



Sadakathullah Appa College

*An Autonomous Institution, Re-Accredited by NAAC at an 'A' Grade, *ISO 9001 : 2015 Certified*

AQAR


(2020 – 2021)

CRITERION I

CURRICULAR ASPECTS

1.4.1 Structured feedback for design and review of syllabus

Action Take Report of The Institution on feedback report as minuted by the Governing Council, Syndicate, Board of Management

Action Take Report	
2020-2021	



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CRITERION I

CURRICULAR ASPECTS

**1.4.1 Structured feedback for design and review of syllabus
– semester-wise / year-wise is received from**

1) Students, 2) Teachers, 3) Employers, 4) Alumni

*Discussion of Feedback on the IQAC Steering Committee Meeting,
Academic Council and Governing Board*

Submitted to

THE NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL (NAAC)





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Rahmath Nagar, Tirunelveli - 627 011

AGENDA AND REPORTS FOR THE MEETING OF THE GOVERNING BOARD

9th of December, 2020

S. No.	Date	Title		No. of Participants
3.	04.03.2020	A Sensitization meeting regarding Students' Satisfaction Survey	All the I Year UG Students from the aided department of department of Nutrition & Dietetics, Commerce Finance and Microbiology	

NAAC Preparative Initiatives

S. No.	Date	Title	No. of Participants
1.	19.10.2019	A second meeting with the members of Criterion I	9
2.	11.12.2019	A meeting with the HoDs regarding the submission of AQAR – Criterion I through the online mode	31
3.	18.12.2019	A meeting with the HoDs regarding the submission of AQAR through the online mode	17
4.	23.12.2019	A meeting the Staff members in connection with the upload of the AQAR for the Academic year 2018-2019.	15
5.	24.12.2019	A meeting with the HoDs in connection with the submission of AQAR 2018-2019.	22
6.	03.01.2020	A meeting with the members of Criterion III (Research and Innovation)	18
7.	08.01.2020	A meeting with the HoDs in connection with the preparation of SSR for the NAAC IV Cycle.	28
8.	09.01.2020	A meeting with the members of Criterion V (Student Support and Progression)	17
9.	13.02.2020	A meeting with the Part V Programme Officers	22

Training / Motivation Programmes organized for Non-Teaching / Supporting Staff

S. No.	Date	Theme / Title	Topic	Resource Person	No. of Participants
1.	01.11.2019	Training / Motivation Programme	<i>Munaiyile Muhathu Nil</i>	Dr. Shyamala Ramesh Babu, Motivational Speaker, Chisel & Evolve, Chennai, Tamil Nadu	19
2.	11.01.2020	Training Programme	How to fill the Profile and Extended Profile in NAAC Self Study Report	Dr. A. Syed Mohamed, IQAC Coordinator, Sadakathullah Appa College, Tirunelveli, Tamil Nadu	17

Students Satisfaction Survey (Annexure - II enclosed)

S. No.	Date	Participants
1.	12.12.2019, 13.12.2019	All Second Year Students

S. No.	Date	Theme	Participants
1.	29.10.2019, 31.10.2019	Feedback – Odd Semester (2019-2020)	All the final year students
2.	22.01.2020 to 10.02.2020	About the Curriculum	Students
3.	22.02.2020	About the College	Alumni
4.	24.02.2020	About the Curriculum and the College	Alumni

9. Academic & Administrative Audit – Internal & External

Academic Audit – Internal (Annexure - IV enclosed)

S. No.	Date	Type	Internal Auditors
1.	29.10.2019 & 30.10.2019	Internal Academic Audit	Dr. A. Shakul Hamid, Associate Professor & Head, Dept. of Computer Science
			Dr. S.M. Abdul Kader, Dean of Sciences and Associate Professor, Dept. of Physics
			Dr. R. Janet Rani, Assistant Professor & Head, Dept. of Microbiology
			Dr. M. Nazeer Ahamed, Associate Professor & Head, Dept. of History
			Dr. S. Mahadevan, Dean of Arts and Associate Professor & Head, Dept. of Tamil
			Dr. S.M.A. Syed Mohamed Khaja, Assistant Professor & Head, Dept. of Commerce 'B'

Academic Audit – External (Annexure - V enclosed)

S. No.	Date	Type	External Auditors	Internal Auditors
2.	18.03.2020 19.03.2020 020.03.2020	External Academic Audit	Dr. V. Bala Murugan, Professor, Department of Computer Science, Director IQAC, Manonmaniam Sundaranar University, Tirunelveli – 627 012. Tamil Nadu	Dr. S. Mahadevan, Dean of Arts and Associate Professor & Head, Dept. of Tamil
				Dr. M. Sithi Jameela – Deputy Controller of Examinations and Associate Professor & Head, Dept. of Zoology
				Dr. A. Syed Mohamed – IQAC Coordinator and Assistant Professor & Head, Dept. of Chemistry
			Dr. P. Arockia Jansi Rani, Associate Professor, Department of Computer Science & Engineering,	Mr. S. Khaleel Ahamed – Assistant IQAC Coordinator, Assistant

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**AGENDA AND REPORTS FOR
THE MEETING OF**

THE GOVERNING BOARD

27TH OF MARCH, 2021

Sl. No.	Date	Title	No. of Participants
21.	05.02.2021	The Progress review meeting concerning the IIQA, Basic Profile & Extended Profile	7
22.	11.02.2021	The meeting concerning the presentation of Criterion-wise QnM (IV, V), IIQA, Basic Profile, Extended Profile	19
23.	22.02.2021	The meeting concerning the presentation of Criterion-wise QnM (I, II, VI)	13
24.	02.03.2021	To finalize the Qualitative Metrics (Q _i M)	9
25.	03.03.2021	To finalize the Qualitative Metrics (Q _i M)	12
26.	05.03.2021	To finalize the Qualitative Metrics (Q _i M)	9
27.	08.03.2021	To review the Qualitative Metrics (Q _i M)	16
28.	08.03.2021	A meeting in connection with the finance related NAAC Metrics	8
29.	25.03.2021	To review the Qualitative Metrics (Q _i M)	17

10. Feedback

Feedback for the Even Semester elicited from the III Year Students

The Feedback for the Even Semester was obtained through online mode when the outgoing students came to collect their Transfer Certificates. The feedback was obtained from the students about the facilities available at the college (Annexure I) and about the staff. The feedback was conducted from 05.10.2020 to 17.10.2020 and the report has been submitted to the Principal.

Mr. S. Mohamed Adam, Ms. A. Ameenal, and Mrs. S. Fathimuthu

Joharah ably assisted the IQAC in the conduct of the same.

11. Academic Audit

The Internal Quality Assurance Cell (IQAC) has conducted External Academic Audits with the view to encouraging the departments to evaluate their overall quality of the Education Process. The audits aim at regularly improving the quality of Teaching and Learning. The following are the details:

Sl. No.	Date	Type	External Auditors	Internal Auditors
1.	16.06.2020	External Academic Audit - College Office	Dr. V. Bala Murugan, Professor, Department of Computer Science, Director IQAC, Manonmaniam Sundaranar University, Tirunelveli - 627 012. Tamil Nadu	Dr. S. Mahadevan, Dean of Arts and Associate Professor & Head, Dept. of Tamil Dr. A. Syed Mohamed - IQAC Coordinator and Assistant Professor & Head, Dept. of Chemistry



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AGENDA AND REPORTS FOR THE MEETING OF THE GOVERNING BOARD

27th OF NOVEMBER, 2021

third-day session ended with a thankful note by Ms. Ed. Priyadharsini Assistant Coordinator, Placement Cell.

The valedictory session (14.09.2021) of the Students' Induction Programme set off with a mesmerizing Virtual Tour displaying the facilities and ambience of the college. Dr. S.M. Abdul Kader, Controller of Examinations progressed the session with his clear-cut account on the conduct of examinations and the details regarding it to the students. Dr. M. Mohamed Roshan, Dean of Sciences delivered a speech on the Rules and Regulations to be followed within the college campus. Mr. Alrufian, Music Director, Dr. Soosai Muthu, Scientist, DRDO, Dr. Kasthuri K.Uma, IBM, Bangalore, Dr. Fathima, Assistant Professor, Justice Basheer Ahmed Sayeed College for Women, Chennai, Mr. Anandarajan, Manager, South Indian Bank, Coimbatore, Mr. Jaffer Ali, Assistant Professor, Department of Statistics, Madras Christian college, Chennai, and Mrs. Gomathi, Deputy Tahsildar, Revenue Department, Tirunelveli represented as the Best Alumni of the college and reminiscences his experiences as a former student of Sadakathullah Appa College. Miss Ferra, Former Vice chairmen, Student Council being the representative shared his thoughts and activities of the Students Council and addressed the student community with their ideas on future goals and also highlighted the career opportunities that are awaiting in the upcoming days. Dr. S.M.A. Syed Mohamed Khaja, Vice-Principal, Unaided Programmes summed up the sessions conducted during the past four days. Dr. M. Mohamed Siddik, Deputy Coordinator instructed the students regarding online feedback of the Students' Induction Programme and wrapped up the session with his vote of thanks.

The fifth day (15.09.2021) of the Students' Induction Programme was organized by the respective departments.

IV. Feedback

About the Faculty

The Feedback on faculty for November 2020 was obtained through the respective Student's Whatsapp Groups with the help of the respective Heads of the Departments. The feedback on faculty for April 2021 was obtained from the passed-out students who came to collect their Transfer

Certificates. The IT Department Lab was utilized for the purpose. It is observed that all the faculty members have scored more than 4.30 out of 7.

About the Curriculum - Annexure I

Student's Satisfaction Survey - Annexure II

V. Academic and Administrative Audit

The Academic and Administrative Audit was held for the Administrative Office, Library, IQAC and Part V activities on 08.11.2021 and for all the Departments on 13.11.2021. Dr. V. Balamurugan, Director IQAC, Manonmaniam Sundaranar University, Tirunelveli and Dr. William Dharma Raja, Dean, Faculty of Education, Manonmaniam Sundaranar University, Tirunelveli served as External Auditors. The following is the Schedule:

Administrative Audit held on 08.11.2021

S.No	Facility Audited	External Auditor	Internal Auditors
1.	Administrative Office	Dr. V. Balamurugan, Director IQAC, Manonmaniam Sundaranar University, Tirunelveli - 627 012.	Dr. Dr. S. Mohamed Haneef, Dr. M. Mohamed Roshan
2.	Part V		Dr. S.M. Abdul Kader
3.	Library		Dr. A. Shakul Hameed
4.	IQAC		Dr. S.H. Mohamed Ameen

Academic Audit held on 13.11.2021

S.No	Departments Audited	External Auditors	Internal Auditors
A.	1. Zoology UG/PG 2. Chemistry UG/PG 3. Mathematics UG Aided 4. Mathematics UG/PG Unaided 5. Computer Science Aided 6. Computer Science PG 7. Microbiology (UG/PG)	Dr. V. Balamurugan, Director IQAC, Manonmaniam Sundaranar University, Tirunelveli - 627 012.	1. Dr. S.M. Abdul Kader 2. Dr. M. Mohamed Roshan 3. Mr. S. Khaleel Ahamed