

SRI SANKARA ARTS AND SCIENCE COLLEGE

(Autonomous)

Enathur, Kanchipuram

Minutes of the Academic Audit committee meeting

held on 27th March 2019, 10:00am

The Convener of the Academic Audit committee Dr. B. Ramesh delivered the welcome address. In his welcome note, he underlined the responsible role expected to be played by the Academic Audit committee in every educational institution. He had also highlighted that the committee was committed to promote teaching and learning process of the institution. Thus, he insisted the members to verify the availability of necessary details in the documents and also to inform the respective department HODs regarding the lack of details or non-submission of the documents.

Dr. K. R. Venkatesan, Principal and Chairman of Academic Audit committee greeted the members. He emphasized the importance of Academic activities like introducing new topics in the syllabus catering to the needs of the present educational scenario and talked on the necessity and vitality of result analysis and faculty members' academic prospects.

The HODs were requested to present the reports to the Academic Audit Committee and to explain the status of implementation of autonomy in their departments. The following points were discussed in detail:

- Detailed explanation about changes introduced in the Syllabus, Certificate Programs, Value Added Programs. If not implemented, the exact time frame for implementing the same.
- Plans for implementing Online Examinations for internal assessment.
- Introduction of Research Programs in departments.
- Feasibility of introducing practice based internal evaluation.
- Regularizing industrial visits.
- Future academic plans for department.

Audit Committee members were requested to submit the following records immediately and inform the compliance during the discussion:

- Course Portfolio (2018-2019)
- Staff Self Evaluation (2018-2019)
- HOD'S Evaluation about academic performance of individual staff (2018-2019)
- Result Analysis (2018-2019)
- Feedback forms and action taken reports (2018-2019)
- Teaching Plans (2018-2019)

Mr.A. Dhakshinamurthy, Assistant Professor, Department of Commerce mentioned that some of the details were not completely filled in teaching plan as per the instruction given by the Academic Audit Committee.

Dr.S.Sivakamasundari and Dr. V. Guruchandran members of Academic Audit committee, assured to render their service and also mentioned the records which are not submitted.

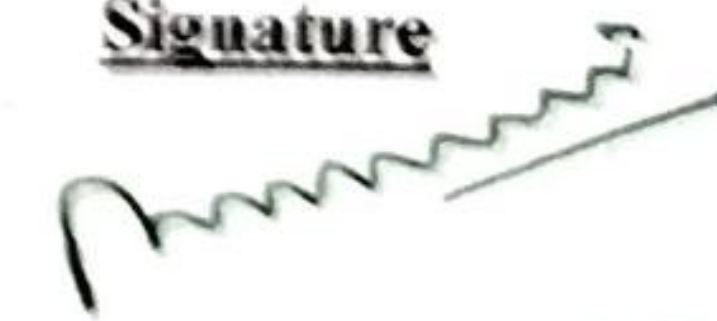

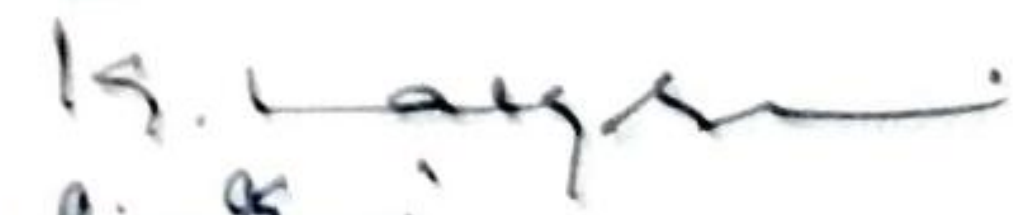
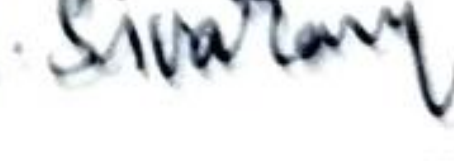


Dr. K. R. Venkatesan, Principal informed the vitality of analyzing the academic events and activities through the feedback forms of Students, Teachers, Alumni, Employees, and Parents in providing desired outcome.

The meeting ended at 11.30am with the vote of thanks by Mrs. K. Lakshmi, Assistant Professor, Department of English.


Convener


Chairman 27/3/

Signature of the members

<u>Name</u>	<u>Signature</u>
1. Dr.K.R.Venkatesan, Principal	- 
2. Dr. B. Ramesh, Convener	- 
3. Mrs. K.Lakshmi, Member	- 
4. Dr.S.Sivakamasundari, Member	- 
5. Dr. V. Guruchandran, Member	- 
6. Mr.A.Dhakshinamoorthy, Member	- 
7. Mr.K.Shanmugam, Member	- 