

**A.D.M. COLLEGE FOR WOMEN (AUTONOMOUS)**  
**(Accredited With 'A' Grade By NAAC 3<sup>rd</sup> Cycle)**  
***(Affiliated to Bharathidasan University, Tiruchirappalli)***  
**NAGAPATTINAM – 611 001**

**INTERNAL QUALITY ASSURANCE CELL**



**EXTERNAL ACADEMIC AUDIT REPORT**

**2020-21**

**A.D.M.College for Women (Autonomous), Nagapattinam**

**External Academic Audit 2020-21 on 20.03.2021**

<b>S.No.</b>	<b>Departments</b>	<b>External Members</b>	<b>Internal Members</b>
1	Commerce (Aided & Sf) BBA Zoology Botany - Allied Statistics - Allied	Dr.D.Ilangovan, Professor & Head, Department of Commerce, Annamalai University, Chidambaram.	Dr.V.Renuga, Associate Professor of Commerce, A.D.M.College for Women (Autonomous), Nagapattinam.
2	Physics Chemistry Bio-Chemistry Geology	Dr.S.Rajasekar, Professor , School of Physics, Bharathidasan University, Palkalaiperur, Tiruchirappalli.	Dr.R.Prisilla, HoD/Assistant Professor of Physics, A.D.M.College for Women (Autonomous), Nagapattinam.
3	History Economics English	Dr.S.Karthik Kumar, Deputy Director – IQAC, Associate Professor of English, Annamalai University, Chidambaram.	Dr.V.Umamaheswari, Assistant Professor of English A.D.M.College for Women (Autonomous), Nagapattinam.
4	Mathematics (Aided & SF) Computer Science / IT / BCA	Dr.A.Tamilselvan, Head & Associate Professor of Mathematics, Co-ordinator OBC, Bharathidasan University, Palkalaiperur, Tiruchirappalli	Mrs.M.Prabhavathi Assistant Professor of Mathematics, A.D.M.College for Women (Autonomous), Nagapattinam.

**A.D.M.College for Women (Autonomous), Nagapattinam**

**External Audit Report 2021.**

**External Member :** Dr.S.Rajasekar, Professor ,  
School of Physics,  
Bharathidasan University,  
Tiruchirappalli.

**Common to All the Departments**

- In the curriculum, syllabi of each course, the objectives/outcomes should not always start with “To learn...”, “To Know..”, To Understand...”. They need to be rewritten so that each objective is written in different style of English.
- A detailed analysis on “Attainment of Pos, PSOs, and Cos to be done for each programme for at least two years. One or Two experts may be invited to present talks on this. Percentage of attainment to be arrived.
- Feed backs from students, teachers, stakeholders, alumni especially on “Curriculum Design” should be obtained at the end of each semester. The report on feed back, analysis of the feed back and the action taken on the report must be done for the past few years and also for the coming years.
- In every academic year each student ( I year, II year ....) of each programme should be made to undergo at least one value added course.
- In every academic year each student of every programme should do a field project ( visit to outside) and every student should give a 3 to 5 pages typed report with photos if possible.
- Every year the College may conduct Faculty Development Programmes for all the teachers of this College.
- Every year Special Lectures on Noble Prize topic have to be arrangement by the relevant department.

*S. Rajasekar* (3/21)  
Signature of External Member

**A.D.M.College for Women (Autonomous), Nagapattinam**

**External Audit Report 2020 - 2021.**

**External Member :** Dr.S.Rajasekar, Professor ,  
School of Physics,  
Bharathidasan University,  
Tiruchirappalli.

**Department of Physics**

The Department of Physics is offering UG and PG Programmes. For each major Elective course an alternative course need to be given. Instead of the course “Spectroscopic Techniques” (PG Programme)” Instrumentation Techniques “ may be introduced. The course “Crystal Growth and Thin Films” may be partially shifted to “Solid State Physics” and a new course to be introduced. Placement details are maintained and every year a good number of outgoing students are placed. Competitions are regularly organized every year. The teachers need to introduce every year 2 or 3 new experiments on “Electronics” “Microprocessor and Microcontroller” and “Numerical Methods”. As Physics in any institution is expected to be the top on Academic and Research Activities the department teachers (all) need to be encouraged to register for Ph.D and to do collaboration research with neighbouring Colleges / Institutions. Required facility need to be provided by the Management of the College.

*S.Rajasekar 20/3/21*  
**Signature of External Member**

**A.D.M.College for Women (Autonomous), Nagapattinam**

**External Audit Report 2020 - 2021.**

**External Member :** Dr.S.Rajasekar, Professor ,  
School of Physics,  
Bharathidasan University,  
Tiruchirappalli.

**Department of Chemistry**

The curriculum structure and syllabus of the UG and PG Programmes are up to date and standard ones. The file maintenance is very good. Placement of outgoing students is properly maintained. The Department needs to focus on research activities so that in near future all the existing teachers become Ph.D degree holders and the department becomes a research centre. In addition to celebrating Science Day the departments of Chemistry and Biochemistry jointly arrange a special Lecture on "Noble Prize Topic" every year motivating the students to go for research and jobs in scientific institutions and industry. The department may identify the slow learners by appropriate mechanism and not by marks.

*S Rajasekar 20/3/21*  
Signature of External Member

**A.D.M.College for Women (Autonomous), Nagapattinam**

**External Audit Report 2021.**

**External Member :** Dr.S.Rajasekar, Professor ,  
School of Physics,  
Bharathidasan University,  
Tiruchirappalli.

**Department of Geology**

The Curriculum of B.Sc.Geology is standard one. At present only two teachers are working. Sufficient additional teachers need to be appointed. As this department is a few years old department every year a few new equipments for laboratory have to be purchased and for this sufficient equipment grant to be allotted.

The teachers are to be encouraged to register for Ph.D. Regular activities of the department and the achievement of the department of the students are appreciable.

*S.Rajasekar* 22/3/21  
Signature of External Member



**A.D.M.College for Women (Autonomous), Nagapattinam**

**External Audit Report 2021.**

**External Member :** Dr.S.Rajasekar, Professor ,  
School of Physics,  
Bharathidasan University,  
Tiruchirappalli.

**Department of Biochemistry**

The Curriculum structure and syllabus of the programme offered are standard one. At present only two teachers are working. Sufficient more number of teachers need to be appointed so that each teacher have two hours break up on each day. A teacher is a Ph.D holder. This teacher has to be encouraged to get research guidance and publish papers regularly.

Many students received prizes in various competitions. This is appreciated Departments of Chemistry and Biochemistry can conduct certain activities jointly. For example, they may organize special lectures on Science Day and on Nobel Prize Topics every year.

*S. Rajasekar*  
Signature of External Member

**A.D.M. College for Women (Autonomous), Nagapattinam**

**External Audit Report 2020 – 2021**

**External Member :**

Dr.A.Tamilselvan,  
Professor and Head,  
Department of Mathematics,  
Bharathidasan University,  
Tiruchirappalli.

The following suggestions are given by Dr.A.Tamilselvan, External expert for Academic Audit.

**Department of Mathematics:**

**Strength**

- Strong curriculum
- Teaching, learning and Evaluation process are good.
- All the records are properly maintained.
- Most of the faculty are Ph.D holders
- Placement record is good.
- Regular student support programs.

**Recommendations:**

- Records should be maintained in typed manner as well as a soft copy.
- Value added courses for PG should be included in the curriculum
- Research publications should be published in peer reviewed journals.
- Faculty without Ph.D degree are advised to complete their Ph.D
- Separate computer lab may be provided to the department.
- Increase the intake for M.Sc.Mathematics.

  
Signature of the External Member  
(Dr.A.Tamilselvan)

**Dr. A. Tamilselvan**  
Professor and Head  
Department of Mathematics  
Bharathidasan University  
Tiruchirappalli - 620 024



**A.D.M.College for Women (Autonomous), Nagapattinam**

**External Audit Report 2020 - 2021.**

**External Member :** Dr.A.Tamilselvan,  
Professor & Head  
Department of Mathematics,  
Bharathidasan University,  
Palkalaiperur,  
Tiruchirappalli.

The following suggestions are given by Dr. A.Tamilselvan, External Expert for Academic Audit.

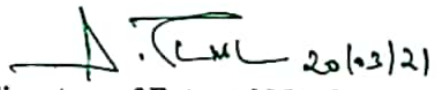
**Department of Computer Science**

**Strengths**

- Strong Curriculum.
- Internships for doing Project works.
- Worthful value added courses.
- Good number of Extension Activities.
- Good number of project works is done by the students through MOU.

**Recommendations**

- Most faculty members' qualification is not par with UGC norms.
- No research activities.
- Required number of Lab assistants is to be appointed.
- Board of Studies should be conducted every year.
- May offer Diploma courses to other department students.

  
Signature of External Member  
(Dr.A.Tamilselvan)

**Dr. A. Tamilselvan**  
Professor and Head  
Department of Mathematics  
Bharathidasan University  
Tiruchirappalli - 620 024

**A.D.M. College for Women (Autonomous), Nagapattinam**

**External Audit Report 2020 – 2021**

**External Member :**

**Dr.D.Ilangovan,**  
Professor,  
Department of Commerce,  
Annamalai University,  
Chidambaram

The following suggestions are given by Dr.D.Elangovan, External Expert for Academic Audit

**Department of Commerce**

- Practical knowledge/ exposure to be given in all courses where ever applicable.
- Need based courses to be introduced, even as stand alone are value added ones.
- UG level - in II Semester extension activities and in V semester experiential learning to be introduced from the next academic year onwards.
- Chartered Accountants can be invited for imparting practical knowledge on Audit and Income Tax courses.
- PG level – I semester mini project , II semester Industrial Visit, III semester Internship and in IV semester Project Report to be introduced from next academic year onwards.



Signature of the External Member 20/3/21  
(Dr.D.Ilangovan)

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**External Audit Report 2020 – 2021**

**External Member :**

**Dr.D.Ilangovan,**  
Professor,  
Department of Commerce,  
Annamalai University,  
Chidambaram

The following suggestions are given by Dr.D.Elangovan, External Expert for Academic Audit

**Department of Zoology**

- Need based and socially relevant courses can be introduced, taking into account the Ecological Environment of Nagapattinam.
- Pictorial display of specimens.
- PG level – I semester mini project , II semester Industrial Visit, III semester Internship and in IV semester Project to be introduced from next academic year onwards.

  
Signature of the External Member  
(Dr.D.Ilangovan) 20/3/21

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**External Member :**

**Dr.D.Ilangovan,**  
Professor,  
Department of Commerce,  
Annamalai University,  
Chidambaram

The following suggestions are given by Dr.D.Elangovan, External Expert for Academic Audit

**Department of Botany**

- Students can be taken to botanical garden located at nearby places like Yercaud, Salem
- Pictorial display of specimens.

  
Signature of the External Member  
(Dr.D.Ilangovan) 20/3/21

**A.D.M. College for Women (Autonomous), Nagapattinam**

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**External Member :**

**Dr.D.Ilangovan,**  
Professor,  
Department of Commerce,  
Annamalai University,  
Chidambaram

The following suggestions are given by Dr.D.Elangovan, External Expert for Academic Audit

**Department of Statistics**

- Offer consultancy services to the research scholars in various departments.
- Curriculum can be revised by including recent developments.
- Department level Library is important.

  
Signature of the External Member  
(Dr.D.Ilangovan) 20/3/21

**A.D.M. College for Women (Autonomous), Nagapattinam**

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**External Member :**

**Dr.D.Ilangovan,**  
Professor,  
Department of Commerce,  
Annamalai University,  
Chidambaram

The following suggestions are given by Dr.D.Elangovan, External Expert for Academic Audit.

**Department of Business Administration**

- Academic Orientation of faculty members can be arranged with the support of college management.
- Visiting faculties can be arranged to impart practical knowledge.
- Course like Corporate Social Responsibility, Export Procedure and Front Office Management can be included in the curriculum of Business Administration Programmes.
- Refer leading management schools in India and Foreign countries while framing curriculum

  
Signature of the External Member  
(Dr.D.Ilangovan) 20/3/21



**A.D.M. College for Women (Autonomous), Nagapattinam**

**External Audit Report 2020 – 2021**

**External Member :**

**Dr.D.Ilangovan,**  
Professor,  
Department of Commerce,  
Annamalai University,  
Chidambaram

**General suggestions**

- Orientation and Refresher courses to be arranged for all self financing faculty members with in the college.
- All Departments should be provided UGC handbook and TANSHE guidelines.
- Wi-Fi facility to be provided to all students at predetermined hours (Non-working hours)

  
Signature of the External Member  
(Dr.D.Ilangovan)

20/3/21

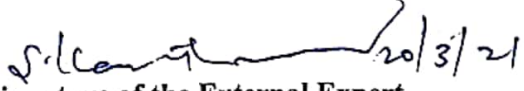
**EXTERNAL AUDIT REPORT 2020-21**

**DEPARTMENT OF HISTORY**

**20.03.2021**

**Remarks:**


1. Skill based courses should be embedded with practical components.
2. Workable mechanism for identifying slow / advanced learners.
3. Innovative Teaching methods to be adopted, wherever possible.
4. Student Placement Orders to be attached with the report of the Placement activities.
5. Student representations in Speakers' Forum, Journal Club Meeting and Department Association
6. Evidences to be validated with Jio tag photographs.
7. Extension Activities to be inaugurated.
8. Project work may be introduced as a course in the next Board of Studies.
9. Publication in index journals to be encouraged.

  
Signature of the External Expert  
Dr.S.Karthik Kumar,  
Deputy Director – IQAC,  
Associate Professor of English,  
Annamalai University,  
Chidambaram.

**EXTERNAL AUDIT REPORT 2020-21**  
**PG & RESEARCH DEPARTMENT OF ECONOMICS**

**Remarks:**

1. Skill based courses should be embedded with practical components.
2. Project work may be introduced as a course in the next Board of Studies.
3. Evidences to be validated with Jio tag photographs.
4. Student Placement Orders to be attached with the report of the Placement activities.
5. Workable mechanism for identifying slow / advanced learners.
6. Innovative Teaching methods to be adopted, wherever possible.
7. Student representations in Speakers' Forum, Journal Club Meeting and Department Association
8. Publication in index journals to be encouraged.

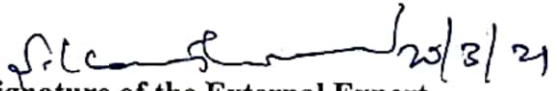
  
Signature of the External Expert  
Dr.S.Karthik Kumar,  
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Associate Professor of English,  
Annamalai University,  
Chidambaram.

**EXTERNAL AUDIT REPORT 2020-21**  
**RESEARCH DEPARTMENT OF ENGLISH**

20.03.2021

**Remarks:**

1. Skill based courses should be embedded with practical components.
2. Workable mechanism for identifying slow / advanced learners.
3. Innovative Teaching methods to be adopted, wherever possible.
4. Student Placement Orders to be attached with the report of the Placement activities.
5. Student representations in Speakers' Forum, Journal Club Meeting and Department Association
6. Coaching / Special classes for Competitive Examinations / Communicative Skills.
7. Evidences to be validated with Jio tag photographs.
8. Opportunities for MOUs / Research Collaboration can be explored.
9. Extension Activities to be inaugurated.
10. Project work may be introduced as a course in the next Board of Studies.
11. Publication in index journals to be encouraged.

  
Signature of the External Expert  
Dr.S.Karthik Kumar,  
Deputy Director – IQAC,  
Associate Professor of English,  
Annamalai University,  
Chidambaram.

**ACADEMIC AUDIT 2020-21.  
CRITERIA WISE CHECK LIST**

<b>Criteria</b>	<b>Records</b>
<b>Criterion I – Curricular Aspects</b>	Syllabus with POs, PSOs and COs
	Papers offered - Skill Based / Women centered / Employability / Entrepreneurship
	Value added / Short Term Certificate Courses
	Students Projects / Internships / Field projects
<b>Criterion II – Teaching, Learning and Evaluation</b>	Students Bio Data Register
	Advanced learners / Slow learners coaching registers
	Department SOP – Special programmes / Innovative Teaching methods / ICT enabled teaching methods / e-modules / PPTs / e-contents.
	Academic Diary / Plan of Work / Log note
	Students Mentor – Mentee details
	Department Academic Calendar / Work Load and Time Table
	Staff strength / profile
	List of staff with designation, qualification, years of experience - Both Aided / SF Academic year wise details
	Mark Registers – Individual / General / CIA
<b>Criterion III – Research Innovations and Extension</b>	Research Committee / Endowment for research details / seed money
	Awards – faculty members - research
	Major / Minor Research / UGC Grants and funds from funding agencies
	Research supervisor list with Ph.D Scholars details
	Research collaboration
	Conferences / Seminars / Workshops organized / IPR if any
	Research Committee in department



	Paper Publications / Presentation – UGC / Peer Reviewed Journals & Books
	Scopus / H-INDEXT details
	Revenue generated by the departments – consultancy services details
	List of Equipments / Asset Register / Log book
	Extension activity details
	Awards – students
	Part V Activity details
	MOU
	Placement Records
<b>Criterion IV – Infrastructure and Learning Resources</b>	Department Library Books / Science Lab / Language Lab / Mat Lab / Commerce Lab / Computer Lab – Log Note/ Utilization Note / Stock Register
<b>Criterion V – Student Support and Progression</b>	Parent Teacher Association Meeting
	Alumni Meeting
	Students Scholarship details
	Speakers' Forum / Journal Club Meeting
	Students participation in various competitions / seminars / workshops / sports
	Competitive Examination Coaching
	Grievances Records
	Advanced Learners/NET/SLET/GATE etc.,
	Sports/Cultural