

Internal Quality Assurance Cell (IQAC)

PAVANATMA COLLEGE

Murickassery P.O., Idukki - 685604

Academic & Administrative Audit

An external academic audit of Pavanatma College was conducted on 20/05/2024. The audit team consist of the following members:

Sl.No.	Name and Address	Designation
1	Dr. T. M Joseph, Former Principal Newman College, Thodupuzha	External Expert of IQAC
2	Prof.(Dr.) Bennichen Scaria., Principal, Pavanatma College, Murickassery	IQAC Chairperson
3	Prof.(Dr.) Saji Joseph, Professor of Physics, Pavanatma College, Murickassery	Vice Principal
4	Mr. Saji K Jose, Associate Professor of Chemistry, Pavanatma College, Murickassery	Vice Principal
5	Mr. Santhosh George, Assistant Professor of History, Pavanatma College, Murickassery	IQAC Coordinator

The external academic audit of Pavanatma College conducted on 15/02/2024 is summarized below.

The decision to conduct an external academic audit for Pavanatma College is based on organizational goals to pursue quality in letter and spirit. The IQAC has taken initial steps to consult an external expert. IQAC Team and the External expert engage in pre-audit meetings to discuss the audit's scope, objectives, and timelines. Necessary documentation, including academic policies, student records, and faculty credentials, is gathered and

made available. The audit officially commenced on 20/05/2024. An opening meeting is held with team members.






Document inspection and necessary interactions with key personnel, including administrators, and faculty members, were conducted. These interactions provide insights into the college's academic processes, management practices, and overall effectiveness. Data on student performance, departmental programmes, and quality assurance initiatives was verified. After that, an interface meeting with staff members was conducted to interact with them and give suggestions for the forthcoming SSR of the College.

The academic audit highlights the following observations:

- a. The audit process's focus is reinforcing a commitment to quality assurance, with the primary goal of enhancing the overall academic experience at Pavanatma College.
- b. Pavanatma College's decision to undergo an external academic audit signifies its dedication to maintaining and pursuing high-quality academic standards.
- c. The Internal Quality Assurance Cell (IQAC) has displayed proactive measures by consulting an external expert, showcasing a systematic approach to ensuring academic excellence.
- d. Pre-audit meetings between the IQAC Team and the External expert reflect careful planning, effectively aligning audit scope, objectives, and timelines.
- e. Essential documentation, encompassing academic policies, student records, and faculty credentials, has been diligently collected and made available for the audit process, facilitating a thorough examination.
- f. The audit officially commenced on the scheduled date, highlighting punctuality and adherence to the planned assessment timeline.
- g. Interactions with the IQAC team exemplify transparency, establishing a collaborative tone between the audit and college stakeholders.

- h. A comprehensive document review has been executed, ensuring a meticulous examination of academic policies, curricular documents, and other essential records.
- i. The available documents relating to the Self Study Report (Cycle 4), especially the quantitative matrices are verified and suggested certain modifications.
- j. Documentation is to follow the suitability of the DVV partner.
- k. Interactions with administrators and faculty members offer valuable insights into the college's academic processes, management practices, and overall effectiveness.
- l. More chairs with external funding are to be introduced in the College.
- m. An incubation center is to be established, emphasizing skill enhancement and research ecosystem.
- n. Pavanatma College is to be urged to introduce more management-sponsored scholarships.
- o. The current administrative and academic management software (PAAMS) should be updated to automate all documentation processes.
- p. Green initiatives of the College, especially the green audit, environmental audit, energy audit, etc. are commendable.
- q. Herbal Garden is to be more practice-oriented.
- r. The institution's efforts to streamline Outcome Based Education (OBE) and automate the assessment process are acknowledged and appreciated.
- s. A post-audit review will be conducted to assess the effectiveness of the implemented changes and identify any new areas for improvement.

Name and Signature of External Audit team members:

Sl.No.	Name and Address	Signature
1	Dr. T. M Joseph Former Principal, Newman College, Thodupuzha	
2	Prof.(Dr.) Bennichen Scaria Principal, Pavanatma College, Murickassery	
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Murickassery

20/05/2024