

Academic and Administrative Audit Report 2021-22

Submitted to

Internal Quality Assurance Cell

Rajagiri College of Management and Applied Sciences (RCMAS)

Rajagiri Valley P.O., Kakkanad-682039

Submitted by

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Preface

The Audit report provides a comprehensive evaluation of Rajagiri College of Management and Applied Sciences, Kakkanad, for the academic year 2021-22. The audit, conducted on 7 June 2022, aimed to assess the institution's adherence to academic standards, administrative efficiency, financial management and overall performance.

Our dedicated audit team, consisting of Prof. Dr. Shiny Palatty, Principal, Bharata Mata College and Dr. Mini M. Abraham, IQAC Coordinator, Bharata Mata College, Thrikkakara employed a thorough methodology that included document analysis, stakeholder interviews, observations, and data analysis. This multifaceted approach allowed for a detailed examination of academic programs, student affairs, faculty development, infrastructure, financial management and administrative processes.

The audit findings highlight the college's strengths, weaknesses, opportunities, and threats. Based on these insights, we have provided recommendations to enhance academic quality, administrative efficiency and overall institutional performance.

The successful completion of this audit was made possible by the cooperation and support of the college management, faculty, staff, and students. Their valuable contributions were crucial in facilitating an objective and thorough assessment.

We hope this report will serve as a strategic tool for the college management to identify areas for improvement and implement initiatives that align with the institution's vision and mission.

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Observations and Recommendations of Academic and Administrative Audit

Area	Suggestions
Curriculum Enhancement:	<ul style="list-style-type: none"> • Introduce more hands-on learning experiences, such as labs, internships and project-based courses.
Student Engagement:	<ul style="list-style-type: none"> • Develop more structured mentorship programs involving faculty, alumni and industry professionals.
Infrastructure Development:	<ul style="list-style-type: none"> • Further investment in digital infrastructure, including online learning platforms is recommended. • Enhance library services with more e-books, journals and research databases.
Quality Assurance and Feedback:	<ul style="list-style-type: none"> • Regularly update the quality assurance framework to align with best practices in higher education.
Recommendations of Administrative Audit	<ul style="list-style-type: none"> • Introduce a digital governance platform to streamline communication and decision-making processes. • Enhance faculty development programs, particularly in digital teaching methods. • Invest in energy-efficient solutions for campus facilities. • Expand digital library resources to support research and learning. • Increase the number of career workshops and seminars. • Implement feedback mechanisms for continuous improvement. • Expand outreach programs to include more diverse community groups.
Enhanced Community Engagement:	<ul style="list-style-type: none"> • Increase the scope and scale of community outreach programs to cover a wider range of issues and areas.
Strengthen Industry Collaboration:	<ul style="list-style-type: none"> • Expand industry collaborations to include more sectors and companies, providing students with a broader range of experiences.



Promote Research and Consultancy:	<ul style="list-style-type: none"> • Encourage faculty to do research publications.
Cultural and Social Integration:	<ul style="list-style-type: none"> • Increase the frequency and diversity of cultural and social events to engage a broader audience.
Student Development Programs:	<ul style="list-style-type: none"> • Develop a more structured framework for student volunteering and internships, ensuring quality and meaningful experiences.
Student Welfare	<ul style="list-style-type: none"> • Increase the availability of counselling services, including more trained counsellors and extended hours. • Develop comprehensive wellness programs that include mental, physical, and nutritional aspects. • Foster inclusivity in student activities, ensuring that programs cater to a diverse student body. • Encourage student-led initiatives and leadership opportunities within campus organizations.
Collaboration and Allied Activities	<ul style="list-style-type: none"> • Sign more MoUs and Linkages with institutions. • Increase the frequency and scope of industry interactions, including more internships, industry projects, and guest lectures by industry experts.
Placement and Allied Activities	<ul style="list-style-type: none"> • Expand the scope of pre-placement training to include advanced technical skills, digital literacy, and entrepreneurship. • Develop a structured feedback mechanism for internships, ensuring that students gain valuable insights and skills. • Regularly analyze placement data to identify trends, strengths, and areas for improvement.
Department of Animation & Graphic Designing	<ul style="list-style-type: none"> • Introduce certificate and value-added programmes to include emerging trends and technologies in animation and graphic designing, such as augmented reality, virtual reality and advanced 3D modeling. • Regularly review and update software and hardware to ensure that facilities remain current with industry standards. • Explore the possibility of incorporating more advanced tools and technologies into the department's resources. • Organize regular industry interactions, including workshops, webinars, and networking events.

Department of Computer Science	<ul style="list-style-type: none"> • Introduce certificate and value-added programmes to include cutting-edge topics such as blockchain technology, machine learning and cloud computing. • Regularly review and update computer labs, software, and hardware to ensure they meet current industry standards. • Organize more industry interactions, such as workshops, webinars, and hackathons, to enhance student learning and career prospects.
Department of Commerce	<ul style="list-style-type: none"> • Introduce certificate and value-added programmes to include emerging trends and technologies in commerce, such as digital marketing, e-commerce, and data analytics. • Increase opportunities for students to participate in internships, industry projects, and professional networks. • Regularly review and upgrade classroom facilities, computer labs, and library resources to support contemporary business education. • Organize more industry engagement activities, including workshops, seminars, and networking events.
Department of Management	<ul style="list-style-type: none"> • Introduce certificate and value-added programmes to include emerging trends in management such as data analytics, artificial intelligence, and global business strategies. • Develop new partnerships with a wider range of industry sectors to enhance internship and placement opportunities. • Organize more industry-focused events, such as seminars, workshops, and networking sessions, to provide students with practical exposure.
Department of English	<ul style="list-style-type: none"> • Introduce certificate and value-added programmes to include modern linguistic trends, digital media studies and contemporary global literature. • Incorporate more practical components, such as writing workshops, digital storytelling and professional writing skills. • Develop new collaborations with publishing houses, media companies, and educational institutions to enhance career opportunities for students.

	<ul style="list-style-type: none">• Organize more industry-focused events, such as writing competitions, literary festivals, and career fairs.
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Conclusion

Rajagiri College of Management and Applied Sciences has established itself as a prominent educational institution with a strong foundation in various disciplines. The observations and recommendations outlined in this audit provide a strategic framework for leveraging the college's strengths and addressing key areas for development. By acting on these recommendations, the college can further enhance its academic programs, faculty development, research initiatives, and partnerships with industry. This proactive approach will not only enrich the educational experience for students but also strengthen the college's contribution to the community and its position as a leader in higher education.

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