. Success of 50 students in the competitive examinations like UGC-NET, TAMCET, TNPSC, MAT, CAT, etc. during the period.
10. Achievements of students in sports at University Zonal level, State Level, Regional Level and National level events and tournaments.
11. Good Performance of NCC Cadets in B and C certificate examinations conducted during August 1999.
12. Publication of 31 research papers and presentation of 98 papers by students in the Regional Level, State Level, National Level, and International Seminars.
13. Publication of 78 research papers, publication of 78 papers in seminars and successful completion of two UGC Minor Research Projects by faculty members



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14. Participation of 9 students in Study Abroad Programme visiting Malaysia during October 2019.

15. Innovative and Best Practices of the college like MAM to improve the academic standards of both teachers and students.

16. Celebration of important days like International Yoga Day, National Science Day, Mother Tongue Day, etc.

17. Securing 74th Rank at the All India Level in NIRF 2020 conducted by MHRD, Government of India indicating the overall performance of the college.

18. Many Awards and Recognitions received by the teachers and students in all the fields including **Best Governed Institution** for the college by the University of Malaya, Kuala Lumpur, Malaysia, at the 25th International Conference on September 07, 2019.

Suggestions for Improvements

1. Encourage the Staff and Students to utilise the Grants of various funding agencies like UGC, ICSSR, CSIR, DST, TNSCST, and TANSCH for Teaching and Research Activities.

2. Motivate the Staff and Students to enrol more in the Online Certification Courses offered through SWAYAM – NPTEL for enriching the knowledge and experience.

3. Availing of various schemes of UGC and ICSSR meant for female staff and students such as Swami Vivekananda Single Girl Child, PG Indira Gandhi Scheme for Single Girl Child, PDF for Women (Unemployed), Maulana Azad National Fellowship for Minority Students, Rajiv Gandhi National Fellowship for SC/ST Students.

4. More Teachers should be encouraged to apply for UGC Major and Minor Research Projects, Post-Doctoral Fellowship for Women, Travel Grant Scheme for College Teachers to attend International Conferences abroad, etc.

5. All the Departments should be encouraged to apply for UGC/ICSSR Grants to organise more seminars/workshops and capacity building programmes.

(Dr.K.Karthikeyan)

External Peer Team Member



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ATG BETTER VALUE.
SMARTER CHOICE.

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YOKOHAMA

ATC/TVL/2020-21/08

21.10.2020

The Principal,
Fatima College (Autonomous)
Madurai - 625 018.

Respected & Rev. Principal,

Thanks for the opportunity once again to continue my association with Fatima College as an Industry Expert to assess the performance of the College.

I had gone through the annual report for the period June 2019 - Sept 2020, the annual report is comprehensive and have illustrated entire gamut of activities during the preceding year.

In spite of the various constraints due to pandemic and various constraints you were able to continue the planned academic activities. It reveals the determination of the Management and shows that nothing can deter you from moving forward. Various acronyms such as ROSA, YUVA, and WEAT etc. are thoughtfully coined and impressive.

APPRECIATIONS

- ✓ Various new innovative initiatives and sustenance of best practices for the inclusive growth of the students is are highly commendable.
- ✓ Community services during to the society is appreciated.
- ✓ Passport mela is an novel idea.
- ✓ Achievements & accomplishments by the faculty members are appreciated.
- ✓ Usage of renewal energy in hostel is appreciated.

OPPORTUNITIES FOR IMPROVEMENTS

- ✓ Though there are many good initiatives, Is there any mechanism to measure the benefits of the initiatives, e.g Number of students benefitted out of Earn while you learn, WEAT & FIESTA.
- ✓ Objective of YUVA initiative may be clearly defined.
- ✓ You have implemented various skill development programme for the students through various forums, you may try livelihood skill development courses available through National Skill Development Council (NSDC) , Student will get stipend and a certificate as well.
- ✓ Feedback may be sought from the students for the effectiveness of the Virtual classes "webinarjam"
- ✓ The status of the Admissions during the year may be furnished & how did you overcome the challenges.

ATC Tires Private Limited

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Registered Office : Empire Complex, Block No. 53 & 27 C, 2nd Floor, 114, Senapati Bapat Marg, Lower Panel, Mumbai - 400 013.

Tel : +91 22 3857 9600 Fax : +91 22 3857 9699.

CIN : U25111MH2007PTC172456



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- ✓ Number of projects completed by Quality Circle Teams and the percentage of participation may be mentioned.
- ✓ Please explore the possibility of e-library for the student to access while learning from home.
- ✓ Mock interview sessions may be conducted to enhance the interview skills of the students for employment.
- ✓ Awareness sessions for student about upcoming disruptive technologies may be introduced.
- ✓ Though there are very good events conducted by the college, you may celebrate Road Safety week & World environment Day to inculcate awareness.
- ✓ Projects to conserve Power & Water may be implemented.
- ✓ Pass percentage in P. G Commerce is only 66%, have this been analyzed?

CLARIFICATIONS NEEDED

- ✓ The period of the report says June 2019 to September 2020 (16 months)??
- ✓ Have you developed a continuity plan for re-opening the college as usual? What is the plan to ensure to make the campus Covid-19 resilient?
- ✓ Glad to know that you have conducted Energy audit & Green audit, Was it done by a competent person?
- ✓ Few points seems repeated.

With Regards,


Sivakumar J
GM - HR & IR

ATC Tires Private Limited

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FATIMA COLLEGE

(Autonomous)

Re-Accredited with 'A' Grade by NAAC (3rd Cycle)
94th Rank in India Ranking 2019 (NIRF) by MHRD
Mary Land, Madurai – 625 018.



DATE OF PEER TEAM VISIT AND PERFORMANCE REVIEW: 11 JULY 2019

EXTERNAL PEER TEAM

Academician

Prof. M. Selvam,
Syndicate Member,
Alagappa University & Senior Adviser,
IQAC, Bharathidasan University, Tiruchirappali.

Mr. R. Jaganathan,
IQAC Co-ordinator,
Ayya Nadar Janaki Ammal College,
Sivakasi.

Industrial Expert

Mr. J. Siva Kumar,
AGM - HR & Admin,
J. K. Fenner (India) Ltd.,
3, Melakkal Road,
Kochadai, Madurai.

Alumnae

Ms. Jayantha Anand,
Director Finance,
Jeya Engineering & Infrastructure Pvt. Ltd.,
Tuticorin.



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IQAC MEMBERS INTERACTING WITH THE PEER TEAM



DR. S. VIDYA, IQAC COORDINATOR MAKING A PRESENTATION TO THE PEER TEAM





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FATIMA COLLEGE (Autonomous)

Re-Accredited with 'A' Grade by NAAC (3rd Cycle)
94th Rank in India Ranking 2019 (NIRF) by MHRD
Mary Land, Madurai – 625 018.



Report of the External Peer Team on the Performance of the College 2018-19

Date of Peer Team Visit and Performance Review: 11th July 2019

I. Curricular Aspects

1. Choice Based Credit System with choices spreading to Add-on Courses, Value added Courses, Extra credit courses, is continually adopted.
2. The Curriculum is subjected to meticulous annual revision and great intentions and good efforts made to meet the local/national needs and global standards.
3. In all 21 UG, 14 PG, 2 Professional (MCA and MBA with AICTE recognition), 5 M.Phil., 6 Ph.D. Programs, and 28 other Programs are offered by the College.

II. Innovations in Teaching- Learning

1. Trendy pedagogies (such as Flipped, Online and other ICT methods) mixed with traditional styles of teaching-learning are adopted.
2. Outcome based curriculum, competency based content and efficacy based evaluation followed.
3. Faculty members as well as students update their exposure by pursuing MOOCs, and use Open Educational Resources (OERs) other learning apps.

III. Research Culture

1. Extra-mural / Institution-funded / Alumnae-funded research projects 13 got on stream.
2. 1 publication per semester per faculty is the threshold need.



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3. 'Fabrication of Solar Cells using e-waste', 'Eco-friendly, Bio-mediated RGO/Metal Nanocomposites for Remediation of Hazardous Pollutants in Water' and few such research pursuits are carried on as 'Alumnae Funded Projects'.

IV. Achievements of Faculty

1. Ph.D./ NET/ SET qualifications secured by 13 faculty members during 2018–19. In all, our faculty qualification distribution is: Ph.D.: 57, Ph.D. with NET: 19, Ph.D. with SET: 21, Ph.D. with NET & SET: 8, NET: 14, SET: 20 and NET & SET: 12.
2. Best Teacher Award received by two faculty members during 2018-19. In all 151 Faculty members have received National/ State Levels awards during the last 10 years.
3. MOOCs/Online Courses pursued/completed by our faculty members during 2018 -19: 4

V. Achievements by Students

1. Ms. Jenith Jessey, III B.A. English won the II Prize and Cash Award of Rs. 30,000 in the National Essay Competition – 'Dawn of the New Century' - International Association of Lions Club – June 02, 2018.
2. Ms. S. S. Thenmozhi, II B.Sc. Mathematics attended the NCC Thal Sainik Camp (TSC) at New Delhi - Sep. 18 to 26, 2018.
3. Six Students participated in the 9th Indian Student Parliament, Bharatiya Chhatra Sansad at Maharashtra Institute of Technology, World Peace University, Pune from Jan. 18 to 20, 2019.
4. Six Students participated in the National Students Parliament, Kerala Legislative Assembly at Kerala from Feb. 23 to 25, 2019. Ms. T. Thamarai Yazhini, III B.A. English was selected as one of the 17 student speakers of National Students Parliament, Kerala among 500+ students to speak in Kerala Legislative Assembly.



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5. Ms. R. Manipriya, Ph.D. Tamil - 9 Awards of sorts for Language Skills.
6. Fifty Students Passed various Competitive / Eligibility Examinations.
7. Forty two Students got Cash Award of Rs. 98,000 for varied talents.
8. Eight Trophies and Overall Shields won by students.
9. Twenty three Students published 31 Research Articles.
10. Ninety eight Papers presented by 152 students in Seminars held by various Institutions.
11. Two Students won II Prize in the National Level Competitions in various institutions.
12. One-hundred Students won Prizes in the State Level Competitions in various institutions.
13. One-hundred and seven Students won Prizes in the Regional Level Competitions in various institutions.
14. Two Students Participated in Media Programs.

VI. Extension / Out - reach Activities

1. Women Empowerment Animation & Training Centre (WEAT) was awarded the Best Social Forum Award (National Level) conferred by Dr. Abdul Kalam Educational Trust, Chennai on March 15, 2018.
2. College is selected under *Unnat Bharat Abhiyan* (UBA) – Government Programme (Five Villages)
3. Visible transformation of villages because of the efforts of the students of Fatima College.
4. Sixteen villages adopted for Out-reach activities.

VII. Infrastructure

1. New built-up space of the size of 118.56 sq.m. added



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2. Wi-Fi enabled campus simultaneous access by 1000 students and faculty members
3. Addition to Library Resources: Volumes 2262 with outlay of Rs. 11, 66, 526.
4. Of the 71 class rooms 27 are equipped with LCD Projectors and 5 with Smart Boards.

VIII. Student Support and Progression

1. Scholarships / Freeships / Earn While You Learn financial support to the tune of Rs.64,31,234 to 1617 beneficiaries
2. On Campus Student Placement -645 of 1736, i.e: 37.15 %
3. Professional Counselling and Mentor-Mentee System in vogue involving timely interventions (196 beneficiaries-individual counselling) apart from the whole college being divided into Mentor-Mentee ratio of 1:20.

IX. Governance and Leadership Culture

1. Transparent, Proactive, Tech-savvy, e-enabled and forward looking Governance in Practice.
2. Enterprise Resource Planning (ERP) and Learning Management System (LMS) in operation.
3. Governance culture exhibits and enriches our commitment to the Vision and Mission Statements of the Institution.

X. Efficacy of the IQAC

1. 'Day-1 to Day-365' task-yoked IQAC is active with variety of activities leading to quality enhancement
2. Cluster of Colleges - Networking with 4 Colleges with Fatima College as Nodal institution.
3. Fatima Incubation Entrepreneurial Skill Training and Animation (FIESTA) & Fatima Online Digital Education (FONDE) are the noteworthy initiatives.
4. Total capacity building programs for Teaching, Non-Teaching and Sub-Staff.



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XI. Green Campus & Reusable Energy

1. Flora/Fauna Diversity, including 1000+ trees including rare and endangered species maintained.
2. Birds like Owlett, Shuruva, Owl, Pigeon, Parrot and Sun Bird are often spotted on the campus (Average count of 51 by species).
3. Installation of Solar Panel 10KW each in the College campus and Hostel.
4. Mushroom Cultivation 50 kg harvested.
5. Paper Recycling: 80 paper bags, 25 scribbling Pads, 30 Pen Stands and 12 files produced per month from recycled paper.
6. Ninety Kg of food waste every month converted into biogas using Biogas plant which saves almost one and half cylinders energy.

XII. Best Practices

1. Preference to First Generation Learners in enrolment to various programs, other credentials being equal.
2. Commendable Relief Work carried out by 58 students with a team of 9 teachers headed by the Secretary and the Principal at Pattukottai in Thanjavur District. The amount generated was Rs. 3, 76, 889/-.

XIII. Innovative Practices

1. Value Education imparted since the inception of the institution in 1953.
2. Strategy Adopted to Improve Learning Skills (SAILS)

XIV. Recommendations

1. Curriculum bench-mark with World-class Higher Education Institutions through MoU, Tie-up, On-line exposure and the like.
2. The Percentage of Smart Class Rooms to be raised to 100% from the current 47% in two-three years.



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3. Taping the Extra-mural Funds through multiple funding including tapping Corporate Social Responsibility measures.
4. Faculty Capacity Enrichment through faculty exchange with leading universities (on-line or otherwise) and organizing one-two week Program specific initiatives by each program stream on cutting-edge topics.
5. Elevating the Library of the College to the status of a Landmark Library in the region.
6. Embark on a program of Zero discharge of waste-water and Total harvest of run-away rain waters appropriately.

Signatures of the Members of the External Peer Team

Chairperson:

Prof. M. Selvam,
Syndicate Member,
Alagappa University &
Senior Advisor, IQAC,
Bharathidasan University,
Tiruchirapalli.

M. Selvam
11/7/2019

Academic Expert:

Mr. R. Jaganathan,
IQAC Co-ordinator,
Associate Professor & Head,
Department of Mathematics,
Ayya Nadar Janaki Ammal College,
Sivakasi.

R. Jaganathan
11/7/19

Industrial Expert:

Mr. J. Siva Kumar,
Assistant General Manager- HR & Admin,
J. K. Fenner (India) Ltd., Kochadai,
Madurai.

J. Siva Kumar
11/07/19



Dr. G. Uthaya Sathya Narayana
PRINCIPAL
FATIMA COLLEGE (AUTONOMOUS),
MADURAI-18



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ACTION TAKEN ON THE REPORT OF EXTERNAL PEER TEAM

ON

THE PERFORMANCE OF THE COLLEGE 2018 - 2019

The External Peer Team **commended the College for its all-round performance.** It also had 6 recommendations for quality enhancement.

S. No.	Recommendations	Action Taken
1.	Curriculum bench-mark with World-class Higher Education Institutions through MoU, Tie-up, On-line exposure and the like.	1. With the introduction of OBE, Online mode of teaching and learning adopted. MOOC, Swayam enrolment increased. 2. Series of webinars give online exposure.
2.	The percentage of smart-classrooms to be increased to 100%	Work in progress
3.	Extra Mural Funds to be tapped	<ul style="list-style-type: none"> The Alumnae contribution has risen The retired staff and the staff in service have been encouraged to create endowments.
4.	Faculty Capacity Enrichment through faculty exchange with leading universities (on-line or otherwise) and organizing one two week Program specific initiatives by each program stream on cutting-edge topics.	1. 41 Staff have undertaken online Courses. 2. 9 Staff have attended FDPs online.



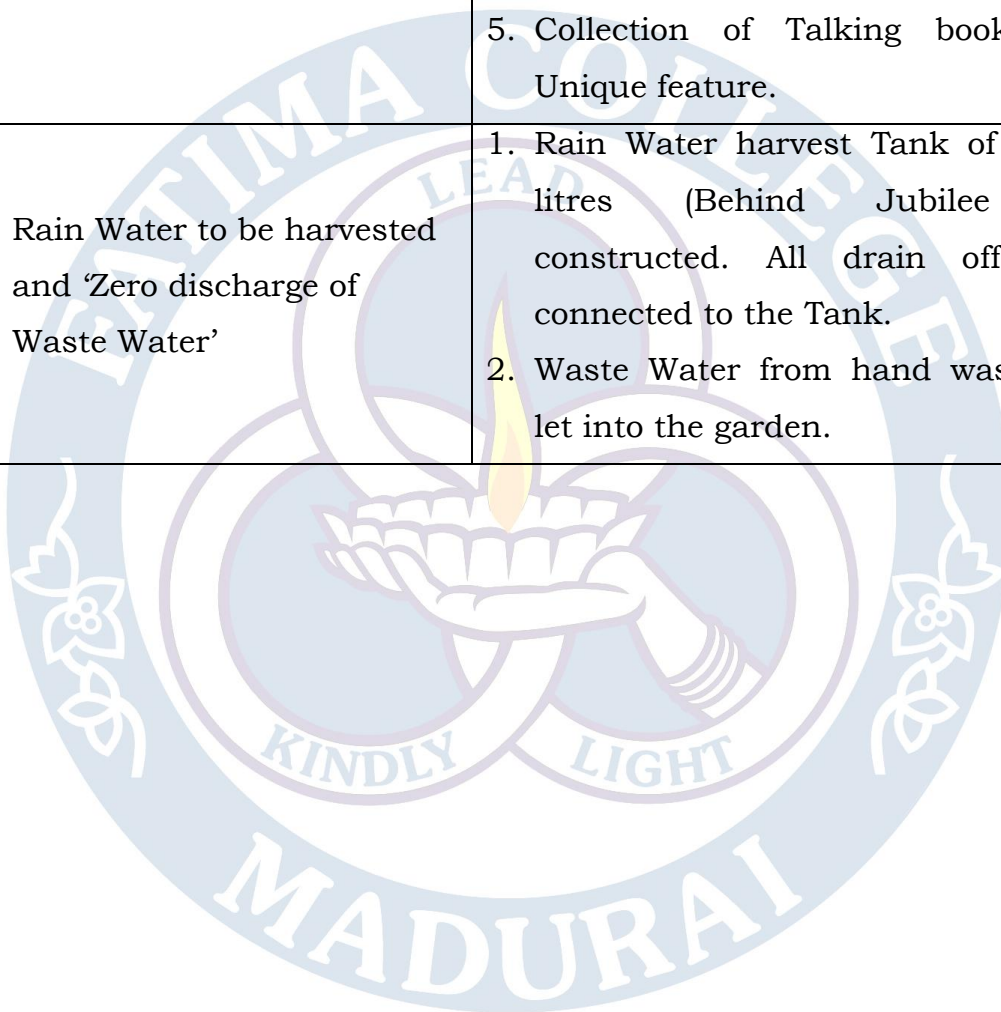
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5.	Elevate the Library as a landmark library in the region.	<ol style="list-style-type: none"> 1. 127 Staff & Research scholars from other institutions are members. 2. Cubicles for Research Scholars- Infrastructure augmented. 3. Fully automated services. 4. RFID – first library in south Tamil Nadu to implement. 5. Collection of Talking books – A Unique feature.
6.	Rain Water to be harvested and 'Zero discharge of Waste Water'	<ol style="list-style-type: none"> 1. Rain Water harvest Tank of 160000 litres (Behind Jubilee Hall) constructed. All drain off points connected to the Tank. 2. Waste Water from hand wash sinks let into the garden.





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Action Taken Report

Administrative Audit 2018 - 2019

Feedback of the Teaching Staff on the Management

The Teaching Staff placed 5 recommendations before the management. All the 5 have been duly noted.

S. No.	Recommendations	Action Taken
1.	Salary to be increased for Shift-II Staff	Salary is commensurate with experience and qualification. Salary was revised in 2017. Management is looking into it.
2.	All departments to be upgraded into Research centres	As soon as Guideships are processed, Departments can move in that direction.
3.	Staff to be encouraged to take up research	The Dean of Research galvanises research. Management has introduced incentives.
4.	Flexibility in Principal Meeting staff	Staff can fix appointment over Phone. Time slots given for Shift-I & II.
5.	NCC room to be provided with Computer and Printer	Will be provided.



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FEEDBACK OF THE NON-TEACHING STAFF ON THE MANAGEMENT

The Non-Teaching staff placed six suggestions for a better Staff-Management relationship to improve the work ambience. All the six have been duly noted and appropriate action was taken by the Management.

S. No.	RECOMMENDATIONS	ACTION TAKEN
1.	A smoother way to get an appointment with the Principal for signatures.	1. Appointment to be made through Messages/ Phone Calls informing the PA. 2. Zero waiting time before the Principal's office.
2.	Work load to be distributed evenly without favour.	1. Work load is distributed evenly. 2. Staggered timing based on nature of the work.
3.	More Training Programmes to be arranged.	The IQAC has conducted two Skill Training Programmes on 01.12.2018 & 30.01.2019.
4.	Recreational activities to be arranged.	1. Games conducted & prizes given by IQAC. 2. Throw Ball Match conducted
5.	Sessions on protecting mental health, cordial social relationships needed.	IQAC arranged sessions on work-life Balance, Team Building, Emotional Intelligence, Inter Personal relationships and Physical fitness.
6.	Lunch room to be allocated.	1. A room (Recreation Room for Non-Teaching Staff) is allocated in the administrative Block. 2. A room in the canteen is allocated for the Non-Teaching Staff.



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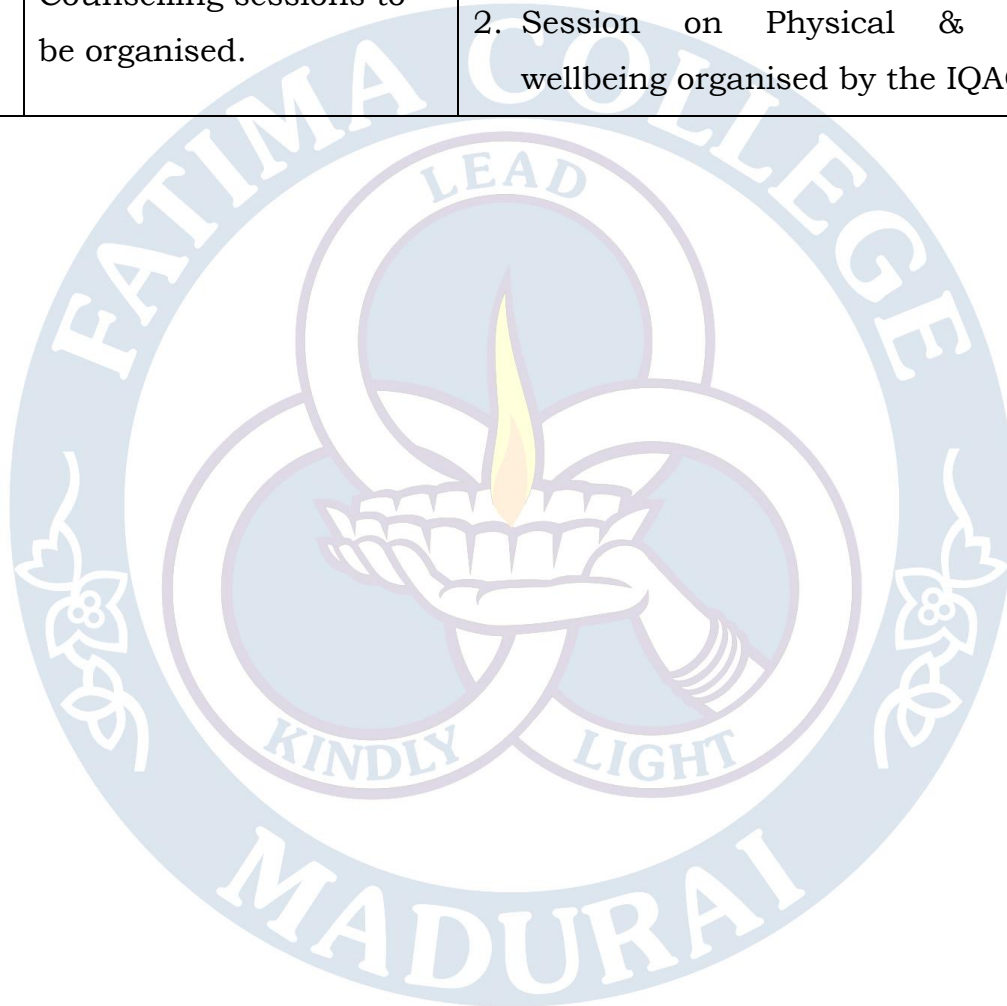
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SUPPORT STAFF ON THE MANAGEMENT

The Support Staff enjoy a happy work ambience. They had only one suggestion which was attended to.

S. No.	RECOMMENDATIONS	ACTION TAKEN
1.	Counselling sessions to be organised.	1. One to one counselling organised. 2. Session on Physical & Mental wellbeing organised by the IQAC.





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ACADEMIC AUDIT - FEBRUARY 2019

DATE OF PEER TEAM VISIT AND PERFORMANCE REVIEW: 25.02.2019



Audit team: Dr. M.Selvam, Dr. G. Baskaran, Prof. Dr. K. Muthuchelian and Dr.S. Alfred Cecil Raj

ACTION TAKEN REPORT

Academic Audit suggestions offered in the Academic Audit on 25.02.2019

S.No	Suggestions Offered	Action Taken
1.	Extension activities can be undertaken (Discipline Specific)	It has been made discipline – Specific
2.	Lectures can be recorded and supplied to students in the form of Slides / YouTube	Recorded lectures are sent to students.



Criterion : VI - Governance, Leadership and Management

Metric : 6.5.2 – Audit Reports

Year : 2015 - 2020



MINUTES OF THE ACADEMIC AUDIT – 25 FEBRUARY 2019

FATIMA COLLEGE (AUTONOMOUS) MADURAI

ACADEMIC AUDIT - 25.02.2019

MINUTES OF THE ACADEMIC AUDIT

ADMINISTRATIVE MEMBERS

1. Dr. Sr. G. CELINE SAHAYA MARY
PRINCIPAL, FATIMA COLLEGE
2. Dr. Sr. M. FRANCISCA FLORA
SECRETARY, FATIMA COLLEGE
3. Dr. Sr. M. FATIMA MARY
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VICE PRINCIPAL-II, SHIFT-I
5. Dr. Sr. J. ARUL MARY
VICE PRINCIPAL-I, SHIFT-II
6. Dr. Ms. ARASAMMAL
VICE PRINCIPAL-II, SHIFT-II

AUDIT TEAM

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BHARATHIDASAN UNIVERSITY
TIRUCHIRAPPALLI

M. Selvam
25/2/2019



Criterion : VI - Governance, Leadership and Management

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2. Dr. G. BASKARAN
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GANDHIGRAM, DINDIGUL DIST. *[Signature]*
3. Dr. S.J. KALA
DEAN OF ACADEMIC AFFAIRS (ARTS) *[Signature]*

SCIENCE :
1. PROF. DR. K. MUTHUCHELIAN
FORMER V.C., PERIYAR UNIVERSITY, SALEM)
CHAIRPERSON & HEAD
DEPARTMENT OF BIOENERGY
SCHOOL OF ENERGY, ENVIRONMENT & NATURAL
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MADURAI KAMARAJ UNIVERSITY.
MADURAI
2. Dr. S. ALFRED CECIL RAJ
DEAN & MEMBER SECRETARY - IQAC
ASSOCIATE PROFESSOR.
PG & RESEARCH DEPARTMENT OF PHYSICS
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ST. JOSEPH'S COLLEGE (AUTONOMOUS)
TIRUCIRAPPALLI *[Signature]*
3. Dr. N. MALATHI
DEAN OF ACADEMIC AFFAIRS (SCIENCE) *[Signature]*
4. Mrs. E. HELENA
DEAN OF ACADEMIC AFFAIRS (SE) *[Signature]*



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The following are the overall observations made by the subject experts which they mailed a week later:

- The New UGC Norms should be made available to the departments, so that they can prepare the slides according to the criteria. Most of the departments have made use of the old version.
- Appreciations are for certain departments like Management Studies, Sociology with Social Work, English and Journalism and Mass Communication as they made fine presentations with support documents. The UG programmes like Business Administration, English (S.F) have shown their contribution well with documents.
- Children have brought so many laurels to the departments as well as to the institution. Most of the departments have displayed the prizes and certificates. Congrats.
- By this time, they might have made changes in the syllabus (Bos is scheduled next week) as per the norms of UGC that 30% of the content must be changed. The OBE should be given priority in each course as it should fulfill the need of the students during the job opportunities.
- Does not mean the other departments do not have much to present but they will also have to rise to the level of the other. Having the autonomy and the resources, the departments can constantly be in touch with the system and the need, they can update and enrich themselves.
- They work in the common platform and the resources are also common which means that they will have to make use of the opportunities extended by the management.
- Should have more contribution on Research and Outcome. Publications are to be concentrated.



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- Extension Activities may be given importance. Mere tree plantation is not enough. The contributions should be horizontal and vertical-growth centred.
- Need-Based Text books may be evolved. The language teachers may think of Part-I/II materials.
- ICT components may be generated. The lectures may be recorded and supplied to students in the form of Slides/Youtubes. These can be uploaded in the college website also.
- The library should be updated - books, journals, online resources, linkages with contributory libraries of the globe. (We have not visited during the Audit). The daily visits of staff and students are to be monitored and listed.
- Certificate and Diploma Programmes on Hindi and French languages may be offered. The Authorities may also think of offering other foreign languages to students during the evening.
- It seems that each department has adopted a village and the faculty and the children together are making extension activities - mostly awareness programmes. Priority should be given to the impact oriented / development centric training programmes to women and the jobless. You can conduct a survey among the villagers about the benefits they enjoyed after your training. This is just an attempt of taking your teaching and the students' learning to the villagers.
- It is good that students are going abroad for studies and in turn the foreigners are coming here for their studies. The departments should prepare the list of students who have completed NET-JRF, NET, SET etc. exams and ready for placements. In the programme presentations, slides may be added focussing on the students' contributions. The placement records may be created.



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- The demand ratio of the programmes may be added in the presentation.
- Short term (3 years) and long term (5 years) plans may be thought of in each department.
- Students' participation in extra curricular and co-curricular activities are fine but what about their academic performance. Pass percentage alone is not enough.
- Glad of alumnae list but what are they doing to the Institute in turn. They may be invited often to motivate students for their job opportunities. Training sessions may be organised through their entrepreneurial experience.
- All the parameters in the presentation are supposed to be quantifiable and verifiable.
- The uniqueness of the departments and their innovation in the curriculum design need to be fairly explained in terms of autonomy, value addition and new courses, options in CBCS, attainment of the students etc.
- The books added in the library displayed by various departments are very minimum for a period of 3 academic years.
- ICT integration in different domains including T-L-E should be properly accounted. Facilities through IT, contribution by faculty must be exposed to other members and students.
- In research, except 2 departments the outcome is not encouraging. Fund mobilization by the faculty or the support rendered by the Management is to be improved.
- Revenue generation through consultancy, start-up, IPR, MoUs, Linkages, Collaborations, etc. are the important areas to be contextualized by the departments.



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ACADEMIC AUDIT - 29 AUGUST 2016

DATE OF PEER TEAM VISIT AND PERFORMANCE REVIEW: 25 AUGUST 2016



Audit team: Dr. K. Ravichandran, Dr. L. Cesis Dastan, Dr. P. Sudhhakar Swamy and Dr. P. Sagayaraj

Following suggestions were given by the experts:

- To offer more certificate courses with nominal fee
- To take comprehensive effort to make the students communicate in English
- Study the impact of extension activity
- To apply for more research projects

Action Taken Report

To facilitate the students to know the basics of other disciplines and to improve their self-learning skills, FOUNDATION COURSE was introduced for the first year students as two papers **G1FC1 – Arts and G2FC2 - Science** during I and II semesters respectively

FOUNDATION COURSE is offered as online program which is comfortable, convenient, flexible and also it motivates the students for self-paced learning. The course is available



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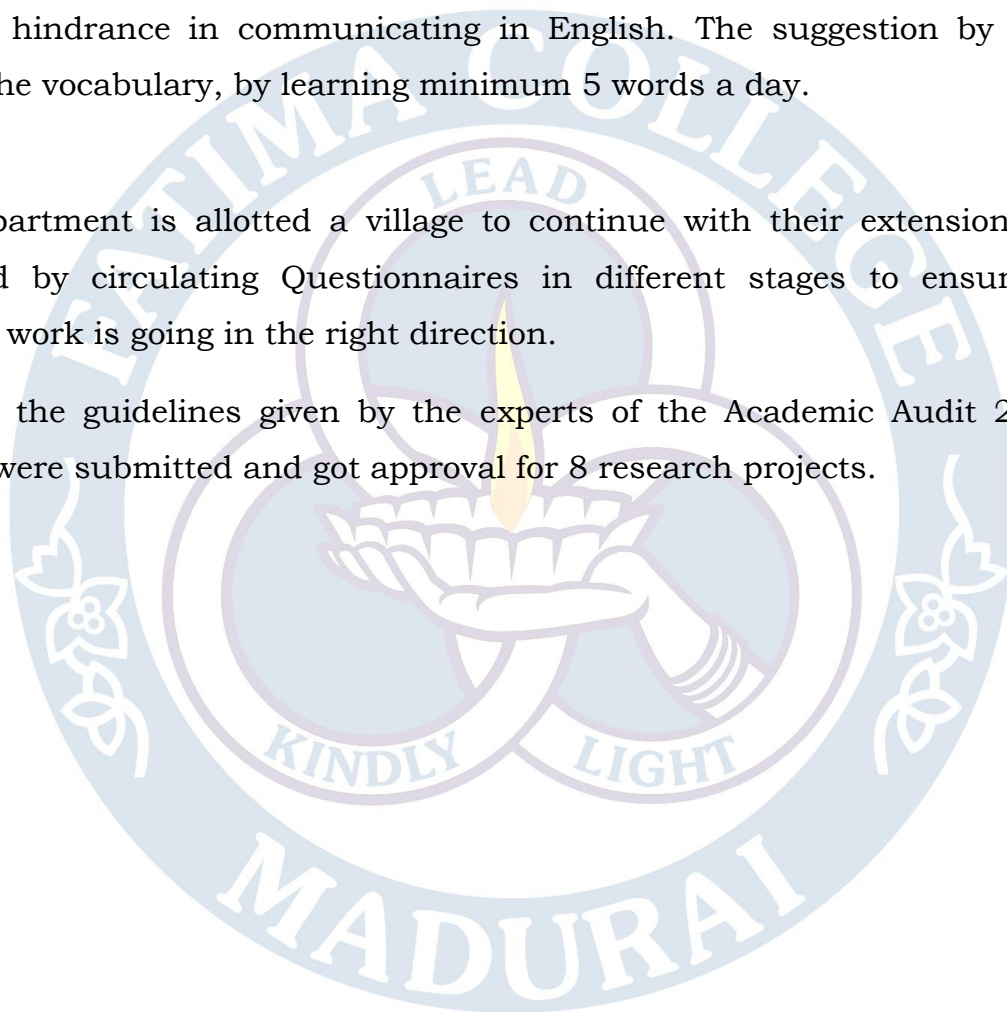


with Syllabus, course content in the form of videos - prepared by our staff members with the transcript and question bank with minimum of 50 questions from each stream. At the end of the semester, students take up the online test and get their grade.

All efforts are taken to make the students communicate in English. In this regard a group of Quality Circle students have taken up a study to find out the cause for the hesitation to and a solution to overcome it. The survey indicates that poor vocabulary is the main hindrance in communicating in English. The suggestion by the team is to improve the vocabulary, by learning minimum 5 words a day.

Every department is allotted a village to continue with their extension. Survey is conducted by circulating Questionnaires in different stages to ensure that the extension work is going in the right direction.

Based on the guidelines given by the experts of the Academic Audit 22 research proposal were submitted and got approval for 8 research projects.





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FATIMA COLLEGE (AUTONOMOUS) MADURAI ACADEMIC AUDIT - 29.8.2016.

Minutes of the Academic Audit held on
29.8.2016. at 8.30 a.m.

Administrative Members :

1. Dr. Sr. K. Fatima Mary
Principal, Fatima College. *Sr. K. Fatima Mary*
2. Dr. Sr. M. Francisca Flora.
Secretary, Fatima College. *Sr. Francisca*
3. Sr. M. Fatima Mary
Vice Principal - I *Sr. Fatima Mary*
4. Mrs. R. Alphonsa Fernando. *R. Alphonsa Fernando*
Vice Principal - II
5. Mrs. B. Chandirika
Vice Principal (SE). *B. Chandirika*

AUDIT TEAM :

ARTS :

1. Dr. K. Parichandran *K. Parichandran*
Professor & Head,
Department of Entrepreneurship Studies
School of Business Studies.
Madurai Kamaraj University.
Madurai.
2. Dr. K. Cesis Dastan
Associate Professor in Commerce *K. Cesis Dastan*
Presidency College.
Chennai.



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3.	Dr. M. Regina Mary Dean of Academic affairs (Arts)	<i>M. Regina</i>
SCIENCE :		
1.	Dr. P. Sudhakar Swamy Professor & Head Department of Plant Sciences School of Biological Sciences Madurai Kamaraj University, Madurai	<i>P. Sudhakar Swamy</i>
2.	Dr. P. Sagayaraj Head, Department of Physics Loyola College, Chennai.	<i>P. Sagayaraj</i>
3.	Dr. B. Medona Dean of Academic affairs (Science)	<i>B. Medona</i>
4.	Mrs. E. Helena Dean of Academic affairs (Self Financing).	<i>E. Helena</i>