



# Hajee Karutha Rowther Howdia College

An Autonomous Institution.

Affiliated to Madurai Kamaraj University, Madurai.  
Uthamapalayam (Post), Theni (District), Tamilnadu, Pincode - 625 533.

**Hajee Dr. H. MOHAMED MEERAN**, M.A., M.Phil., Ph.D.,  
Principal

Date: 14-10-2020.

To

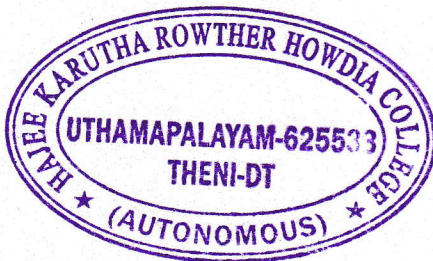
**Dr. M. Sulthan Ibrahim M.Sc., M.Phil., Ph.D.**  
**Principal (FAC)**  
**Government Arts and Science College**  
**Kottur-625534**  
**Theni Dt**  
**Mail: [km.sulthan@gmail.com](mailto:km.sulthan@gmail.com)**  
**Mobile: 9894947879**

Dear Sir,

Sub: External Academic Audit – Auditor – Invitation – Intimation – Regarding.

It is informed that you have been invited as External Auditor to conduct Academic Audit for the year 2019-20 in our College.

Thanking you.



Principal

**PRINCIPAL**

**Hajee Karutha Rowther Howdia College**  
**(Autonomous)**  
**UTHAMAPALAYAM-625533.**





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**Hajee Dr. H. MOHAMED MEERAN**, M.A., M.Phil., Ph.D.,  
Principal

Date: 14-10-2020

To

**Dr. P. Gurusamy, M.A., M.Phil., Ph.D.**

**Assistant Professor**

**Department of Public Administration**

**Thiruvalluvar Government Arts College, Rasipuram.**

**Namakkal District, Tamil Nadu.**

**Email: [pattanguru74@gmail.com](mailto:pattanguru74@gmail.com)**

**Mobil: 7010384377**

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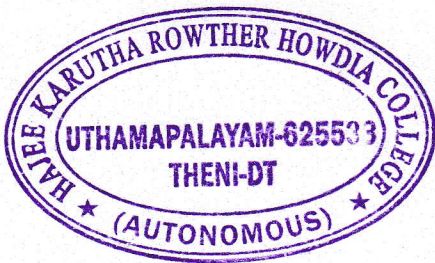
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Principal

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**Hajee Karutha Rowther Howdia College  
(Autonomous)**

**UTHAMAPALAYAM-625533.**





# **Hajee Karutha Rowther Howdia College (Autonomous)**

Uthamapalayam – 625 533, Theni District

**INTERNAL QUALITY ASSURANCE CELL**

**EXTERNAL ACADEMIC AUDIT REPORT**

**2019-20**



## **EXTERNAL ACADEMIC AUDITORS**

**1. Dr. M. Sulthan Ibrahim, M.Sc., M.Phil., Ph.D.**

Principal(FAC),  
Government Arts and Science College,  
Kottur-625534  
Theni Dt  
Email: [km.sulthan@gmail.com](mailto:km.sulthan@gmail.com)  
Mobil: 9894947879

**2. Dr. P. Gurusamy, M.A., M.Phil., Ph.D.**

Assistant Professor  
Department of Public Administration  
Thiruvalluvar Government Arts College, Rasipuram.  
Namakkal District, Tamil Nadu.  
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We the external academic auditors are very much pleased to make the following observations.

#### **Qualitative initiatives of IQAC**

- Conducted Program on National Academic Depository Registration on 16-08-2019
- Conducted a Workshop on Road Safety (for the bus drivers) on 26-08-2019
- Convened Friends of Police Inaugural function on 29-08-2019
- Conducted a Workshop on NAAC - Revised Accreditation Framework (RAF) on 16-09-2019
- Conducted a Workshop on Outcome Based Education on 29-01-2020
- Conducted a Two Day Webinar on Psycho Social Care During Covid-19 18<sup>th</sup> and 19<sup>th</sup> May 2020
- Conducted a Faculty Development Program on Intellectual Property Rights on 24-06-2020

#### **Functions of COE Office**

- 'FLAIR', software developed by a company called 'CLAIR VOYANT' was used by the office of the Controller of Examinations for the creation of courses, core approval, course assigning to individual programmes, class wise strength, communication address, attendance percentage collection and tracking of examination fees, preparation of semester wise examinations time table, entry of internal and external marks and entering and retrieving details of the examination results in the required formats such as pass percentage, result analysis, part wise result analysis, consolidated mark statements, results of the students up to a particular semester and the department copy of examinations result.
- The students were accessing their portal by a unique username and a password.
- The accounts management of the system facilitated fee collection and the reports.
- The results of the semester examinations were published within 25 days from the last date of examination.

#### **Status of Curriculum Design and Development**

- A new programme Ph.D., Physics was started during this academic year
- Syllabus revision was carried out for all the programs
- Several courses like Journalism and Mass Communication, Drugs and Cosmetics, Poultry Science Linux Shell Programming etc., were started on employability, entrepreneurship and skill development during this academic year



- Several value added courses like Fundamentals of Tourism, E-Services, Mushroom Cultivation, Salesmanship and Sales Management etc., were started during this year

#### **Status of Teaching and learning**

- ICT tools like LCD Projector, laptops, Pentablet, LMS, Delnet E – Library, Google apps like Google meet for online classes, Google classroom and Google form for internal tests were used
- Demand ratio for the courses like B.Com., B.Sc. Chemistry, B.Sc. Zoology, B.A., English and B.Sc. Mathematics were very high
- Student and fulltime teacher ratio was very good, 1:17 for UG courses and 1: 4 for PG courses
- The institution collected feedback from stakeholders such as students, faculty, parents and alumni. The feedback received enabled the stakeholders to offer their suggestions on curriculum,
- A large number of e-content study materials were prepared by the Teaching staff and they are published in the college website
- The entire campus was wi-fi enabled to promote the habit of self-learning among the students.
- The teaching- learning process was facilitated in 77 class rooms and 5 seminar halls with LCD projector facility, three state -of-the-art computer laboratories and one English Language Lab with high-speed Internet connectivity, an auditorium, an indoor stadium, an outdoor gallery, modernised gymnasium and a fully automated library.
- 12 staff members attended orientation courses and 6 staff members attended refresher courses in various universities this year

#### **Status of Research and Innovations**

- 3 staff members were awarded with Ph.Ds. during this academic year
- Other 6 staff members were submitted their Ph.Ds and 5 staff members were registered during this academic year
- Seed money was provided by the institution for staff carrying out research

- Revenue was generated from Soil and Water Testing for Farmers of local area by Department of Chemistry, Herbal Plant Growth and Sales by Department of Botany, Conduct of B.Ed/M.Ed examinations from Tamil Nadu Teachers Education Society.

#### **Status of Infrastructure of the college**

- The College afforded modern technologies and amenities for the benefit of the faculty members in order to enhance their efficiency.
- Ramps at the entrance of all the building were provided.
- Dining hall for men students were renovated.
- Toilets for differently abled were constructed.
- College canteen was extended and renovated.
- Fire extinguishers were installed in proper places
- An electric transformer was installed in the college campus
- Two more buses are purchased for the transport of girl students.
- One more computer lab was built for the non-computer science students
- Banisters are provided in all the staircases for the safe movements of differently abled students.
- The college provided medical support for treating Covid-19 Patients by giving college building

#### **Status of Students' support and progression**

- all the departments have provided individual mentors for every class.
- The slow learners were monitored with special attention through remedial classes.
- The mentors enquired about students' academic development frequently. If they find any student facing difficulties related to the financial crisis or study material to complete their course may get proper guidelines to rectify the problems from the mentors of their respective classes
- The Students Induction Programme held in the beginning of the Academic year on 20<sup>th</sup> June 2019. The freshers were categorically assembled and informed the Mission and Vision, Code of Conduct, Student-Support Services and Part-V activities of the College by the respective coordinators.
- Baithulmal and Students Welfare Fund provided financial support to the student's community



- "Al – Shifa The Cupping Clinic" conducted a campus interview at the college campus where 148 students were participated and 47 students are placed
- Conducted a Parent Teacher Association meeting on 21st February 2020 Parent Teacher Association meeting was held for the following purposes of reviewing curriculum, getting Feedback from Parents on the performance of students and getting suggestions from parents

#### **Status of Library**

- The college has integrated library management system.
- The campus library is another place where the software is extensively used to keep track of inventory of books, purchases, subject/author wise availability, and issuance and receipt of the books through bar code readers.
- 1252 text books, 1 digital database and 11 journals are added to the existing numbers

#### **Activities of N.S.S**

- The NSS units of the college were rendering commendable service by involving volunteers in many social service activities
- The NSS volunteers watched the LIVE Programme of the launching of the Fit India Movement by our Honorable Prime Minister Mr. Narendra Modi.
- The NSS units conducted a Blood Donation Camp in which 103 units of blood was donated to Theni Medical College Hospital and the Government Hospital, Uthamapalayam.
- The Swachh Bharat Campaign was undertaken by our men volunteers at Ellappatti Village.
- The NSS Programme Officers and volunteers also took part in the data collection for the issue of Unique Disability ID in Chinnamanur Taluk.
- NSS Special Camps for men and women volunteers were conducted in February 2020 at Ellappatti and Karukkodai respectively.

### **Programmes of Youth Red Cross**

- An Awareness Programme on Skill Enhancement was organized by the Youth Red Cross on World Youth Skills Day in June 2019 to intensify the skills present in our youth.
- In commemoration of International Youth Day, an Augmentation Programme on Soft Skills was organized in August 2019 to familiarize the volunteers on the significance of soft skills for employment.
- A documentary film entitled Youngsters' Inventions was shown to the YRC volunteers in February 2020 to commemorate the National Inventors Day.

### **Programmes of Red Ribbon Club**

- The RRC volunteers were shown a Documentary Film on Drug Abuse on 16th September 2019.
- The Club organized an Awareness Programme on AIDS on 12th December 2019.

### **Activities of Health and Fitness Club**

- A One-day Workshop on Know Your Strength was conducted on 27<sup>th</sup> September 2019 with Dr. T. Rajesh, B.D.S., M.R.S.H., Chinnamanur, as the resource person.
- In association with Literate Welfare Association, Kadamalaikundu, the Club organized an Awareness Seminar on HIV AIDS, Reproductive Sexual Health and Sexual Transmit Intention in October 2019.

### **Activities of Eco Club**

- The Club organized an Awareness Programme on Drug Abuse and Illicit Trafficking on 28th June 2019.
- International Ozone Day was commemorated by the Club on 16th September 2019 by conducting various competitions such as Essay Writing, Poem Writing and Drawing on the theme Preservation of the Ozone Layer.

### **Activities of Science Communication Club**

- National Science Day was commemorated by the Club on 28th February 2020, to sensitize the students on the discovery of Raman Effect by the Indian Physicist Sir C.V. Raman.
- In accordance with National Science Day theme **Women in Science**, the **Keynote Address** was delivered by **Ms. H. Rakhiba**, Assistant Professor, Department of English.



### **Programmes of Women's Forum**

- On 5th August 2019, the forum organized a One-day Seminar on Breast Feeding. Dr. Rasheetha Banu, Crescent Hospital, Cumbum, acted as the resource person in the seminar.
- Onam, the most popular festival of Kerala, was also celebrated by the forum with several cultural programmes on 6<sup>th</sup> September 2019.

### **Programmes of Deeniyath committee**

- In accordance with Meelad Nabi celebrations, the Deeniyath Committee conducted Speech Competition, Qirath Competition, Essay Competition and Quiz Competition for the students and prizes were distributed to the winners

### **Programmes of Youth Welfare Wing**

- Students of the college represented at the State and District Level Competitions, won many laurels and prizes for the college this year

### **Activities of Career Counselling Cell**

- A Power Lecture on Online Advertising was also organized on 23rd January 2020.
- In association with ALSHIFA, a Campus Interview Programme, was also organized by the Cell on 2nd March 2020.
- The Cell conducted a Diploma in Computer Applications (DCA) Certificate Course.

### **Activities of Centre for Entrepreneurship & Rural Development (CERD)**

- The Centre organized Certificate Courses in Sewing and E-Services by which 12 women students and 10 men students were benefitted respectively.
- A two-day College Bazaar was organized by our CERD on 11th and 12th February 2020.
- A certificate course in E- services was organized by CERD for 21 men students

### **Community College**

- Every year an indoor mushroom cultivation and training programme is organized for the students. Students were benefitted by this training programme offered at free of cost.

### General suggestions of the external auditors for the further development

- Staff members may be encouraged to apply for Major/Minor projects sponsored by UGC/other agencies
- Faculties may be encouraged to become members in various Professional / Academic bodies
- Staff members should be encouraged to attend online MOOCs/ SWAYAM courses
- Seed money should be given to the researchers of the college to start their projects
- IQAC should motivate the staff members to publish articles/ research papers in UGC Care approved list of journals
- Number of MOUs with professional bodies should be increased
- Workshops/ Conferences proceedings may be uploaded in the college website
- Practices on digital learning should be increased
- Soft and hard copies of PG projects/ M.Phil thesis /Ph.D thesis should be kept at the library for the benefit of students
- Skill development programmes number should be increased
- POs, PSOs and COs are clearly stated and displayed at the college website
- Uploading of study materials at the college website may be increased

Finally the External Academic Auditors thank the Management and the Principal of the College for giving them the opportunity to assess the academic performance of the college. Similarly, they are grateful to all the members of the staff both teaching and non- teaching for their kind cooperation

### EXTERNAL ACADEMIC AUDITORS

  
1. **Dr. M. Sulthan Ibrahim, M.Sc., M.Phil., Ph.D.**

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**PRINCIPAL**  
**GOVT. ARTS & SCIENCE COLLEGE**

**KOTTUR, THENI DISTRICT-625534**

**Date: 12<sup>th</sup> December 2020.**

  
2. **Dr. P. Gurusamy, M.A., M.Phil., Ph.D.**

Assistant Professor

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