



ESTD 1964

BASELIUS COLLEGE

KOTTAYAM - 686001

NAAC REACCREDITED WITH A++ CGPA 3.51

AFFILIATED TO MAHATMA GANDHI UNIVERSITY



REPORT OF THE ACADEMIC AND ADMINISTRATIVE AUDIT

FOT THE YEAR 2022-23

DATE OF AUDIT: 7th December 2023

By

Prof. Dr Antony Joseph K

Professor S B College Changanasseri

REPORT OF THE ACADEMIC AND ADMINISTRATIVE AUDIT FOR THE YEAR 2022-2023

DATE OF AUDIT: 7th December 2023

CHAIRMAN OF Academic audit: Dr. Antony Joseph
Professor, Department of Commerce,
S.B College, Changanassery

Introduction

The Academic and Administrative Audit [AAA] of Baselius College Kottayam, the renowned higher education institution in the cultural hub of Kottayam, the land of letters, lakes and latex, for the academic year 2022-2023 was conducted on 07.12.2023. This report of the AAA is prepared on the basis of presentations made before the audit team, by the IQAC of the college and various academic departments; documents produced before the team; and the clarifications obtained on the queries raised.

The process began with the Principal Dr. Biju Thomas extending an invite to the Chairman a Dr. Antony Joseph, a couple of weeks back. After several rounds of interactions between the audit team and Jeejamol P.M, the meticulous IQAC coordinator of the institution, the date and mode of operation of the process were finalised. Besides the Principal and IQAC Coordinator, the Vice Principal of the college Dr Jyothimol P. and the Coordinator of Academic Monitoring Unit of the college Dr. Manoj Narayanan were actively involved in the whole audit process.

The audit took place as per the following schedule.

SCHEDULE OF AUDIT – THURSDAY - 7 DECEMBER 2023

9.45 am – Discussion with the Principal & IQAC Co-ordinator

10.15 am – Department of English

10.40 am – Department of Physics & Electronics

11.05 am – Department of Chemistry

(11.30 am – Tea Break)

11.40 am – Department of Economics

12.00 pm – Department of Commerce

12.20 pm – Department of Botany

12.35 pm – Department of Zoology

(12.50 pm – 01.45 pm – Lunch Break)

01.45 pm – Department of Malayalam & Sanskrit

02.00 pm – Department of Mathematics Statistics & Data Analytics

02.20 pm – Department of Political Science & History

02.35 pm – Department of BBA

02.50 pm – Department of Commerce (SF)

(Tea Break)

03.05 pm – Department of Physical Education

03.20 pm – NSS

03.30 pm – NCC

03.30 pm – 04.00 PM – IQAC Document verification

04.00 pm – 04.30 – Report preparation

04.30 pm – Exit Meeting & Handing over of Report to the Principal

BASELIUS COLLEGE

ACADEMIC AUDIT

YEAR UNDER PREVIEW: 2022-23

REPORT

Criterion I: Curricular Aspects

- **Participation in Add -on, SWAYAM and MOOC Courses other than University initiated Organic Farming Course to be improved**
- **Course-wise feedback shall be collected at the department level, analysed and action taken.**

Criterion II: Teaching- Learning and Evaluation

- **Results are generally satisfactory. However, efforts shall be taken to improve wherever there is a drop. Special initiatives required at department levels.**
- **Outcome Based education shall be implemented in the real sense.**

Criterion III: Research, Consultancy and Extension

- **Efforts shall be taken for getting funded projects sanctioned.**
- **All departments shall strive to become teachers with 100 % research qualification**
- **More research papers in reputed and indexed journals is expected.**
- **Student publication and paper presentations in seminars shall be encouraged.**
- **All departments shall conduct at least one seminar/workshop concentrating on Research/IPR/Entrepreneurship/Indian Knowledge System**

Criterion IV: Infrastructure and Learning Resources

- **Better use of LMS shall be done**
- **Infrastructure augmentation shall be made wherever necessary**

Criterion V: Students Support and Progression

- **Student support programmes are appreciable.**
- **Awareness on admission to premier institutions shall be given.**
- **Visits to eminent academic institutions shall be considered**
- **A full-fledged HR Department and Placement Officer is the need of the hour to improve the placement of students**

Criterion VI: Governance, Leadership and Management

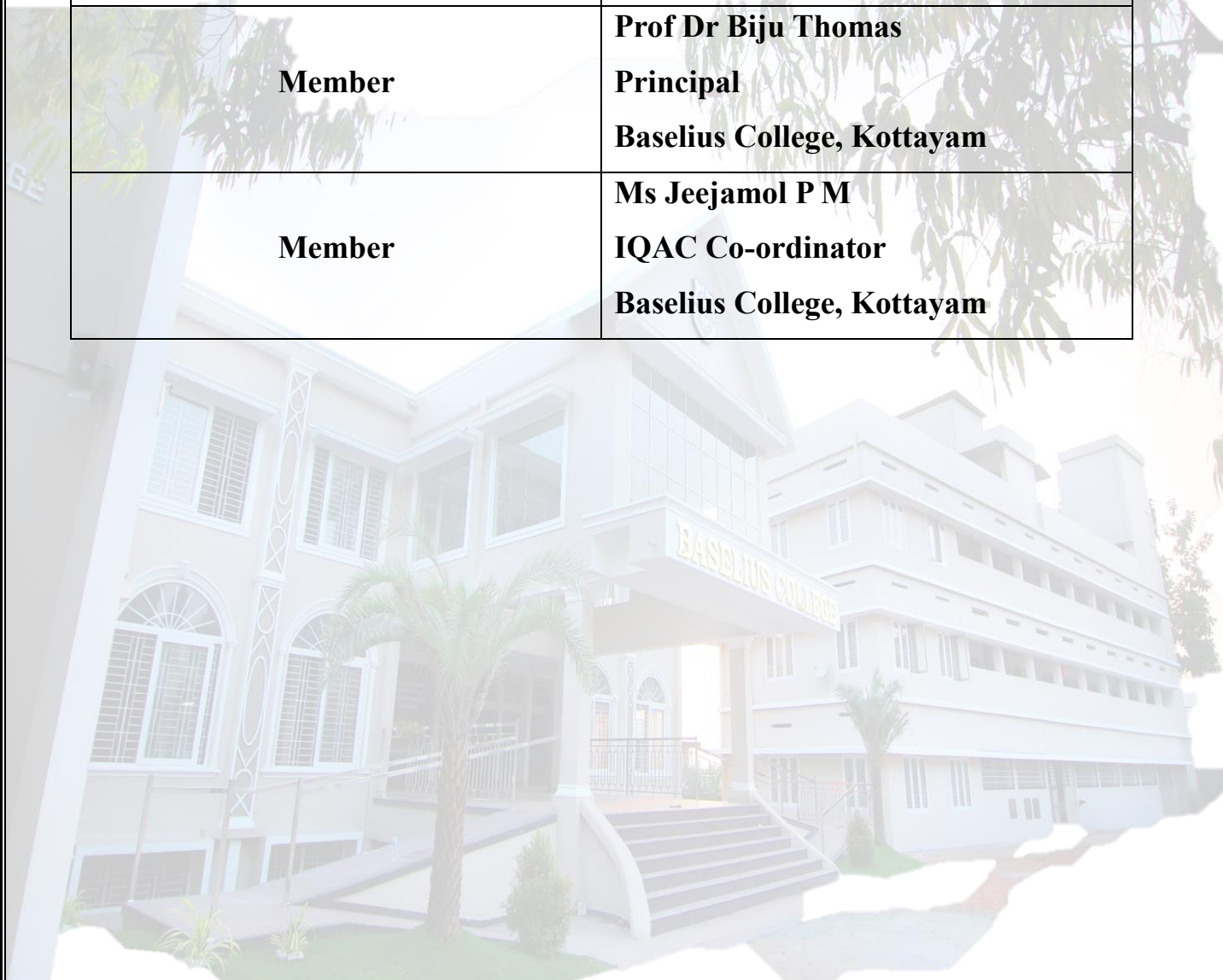
- **Teachers of Self-Financing Department shall attend FDPs to update the knowledge level. The institution shall support the initiative.**
- **There shall be a mechanism to support teachers who excel in research by way of more publications, presentations etc.**

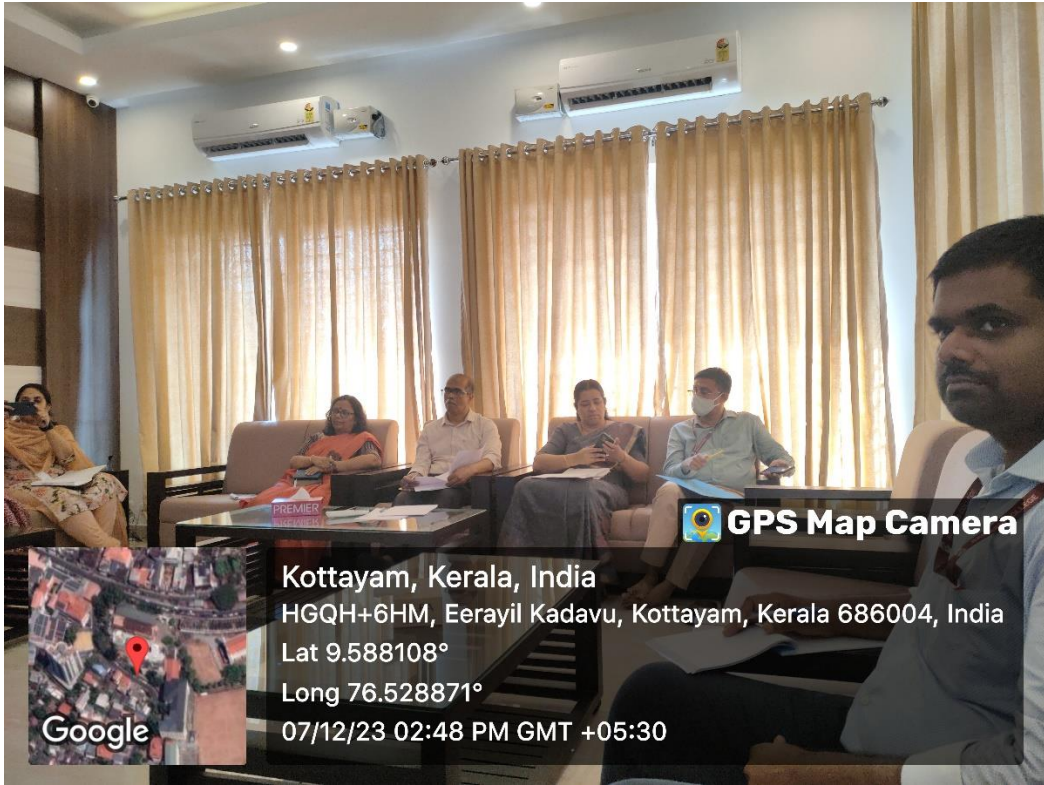
Criterion VII: Innovations and Best Practices

- **Innovative Practices shall be adopted by each department**
- **There has to be a centralised plan in the identification, execution and follow up of Best Practices and the department level practice shall be in tune with the common plan.**
- **Departments shall provide support and extend their services to other departments and outside the campus.**

Name of the members of the Peer team

	Name
Chairperson and External Expert	Prof. Dr Antony Joseph K Professor S B College Changanasseri
Member	Prof Dr Biju Thomas Principal Baselius College, Kottayam
Member	Ms Jeejamol P M IQAC Co-ordinator Baselius College, Kottayam






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Dr. BIJU THOMAS
PRINCIPAL
BASELIUS COLLEGE
KOTTAYAM