



# MAHENDRA ARTS & SCIENCE COLLEGE

(Autonomous)

Affiliated to Periyar University, Salem.

Re - Accredited with 'A++' Grade by NAAC & Recognized u/s 2(f) and 12(B) of the UGC Act 1956  
Kalippatti-637501, Namakkal (Dt), Tamil Nadu, India






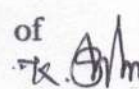
## INTERNAL QUALITY ASSURANCE CELL (IQAC)

### MINUTES OF THE EXTERNAL PEER TEAM AUDIT MEETING

Minutes of the External Peer Team Audit meeting held on 07.05.2022 at 3.30 p.m. in Mahendra Arts and Science College, Kalipatti, Namakkal.

The External Peer Team Audit of the college for the academic year 2021-22 was conducted on 07.05.2022. The principal of the college, Dr.S.Arjunan welcomed all the members and thanked the external members for evaluating all the departments of the college.

List of the members who attended the meeting:

1. Dr. S.Chandrasekaran , Assistant Professor and Head, Department of Mathematics, Government Arts and Science College Idappadi, Salem Dt. 
2. Dr. S.Vijayakumar, Assistant professor of Tamil department, Govt. Arts College, Karur. 
3. Dr.S.Arjunan, Principal, Mahendra Arts and Science college, Kalipatti 
4. Prof. N.Sampathkumar, Director Admin, Mahendra Arts and Science College, Kalipatti. 
5. Dr. P.Gopalakrishnan, Senior member, Professor and Head, Department of Mathematics, Mahendra Arts and Science College, Kalipatti. 
6. Dr.K.Selvaraj IQAC Coordinator, Professor and Head, Department of Commerce, Mahendra Arts and Science College, Kalipatti. 

### EXTERNAL PEER TEAM AUDIT REPORT AND FINDING

#### ❖ Participation of Management in Governance:

It was the observation of the Peer Team that the management takes an active part in the academic as well as the administrative affairs of the college. The college is well guided by the management throughout. The contribution of the management in the governance was highly convincing.





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### ❖ Conduct quality Audits:

The observation of the Peer Team is that Green, Energy, Environment and safety audit were conducted as per the specification and the same was documented.

### ❖ Research publications

It was found that the number of faculty publications was satisfactory. There were of 4 in h-i index and 30 publications in UGC CARE JOURNALS and total number of Citations in Scopus was 42.

### ❖ Regular quality initiatives:

It was observed that college is participating in NIRF every year and in the year 2022 all documents necessary for the participation in NIRF were submitted on 11/02/2022. The college was awarded place in the band rank of 151-200. As the first step of NAAC accreditation process, IQA was submitted online on 11.03.2021. Subsequently SSR was submitted online in the month of May in 2021. The college submitted AQAR for 2020-2021 on 09/06/2022. The management's role in these was visible. Every document related to NAAC, NIRF and IQAC was perfectly maintained and kept ready for perusal anytime.

### ❖ Contribution of IQAC

The IQAC cell conducts regular internal audits to assess the effectiveness of programs and processes. The significant contribution of IQAC is to get funding seminar from NAAC and successfully organized under the title of IPR for innovative products & Technologies on 22.10.2021. FDP on outcome based education was organized .

### ❖ Quality improvement programmes

NAAC-Sponsored National level Seminar on 'Intellectual Property. Protection on Innovative Products and Technologies' for faculty and students was organized by IQAC on 22.10.2021. Again the IQAC conducted an FDP on Outcome-Based Education for faculty on 05.03.2022. It may be noted that the NAAC committee was all appreciative of the National level Seminar.

### ❖ College website updation.

As everything is made available online, to cater to students' need and to comply with the guidelines of NAAC as well as UGC, the college website was updated with all necessary details online.





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### ❖ Extension Activities

It was observed that the college organized as many as 8 Extension activities where the students were exposed to real world situations. They were taken to Old-age people's home as part of extension activity. Village visits were undertaken by the students along with staff. The students took an active part in Tree plantation. Social Awareness programme was conducted. Every activity was recorded and duly documented for ready-reference.

### ❖ Faculty Empowerment Strategies

It was noted that the college management extended financial support to 44 teachers for attending various conferences, workshops, seminars and presentation of for the improvement of the faculty.

### ❖ Curriculum enrichment:

It was observed that as many as 5 value-added courses were offered during 2021-22 and 624 students got enrolled in these programs and got benefitted.

### ❖ Growth of placement Record

It was observed that many Placement Training Sessions were offered to students for sharpening the students' employability skills. As a result 231 students got placement in various companies in 2021-22.

### ❖ Apply for NAAC 2<sup>nd</sup> cycle of accreditation

As part of NAAC Accreditation process, cycle-2, SSR was submitted online spearheaded by the IQAC.

### ❖ Enrichment of the campus

It was observed that the college made the good use of ICT (Information and Communication Technology) for enhancing class rooms, fine-tuning the delivery of information and learning. Over 90% of the classrooms were installed with LCD projectors to support ICT teaching and learning. The Peer Team appreciated the college well for the implementation of ICT in Teaching-Learning, Administration and over-all Quality Assurance.



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## ❖ Contribution of NSS

The NSS students undertook many social awareness programs-Health awareness camps, Blood Donation camps besides village adoption. They also undertook crowd-control management program.


## ❖ Online Survey:

It was noted that the college conducts at the end of every year, Students Satisfaction Survey to get feedback from the out-going students about the academic activities of the year.

## RECOMMENDATIONS

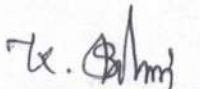
- It was recommended by the Peer Team to apply for NAAC Reaccreditation, second cycle.
- The AQAR may be submitted in advance without waiting for the last date.
- All the faculty members may contribute for research publications.

The overall report submitted by Mahendra Arts and Science College was highly satisfactory.

  
**Dr. S. Chandrasekaran**  
Dr.S. CHANDRASEKARAN, M.Sc., M.Phil., Ph.D.,  
Assistant Professor and Head  
Department of Mathematics,  
Government Arts and Science College,  
IDAPPADI - 637 102.

  
**Dr. S. Vijayakumar,**

**Dr. S. VIJAYAKUMAR, Ph.D.,**  
Assistant Professor  
Department of Tamil  
Govt. Arts College, Karur-5.

  
**CO-ORDINATOR**  
INTERNAL QUALITY ASSURANCE CELL (IQAC)  
MAHENDRA ARTS & SCIENCE COLLEGE (AUTONOMOUS)  
KALIPPATTI (PO) - 637501, NAMAKKAL DT.  
TAMIL NADU.

  
**PRINCIPAL**  
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KALIPPATTI (PO) 637 501 NAMAKKAL





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(AUTONOMOUS)  
KALIPPATTI – 637 501.

**Office of the Controller of Examinations**

**Audit Report for End Semester Examinations  
and Other Activities of COE Office**

Name and Designation of the External Academic Auditor(s)	Dr. S. CHANDRASEKARAN Assistant professor and Head Department of Mathematics Government Arts and science college, Idappadi Dr. J. DHANALAKSHMI Assistant Professor of Biochemistry Bharathidasan college of Arts and Science, Erode Dr. SHANTHINI B, Asst. Prof & Head, BBA(CA) Vellalar college for Women (Autonomous) Erode
Date of Auditing	20.07.2022

**I - END SEMESTER PRACTICAL EXAMINATIONS**

a. Appointment of External Examiners:

Appointed as per Norms.

b. Appointment of Internal Examiners:

Seniority order file are maintained properly and  
Internal Examiners are appointed as seniority order.

c. Examiners' reporting to the examination:

In the examination hall Examiners are maintained  
Punctual time.

d. Squad visit during the conduction of Laboratory examinations:

HOD's are appointed as Squad members  
and also maintained proper records.

e. Maintenance of documents related to Practical examinations:

Maintained proper documents and Time table.

## II - END SEMESTER THEORY EXAMINATIONS

a. Appointment of Question Paper Setters:

Appointed <sup>Experienced</sup> ~~Experienced~~ faculties for  
Question paper setters

b. Appointment order for Scrutiny members:

Faculties more than 10 year of experience  
appointed as scrutiny members

c. Report for question paper scrutinization:

Sample Questions papers are verified.  
Records maintained properly.

d. Conduction of Theory examinations:

conduct exams in a prescribed time  
time.

e. Allotment of Hall Superintendent :

As Norms Internal Hall superintendent  
are appointed.

f. Squad visit during conduction of Theory examinations:

Heads appointed as Squad members.  
Mal practice documents maintained

g. Maintenance of documents related to Theory examinations:

Exactly maintained all the relevant  
documents

### III - CENTRAL VALUATION

- a. Appointment of External and Internal examiners for valuation:

More 5 years of Experienced faculty are appointed as External Examiner.

- b. Conduction of Pre-evaluation meeting:

Properly conducted for all the Departments

- c. Evaluation process:

Theory papers are evaluated as per the Scheme.

- d. Necessary documents related to the Central Valuation:

All the documents are verified and maintained properly.

### IV - COMMENT ON OVERALL EXAMINATION ACTIVITIES

\* All documents are properly maintained.

\* Examination Activities are conducted in a well planned manner.

### V - MAINTENANCE OF DOCUMENTS RELATED COE OFFICE ACTIVITIES

1. Evaluation Records are maintained in an effective manner.

1.  20/7/2022

2. Jolly 20/7/2022

3.  20/7/2022

Dr. SHANTHINI B

Name and Signature  
of the Academic Auditor(s)

J. Josephine   
Controller of Examinations



 20/7/22  
Principal