

**SRI SARADA COLLEGE FOR WOMEN (AUTONOMOUS),
SALEM
ACADEMIC AUDIT CELL (AAC)**

**INTERNAL ACADEMIC AUDIT REPORT
FOR THE YEAR 2023 - 2024**

05.11.2024 To 08.11.2024

Academic audit has been carried out to understand the existing system and access the strengths and weakness of the department and administrative units to suggest the methods for improvement and for overcoming the weakness. It has also evaluated the optimum utilization of financial and other resources and to identify the opportunities availed to reforms that has been followed academically administratively and in examination. This type of audit helps to improvement of quality keeping in mind, the criteria and reports by NAAC and other bodies. In general, all the departments are aware about the need for academic policies of general level. Hence, in order to meet its objectives thus audit is combined with the physical inspection with a review of relevant documentation. Methodology of teaching and learning conducted for the different courses run by the department cross assessed in detail and functioning of laboratories and complete facility where analysed. Examination and evaluation system, outreach program conducted along with alumni and their contributions was maintained. Opportunities and scope of improvement in the major functional areas was analysed. Lastly the department is empowered and expected to express your views and give suggestions for the improvement of the system being followed by the college.

The audit team begin their visit for look at the various facilities available in the department viz., laboratories, computer facilities and the library and other facilities in the department which were accommodated in; students' participation in fest seminars and cultural activities of diverse arrived throughout the year participate voluntarily in social and outreach programs.

The Academic Audit cell established from June 2019 to monitor the Academic and administrative function of the college.

MEMBERS

1. Dr.P.Umamaheswari, Associate Professor of Botany
- 2.Mrs.R.Bhuvana Indumathi Head & Assistant Professor of Home Science

OBJECTIVES OF THE ACADEMIC AUDIT CELL

- To ensure the academic standards of the college.
- To strengthen the academic and administrative functions of the college.

FUNCTIONS OF THE ACADEMIC AUDIT CELL

- To convene internal and External audit through IQAC.
- To ensure the research and development.


MINUTES OF THE MEETING OF THE ACADEMIC AUDIT CELL (AAC) ON 29.10.2024

The meeting of the Academic audit cell commences with silent prayer. Dr.P.Umamaheswari, Head & Associate Professor of Botany, welcomed the Internal Academic Audit members and presented the objectives of the cell and internal audit and also detailed about the audit proforma and checklist to be verified. The cell with the consent of the Principal & IQAC co-ordinator decided to have the internal academic audit for the year 2023-2024 on 29.10.2024. Mrs.R.Ishwara, Informathi Head & Assistant Professor of Home Science proposed vote of thanks.



Signature of the Committee Members

1. P. Umamaheswari
2. R. Ishwara


Principal
PRINCIPAL
SRI SARADA COLLEGE FOR WOMEN
(Autonomous)
SALEM - 636 016

SRI SARADA COLLEGE FOR WOMEN (AUTONOMOUS),SALEM

REPORT OF THE INTERNAL ACADEMIC AUDIT

With an attempt to ensure the academic standard and functions of the college the academic audit cell convened the internal academic audit for the year of 2023-2024

The Internal Academic Audit was done from 05.11.2024 to 08.11.2024 totally 15 departments were audited, by a team of 26 members. The “Internal audit proforma and checklist were used for the audit was prepared by the Academic audit committee members with due guidance and approval received from the Principal. The audit members verified the documents and reported to the committee. The committee also collected the data from all the departments with supporting documents.

GLIMPSES OF INTERNAL AUDIT



SRI SARADA COLLEGE FOR WOMEN (AUTONOMOUS),SALEM-16.

INTERNAL ACDEMIC AUDIT FOR 2023-24

S.No	Department	Signature of the HoD	Internal Audit Members	Signature of the Audit Members
1	TAMIL, HINDI, SANSKRIT		Dr.(Tmt.) C. Preetha Dr.(Tmt.) D.Anu	
2.	ENGLISH		Tmt.K.Rani Dr.(Tmt.) R.Thillainayaki	
3.	HISTORY		Dr. (Tmt.) S.Ramya Niranjani M.P. Rajeshwari Dr.(Tmt.) R.Brindha Shree	
4.	ECONOMICS	 for HoD.	Dr.(Tmt.) S.Esther Juliet Sujatha Dr..(Tmt.) J.Tamilmani	
5.	MATHEMATICS		Dr.(Tmt.) T.Jayalakshmi Dr.(Tmt.) N.Aarthi	
6.	STATISTICS		Dr.(Tmt.) T.Linga Murugeswari Dr.(Ms.) S.D.K. Subhasree	
7.	PHYSICS		Tmt.M.Nala Dr.(Tmt.) M.Deepa	
8.	CHEMISTRY		Dr.(Ms.) C.G.Sangeetha Dr.(Tmt.) A.Aravalli	
9.	BOTANY		Dr.(Tmt.) S.Poongodi Dr.(Tmt.) S.Vijayalakshmi	
10.	ZOOLOGY		Tmt.N.Bhagushia Begum Dr.(Tmt.) R.Reka	
11.	HOME SCIENCE		Dr.(Tmt.) S.Uma Devi Dr.(Ms.) J.Mahaboob Bee	
12.	COMP.SCIENCE		Dr.(Tmt.) P.Dhanalakshmi Dr.(Tmt.) C.Sridevi K.Vidhya	
13.	COMMERCE		Dr.(Tmt.) T.Sasikala Dr.(Tmt.) K.Nirmala	
14.	PHYSICAL EDUCATION		Dr.(Tmt.) Latha Sreedhar Dr.(Tmt.) C.Mohana	

21.10.24