

AAA - Internal

2020 - 2021

INTERNAL AUDIT

INTERNAL ACADEMIC AND ADMINISTRATIVE AUDIT

M.V.MUTHIAH GOVERNMENT ARTS COLLEGE FOR WOMEN,

DINDIGUL – 624001

CONDUCT OF AAA INTERNAL AUDIT: 2018-2021

Venue : Room No. 78

Time : 11.00 AM TO 02.00 PM

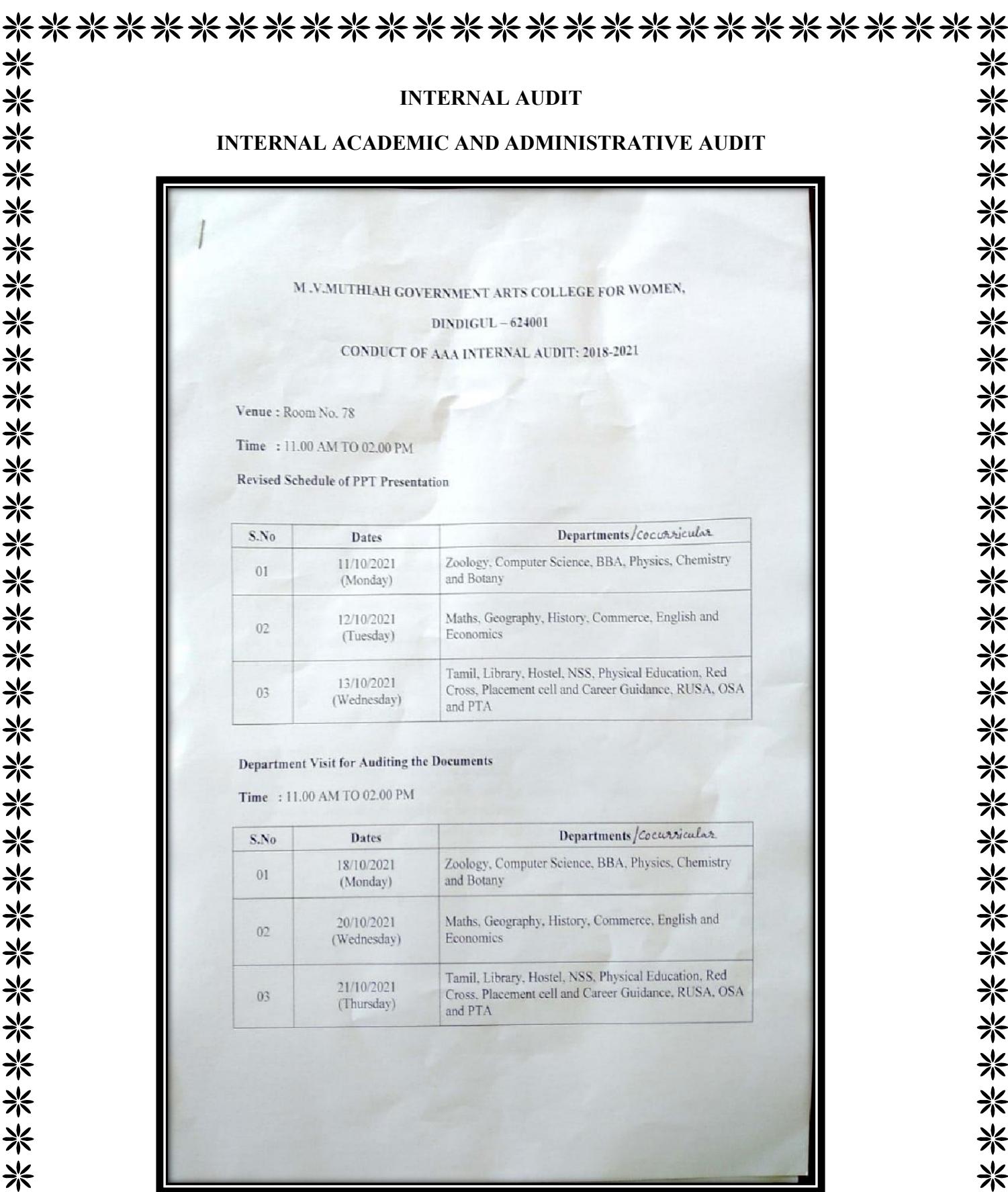
Revised Schedule of PPT Presentation

S.No	Dates	Departments/cocurricular
01	11/10/2021 (Monday)	Zoology, Computer Science, BBA, Physics, Chemistry and Botany
02	12/10/2021 (Tuesday)	Maths, Geography, History, Commerce, English and Economics
03	13/10/2021 (Wednesday)	Tamil, Library, Hostel, NSS, Physical Education, Red Cross, Placement cell and Career Guidance, RUSA, OSA and PTA

Department Visit for Auditing the Documents

Time : 11.00 AM TO 02.00 PM

S.No	Dates	Departments/cocurricular
01	18/10/2021 (Monday)	Zoology, Computer Science, BBA, Physics, Chemistry and Botany
02	20/10/2021 (Wednesday)	Maths, Geography, History, Commerce, English and Economics
03	21/10/2021 (Thursday)	Tamil, Library, Hostel, NSS, Physical Education, Red Cross, Placement cell and Career Guidance, RUSA, OSA and PTA



Internal AAA Committee

- Dr.D.Lakshmi, The Principal, Chairman.
- Dr.J.Nalatham, Associate Professor & Head of the Department of Economics.
- Dr.G.S.Angelin, Associate Professor & Head of the Department of English.
- Dr.P.Sathiya Bama, HOD, Dept of Zoology & NAAC Coordinator.
- Dr.K.M.Sumathi, Assistant Professor, Dept. of English, & IQAC Coordinator. (2020 onwards)
- Dr.K.Ramasamy, Librarian & IQAC Deputy Coordinator. (2020 onwards)

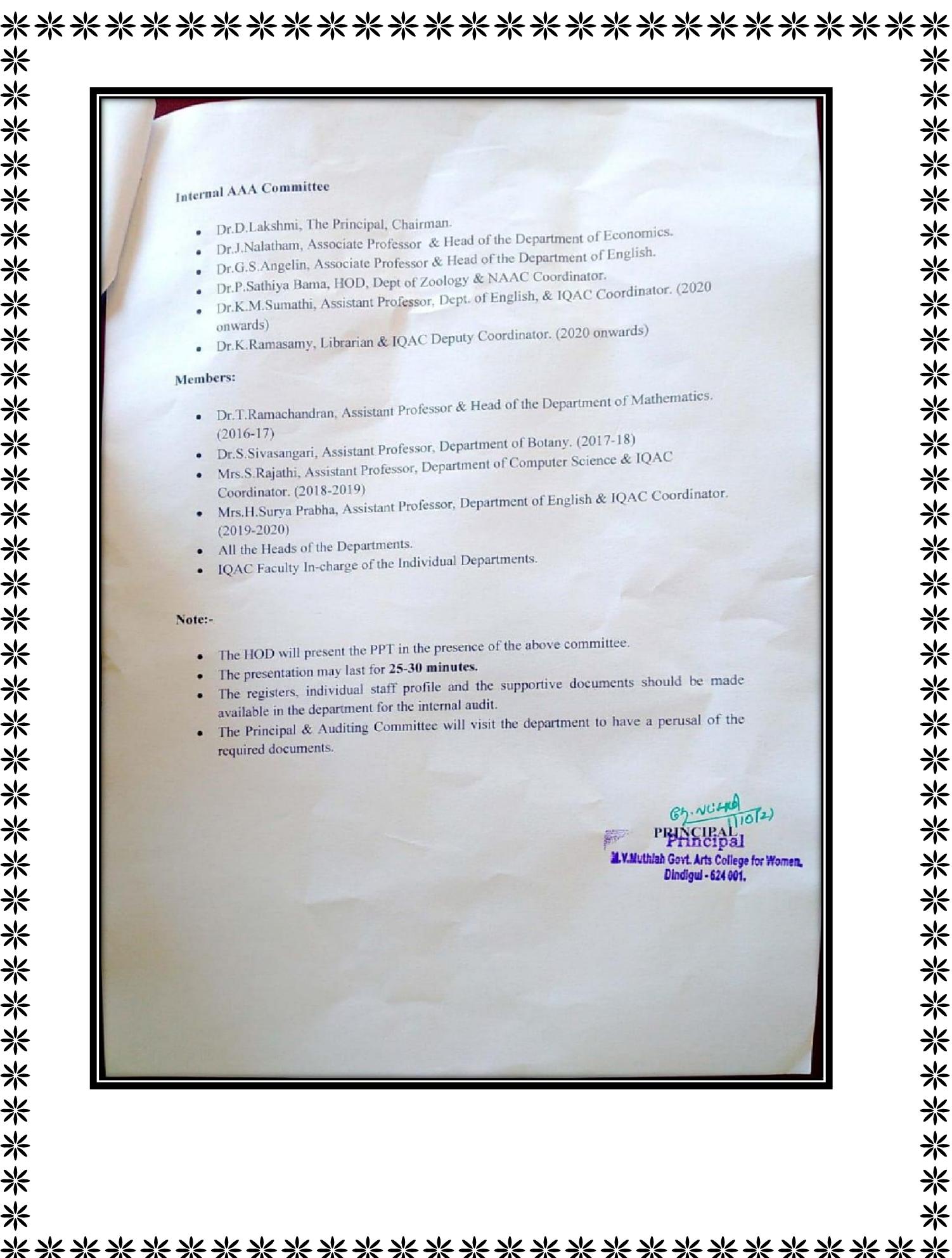
Members:

- Dr.T.Ramachandran, Assistant Professor & Head of the Department of Mathematics. (2016-17)
- Dr.S.Sivasangari, Assistant Professor, Department of Botany. (2017-18)
- Mrs.S.Rajathi, Assistant Professor, Department of Computer Science & IQAC Coordinator. (2018-2019)
- Mrs.H.Surya Prabha, Assistant Professor, Department of English & IQAC Coordinator. (2019-2020)
- All the Heads of the Departments.
- IQAC Faculty In-charge of the Individual Departments.

Note:-

- The HOD will present the PPT in the presence of the above committee.
- The presentation may last for **25-30 minutes**.
- The registers, individual staff profile and the supportive documents should be made available in the department for the internal audit.
- The Principal & Auditing Committee will visit the department to have a perusal of the required documents.

*G.V.N.C.H.U
11/07/22*
 **PRINCIPAL**
Principal
M.V.Muthiah Govt. Arts College for Women,
Dindigul - 624 001.



M V MUTHIAH GOVERNMENT ARTS COLLEGE FOR WOMEN, DINDIGUL

REPORT OF INTERNAL ACADEMIC AND ADMINISTRATIVE AUDIT

Date 03.11.2021

The following members constituted the Expert Committee to conduct Internal Academic and Administrative Audit of the college:

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|--|---------------|
| 1. Dr.D.Lakshmi, Principal | - Chairperson |
| 2. Dr.J.Nalatham, Associate Professor & Head, Dept. of Economics | - Member |
| 2. Dr.G.S.Angelin, Associate Professor & Head, Dept. of English | - Member |
| 3. Dr.P.Sathiya Bama, Associate Professor & Head, Dept. of Zoology | - Member |
| 4. Dr.K.M.Sumathi, Assistant Professor of English & IQAC Coordinator | -Member |
| 5. Dr.K.Ramasamy, College Librarian & IQAC Dy. Coordinator | -Member |

Information to the HoDs

As per the IQAC plan of Action 2020-2021, the IQAC has taken initiatives to conduct AAA Internal Audit for the consequent three years i.e. 2018-19, 2019-20 and 2020-21. The Principal formed the Internal Experts Committee to conduct the Audit. The IQAC convened a meeting to all the faculty members and briefed the 7 criterions based presentation Audit and the documents to be kept ready before the expert committee on the day of Audit.

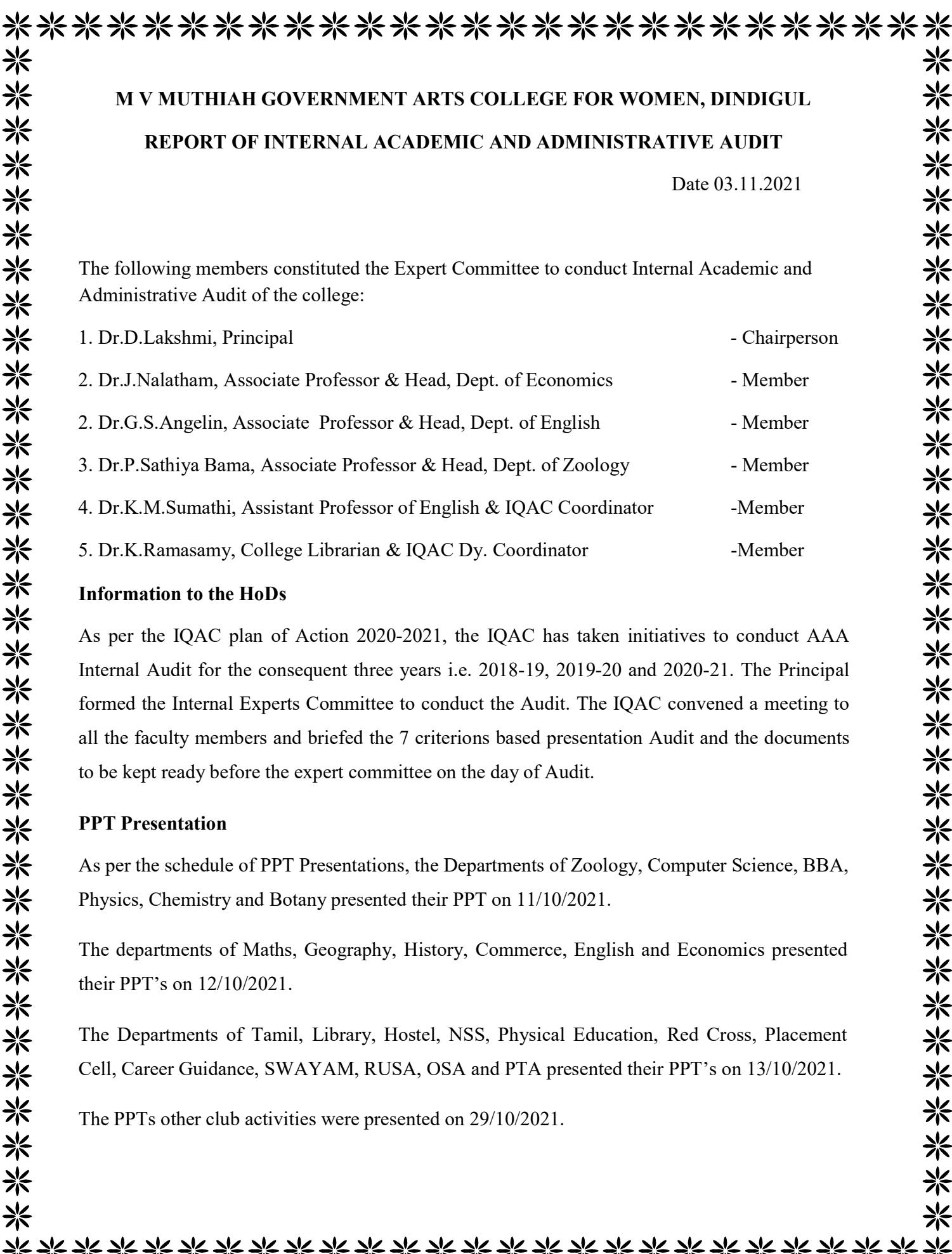
PPT Presentation

As per the schedule of PPT Presentations, the Departments of Zoology, Computer Science, BBA, Physics, Chemistry and Botany presented their PPT on 11/10/2021.

The departments of Maths, Geography, History, Commerce, English and Economics presented their PPT's on 12/10/2021.

The Departments of Tamil, Library, Hostel, NSS, Physical Education, Red Cross, Placement Cell, Career Guidance, SWAYAM, RUSA, OSA and PTA presented their PPT's on 13/10/2021.

The PPTs other club activities were presented on 29/10/2021.



All the departments presented their PPT's elaborately covering all the 7 criteria. The Committee made a valuable commendations and recommendations for the every individual department PPT's.

Physical Visits

Following the PPT Presentation, the physical verification of every department was made as per the given schedule.

18/10/2021 - Zoology, Computer Science, BBA, Physics, Chemistry and Botany

20/10/2021 - Maths, Geography, History, Commerce, English and Economics

21/10/2021 - Tamil, Library, Hostel, NSS, Physical Education, Red Cross, Placement Cell, Career Guidance, SWAYAM, RUSA, OSA and PTA.

Comments of the Experts

Based on the observations made by the internal expert committee, the following suggestions were put forth to:

- Strengthen the Research and Publications of the departments
- Apply research proposals to various funding agencies
- Sign MoUs with industries, educational institutions, NGOs and other relevant academic bodies
- Update mark registers and department libraries
- Develop placement opportunities for the students by organizing campus interviews and job fairs within the college premises



