



Tel. : 080 - 25584020  
Email : xavierboard@gmail.com  
Web : www.xavierboard.org

## **XAVIER BOARD OF HIGHER EDUCATION IN INDIA**

31, PRIMROSE ROAD, BANGALORE - 560 025, SOUTH INDIA

### **XAVIER BOARD OF HIGHER EDUCATION IN INDIA**

**31, Primrose Road, Bangalore 560 025**

#### **ADMINISTRATIVE AUDIT REPORT**

**OF**

#### **ST. ALBERT'S COLLEGE (AUTONOMOUS), KOCHI**

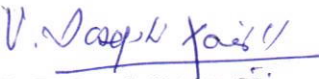
The Administrative Audit of ST. ALBERT'S COLLEGE (AUTONOMOUS), KOCHI was conducted from Nov. 7-9, 2018. The team comprised


- Dr. Fr. Joseph Xavier, former Principal, Loyola College (Autonomous), Chennai and former President, Xavier Board of Higher Education in India,
- Dr. N. Narayanasamy, former Registrar and Dean, Gandhigram Rural Institute (DU), Gandhigram, Tamilnadu, and
- Dr. Ms. Ordetta Mendoza, Member, XBHEI and former Head, Dept. of Bioinformatics, Stella Maris College (Autonomous), Chennai.

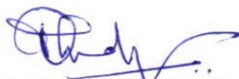
Prior to the visit the College completed and submitted the audit manual developed and deployed by Xavier Board of Higher Education in India.

Dr. Fr. Joseph Xavier, Dr. N. Narayanasamy and Dr. Ms. Ordetta Mendoza visited the various departments and units of the College and interacted with members of the Governing Body, Management Committee, faculty, administrative and supportive staff, students, alumni / alumnae and parents during the three-day visit.

The audit began with a meeting with Dr. M.L. Joseph, Principal of the College, Dr. Fr. Antony Arackal, Secretary of the College and Dr. Nisha Thomji Varghese, IQAC Coordinator. The Principal made a presentation on the institution including its history, followed by a short interaction with the Administrators of the institution.

  
Dr. Fr. Joseph Xavier, SJ

  
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Co-ordinator, XB-AA Audit

The team places on record the growth and progress the College has made, since its inception in 1946 in terms of the increase in the infrastructure facilities, number of faculty and students, admission of girls into the College and the number of innovative courses in the past few years. It also appreciates the commitment of the Management to the cause of Higher Education.

### THE COLLEGE

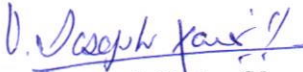
St. Albert's College is a Roman Catholic Latin Christian Minority Institution, established and administered by the Archdiocese of Verapoly and is affiliated to the Mahatma Gandhi University, Kottayam.


St. Albert's College, a premier centre of learning, was established in 1946 with a vision of becoming a centre of excellence in all its endeavours of teaching, research, extension and nation building. The College has well-articulated objectives of: i) imparting value based holistic education; ii) providing state of the art support systems in teaching, learning and research; iii) developing soft and entrepreneurial skills in order to enhance the employability of the students; and iv) developing socially conscious and committed students through outreach programmes. The College stands for truth and service and has designed its programmes and activities keeping its vision, mission and objectives in view.


The total area of the College is 13.51 acres (54673 M. Square) of which the built up area accounts for 19.59 percent. 4.64 acres have been assigned for sports. An additional building has been added since the last accreditation.

The College offers 17 undergraduate and 12 post graduate programmes. It has University recognized Research Centres (six) offering Ph.D. programme. The College was accredited with 'A' grade in 2009 and reaccredited with 'A' grade (3.24) by NAAC in 2016. The College has become an autonomous institution from 2016.

The College has both grant-in-aid and self-financing courses, recognized by the University. In addition to the degree programmes, the College offers a number of add-on certificate and

  
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diploma courses. These courses are conducted by four 'Albertian Study Centres'. Additional courses such as coaching for the UGC's NET, Remedial coaching, and coaching for competitive examinations are also conducted. The College has received funds under the FIST programme as well as from DST, Govt. of India and from DBT under the 'Star College' Scheme.

The faculty strength stands at 126 of whom 31% have Ph.D.; 39% have NET qualification. Most of the faculty are young with less than five years of experience. Non-teaching staff numbering 66 serve as a facilitating force in administration.

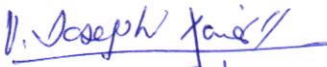
### **COMMENDATIONS**

#### **The XB-AAA team commends the following**


- ❖ Formulation of Strategic plan: Vision 2025 and initiation of measures to execute the strategic plan.

#### **Curricular planning and implementation**

- ❖ The College has planned and re-designed its curriculum to some extent since autonomy was granted.
- ❖ Curriculum has been developed based on inputs from experts and stakeholders.
- ❖ The College has begun several relevant programmes to suit the professional and personal needs of the students and realization of core values.
- ❖ The College has a range of programme options and courses that are relevant to the local needs and in tune with the emerging national and global trends.
- ❖ Academic flexibility is limited since the parent University permits the institution to modify only upto 20% of the syllabi of the University.
- ❖ The College follows Choice Based Credit System as suggested by the University.
- ❖ Some Value-added courses are offered by the College.

  
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## Teaching-Learning and Evaluation


- ❖ The College offers a large number of programmes and demand for all the programmes offered has registered an increasing trend.
- ❖ Admission Committee manages student admissions. Admission is based on merit and through an online system.
- ❖ Students from various socio - economic backgrounds are admitted.
- ❖ Admission of girl students in all courses of study. Girls outnumber boys.
- ❖ Academic activities are planned in advance during a three-day Academic and Strategic Planning Retreat
- ❖ The faculty provide a variety of learning experiences for the students including participative and collaborative learning.
- ❖ The well-structured evaluation process to gauge the knowledge and skills acquired at various levels of the programme consisting of both internal assessment and final examination.
- ❖ The teaching satisfaction survey carried out by the faculty and the College from time to time with the main respondents being students.
- ❖ The mechanism to address and redress the grievance of the teaching staff, non-teaching staff and students.
- ❖ The Examination Office which is well organized and where confidentiality is maintained.
- ❖ The system of automation of generating question papers.
- ❖ The Controller of Examinations and the staff of the examination office who are committed to quality.

## Research, Innovations and Extensions

- ❖ The institution provides support in terms of administrative decisions to enable faculty to submit project proposals and approach funding agencies for mobilizing resources for research.
- ❖ The College has six recognized research centres, and 10 scholars were awarded Ph. D.

  
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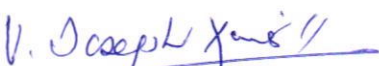
  
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- ❖ The science departments carry out most of the research. The College has completed 5 research projects funded by UGC, DST-SERB, and FIST and currently has nine funded ongoing research projects.
- ❖ The staff have published 110 research articles of which 69 are in international and 41 are in national journals.
- ❖ The Management and Arts Departments concentrate on Entrepreneurship, and Finance, and Tourism.
- ❖ The College has received one Young Scientist Award given by DST and one Raman Indo-Us Research Fellowship. It also received the Jawaharlal Nehru National Best Thesis Award.
- ❖ The College received one Patent.
- ❖ The College has a few international collaboration with academic institutions such as University of Mary, ND, USA, Seisen University, Japan; Binary University, Malaysia and Thomson Rivers University, BC, Canada.
- ❖ The College has industry collaborations with companies like Kotak, Cochin International Airport Limited (CIAL), National Digital Library of India.

### Infrastructure and Learning Resources

- ❖ The College has a total of 13.51 acres of land and the built-up area is 10711.71 square meters. The area assigned for playgrounds is 4.64 acres. The facilities are being developed.
- ❖ There are 78 class rooms of which 20% are smart class rooms; 21 science labs, 6 computer labs and 3 seminar halls.
- ❖ The College has an observatory with a CELESTRON CGE PRO Telescope open to public when rare celestial events occur.
- ❖ The institution owns and maintains an aquaculture facility a few Kms away from the campus.
- ❖ The College has made available potable drinking water in all the blocks.
- ❖ Washroom facilities and separate dining rooms for teaching and non-teaching staff and students are available and kept clean.

  
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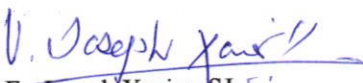
  
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- ❖ The College has a canteen with adequate infrastructure. The quality of the food served is good and the cost is reasonable. The canteen is hygienic and clean.
- ❖ Two-bedded health room is available on the campus. Health care facilities are available and within reach.
- ❖ The library is digitized and well-used by the faculty and students.
- ❖ The College has 253 computers with the computers : students ratio being 1:8.
- ❖ Several equipment bought with funds from FIST, DST, etc. are well maintained and used by students from within the College and also students belonging to other research institutions.
- ❖ All the laboratories, library and main buildings are well-maintained and have fire extinguishers.
- ❖ Income generated from various sources is reinvested for development of the College.
- ❖ The College has a bank on the campus, a stationary store, photocopying facility, free internet facility with Wi-Fi, and an auditorium with a seating capacity of 1500 students.
- ❖ NCC and NSS are quite active with regular activities.
- ❖ Sports and games are given utmost importance. The College trains the students in Basketball, Hockey, Cricket, Volleyball, Football, Judo, athletics, Badminton and table tennis. A few sports persons won National and State level events.
- ❖ Hostel facilities are available only for boys with 18 individual rooms, 28 shared rooms, 3 common rooms and a mess.
- ❖ The campus is under CCTV surveillance.
- ❖ The physical infrastructure of the College is insured.

### **Student Support and Progression**

- ❖ Around 66% of the students avail scholarship mostly from the Government.
- ❖ The College has initiated an 'Each one teach one' system to help academically weak students.
- ❖ The College has a placement cell. It provides training to students on resumé-preparation, interview skills, personality development, etc.
- ❖ Several leading corporate companies recruit students on campus.

  
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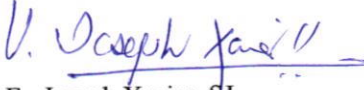
  
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- ❖ Trained counsellors are available to counsel the students.
- ❖ The College has instituted a well-defined mentoring system to mentor students.
- ❖ 28 students have passed the UGC's NET while two students passed GATE.
- ❖ The departments have subject based Associations, providing opportunities for the students to enrich their knowledge.
- ❖ The College has 25 Students' clubs to nurture and promote inherent talents of students.
- ❖ The Albertian International Expo for three days and Albertian International Knowledge Summit for a week are the flagship events organized by the College.
- ❖ The institution has the required infrastructure and promotes active participation of the students in cultural and leisure activities.
- ❖ The institution has a registered, functional Alumnae Association which conducts programmes and contributes to the development of the College both at the financial and non-financial level.

### **Governance, Leadership and Management**

- ❖ Participatory governance is in vogue: several committees have been constituted with fair representation to primary and secondary stakeholders for decision making.
- ❖ Initiation of the exercise of revising curriculum and syllabi based on the concept of outcome-based learning.
- ❖ Meetings of Governing Body, Managing Committee, Finance Committee and other committees (both statutory and non-statutory) are being conducted regularly; recording of minutes and follow up action.
- ❖ The College prepares its financial plan every year. All the financial transactions are automated and done through bank.
- ❖ The institution ensures transparency in collection of fees by displaying the fee structure on the College website.
- ❖ Automation of several sections and processes including admission process, faculty, non-teaching staff and students attendance, as well as the entire examination process (CIA, ESE, issue of Mark Statements).

  
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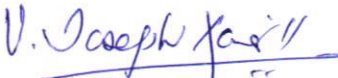
  
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- ❖ The College has facility to store all the data with adequate security features.
- ❖ The College has women Development Cell. It has organized programmes related to women's health, skill development, and self-defence.
- ❖ Anti-ragging Cell has been established. No incident of ragging has been reported.
- ❖ The College has an Anti-sexual harassment cell.
- ❖ The Internal Quality Assurance System (IQAS) of the College is functional and active.
- ❖ The IQAC strives for continuous improvement of quality and achieving academic excellence through its programmes.

### **Institutional Values and Best Practices**

- ❖ The College has an alternate power source with generator and a 40KVA grid connected solar system.
- ❖ Rainwater harvesting is done in the campus and this is used to recharge the well.
- ❖ The water so collected is treated and used for drinking and washing purposes.
- ❖ Garbage is segregated and disposed appropriately.
- ❖ BIN IT INDIA, the institution's Flagship programme conducts several programmes to make students aware of the social realities around them.
- ❖ Energy audit is conducted for all the departments
- ❖ Alumnae are proud of being 'Albertians'.
- ❖ The best practices of the College include:
  - i) Organization of 'Academic Retreat and Strategic Planning' for three days every year involving teaching and non-teaching staff;
  - ii) Organization of 'Albertian International Knowledge Summit' for period of one-week with a focus on updating the knowledge of the staff;
  - iii) 'Albertian International Educational Expo',
  - iv) Tapping renewable energy sources;
  - v) Harvesting rain water and using it; and
  - vi) Participatory decision-making.

  
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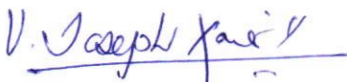
  
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## RECOMMENDATIONS

- ❖ Design and Develop Curriculum appropriately by need-based inputs in consultation with expert groups and based on the feedback from stakeholders.
- ❖ Evolve curriculum which comprises Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) and these should be uploaded on Institutional website.
- ❖ Develop curriculum focusing on employability, entrepreneurship and skill development.
- ❖ Courses in every discipline (syllabus) should have substantive outlines, organizational details of implementation as well as assessment pattern.
- ❖ Provide students with value-added courses to sensitize them to cross-cutting issues relevant to current pressing concerns such as gender, environment and sustainability, human values and professional ethics, development of creative and divergent competencies.
- ❖ Collect feedback from all stakeholders, analyse, identify and draw pertinent pointers to enhance the learning effectiveness.
- ❖ Ensure all faculty are adequately qualified as per UGC eligibility criteria and non-Ph.D holders may be facilitated to complete Ph.D.
- ❖ Reduce the faculty attrition rate in the self-financing programmes. The management to find ways and means for faculty retention.
- ❖ Programs may be organized to train the faculty for revising the curriculum based on the concept of outcome-based learning.
- ❖ Conduct training programmes for junior faculty on teaching and evaluation methods.
- ❖ Efforts to be made to improve student diversity.
- ❖ Steps may be taken to improve the pass percentage.
- ❖ Extension activities to be made mandatory for all students atleast in the first year.
- ❖ The College can explore the scope for collaborative interdepartmental projects as well as projects with external organizations.
- ❖ Consultancy can be made part of research departments' functioning.
- ❖ Career guidance and placement demands more attention.
- ❖ Develop ERP further to cover all areas of functioning of the College.



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- ❖ Maintain records of student progression to higher education, and of those qualifying for state /national/international level examinations or competitions.
- ❖ The College has excelled in sports. The facilities in the land allotted for sport may be improved. The Gymnasium can also be improved.
- ❖ Make all the Clubs established in the College dynamic and vibrant.
- ❖ Faculty and students could be encouraged to speak only in English on campus to improve student communication skills and enhance their job prospects.
- ❖ Scholarships can be instituted for economically backward students and first generation learners.
- ❖ Expand the hostels, include hostel for girls and improve existing hostel facilities.
- ❖ The institution to further nurture the alumni association/chapters in order to facilitate them to contribute significantly to the development of the institution through financial and non-financial means.
- ❖ The College may prepare a manual on i) CBCS, ii) Examination, iii) Outreach, and iv) Village adoption.
- ❖ All policy decisions to be recorded and maintained.
- ❖ Role of function of persons holding positions to be made clear through a manual or handbook.
- ❖ Evolve mechanisms for regular performance appraisal of faculty and non-teaching staff.
- ❖ Organize and conduct programmes for professional development of faculty.
- ❖ IQAC Co-ordinator to be given administrative and academic assistance.

Date: 03/01/2019

Place: Bangalore



*V. Joseph Xavier*

Dr. Fr. Joseph Xavier, SJ

*N. N. Narayanasamy*

Dr. N. Narayanasamy

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#### **ACADEMIC AUDIT REPORT**

#### **OF THE**

**DEPARTMENT OF BUSINESS ADMINISTRATION,**

**ST. ALBERT'S COLLEGE (AUTONOMOUS), KOCHI**

The Academic Audit of ST. ALBERT'S COLLEGE (AUTONOMOUS), KOCHI was conducted from Nov. 7-9, 2018. The team comprised

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- Dr. Ms. Ordetta Mendoza, Member, XBHEI and former Head, Dept. of Bioinformatics, Stella Maris College (Autonomous), Chennai,

Prior to the visit the department completed and submitted the audit manual developed and deployed by Xavier Board of Higher Education in India.

Dr. N. Narayanasamy visited the department of Business Administration on Nov. 8, 2018 and interacted with the Head of Department and faculty. Ms. Elsa George, the HoD made a presentation followed by interaction with the audit team.

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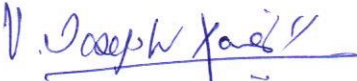



## Observations


Started in 2014, the department has been offering an undergraduate programme (BBA) since its inception.

## Commendations

- ❖ The BBA programme enjoys a good demand as the demand ratio has steadily increased from 38:1 to 56:1 in 2017-18.
- ❖ The students-teacher ratio is 20:1.
- ❖ A good number of courses have problem-solving methods.
- ❖ The faculty adopt a spectrum of teaching-learning methods such as lectures, seminars, case studies, group discussion, brain storming, industrial visits, grooming sessions and major projects providing sufficient scope for making learning more student centric.
- ❖ The faculty employ filmstrips, movies, pictures, info-graphics and mind mapping tools to make the learning process creative, interactive and interesting.
- ❖ The pass percentage of students has improved from 40% in 2017 to 76% in 2018.
- ❖ The department has 5 faculty members who are young with an average teaching experience of 2 years.
- ❖ The department offers an open course on 'Investment Management'.
- ❖ The students are found to have efficiently made use of the choices available under open courses offered by other departments.

  
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- ❖ The students have participated in various co-curricular activities and extracurricular activities organized by the department, NCC, NSS and various Clubs.


### Recommendations


- ❖ The department is at the nascent stage of its development. Hence, it requires a great deal of support from the management.
- ❖ The faculty members may be encouraged to pursue Ph. D. programme.
- ❖ The department may seek collaboration with the Department of Economics, Department of Commerce and the Department of Management to further its interest in research and teaching.
- ❖ The department may arrange more special lectures to enrich the knowledge of the students.
- ❖ The department may establish links with corporates (academe-industry linkage).
- ❖ Student diversity maybe increased through appropriate measures.

Date: 03/01/2019

Place: Bangalore

  
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### ACADEMIC AUDIT REPORT

OF THE

DEPARTMENT OF MANAGEMENT,

ALBERTIAN INSTITUTE OF MANAGEMENT

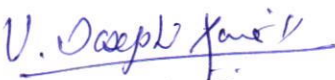
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Dr. Fr. Joseph Xavier and Dr. N. Narayanasamy visited the PG department of Management on Nov. 7, 2018 and interacted with the Head of Department and faculty. Dr. Geo Jos Fernandez, the HoD made a presentation followed by interaction with the audit team.

  
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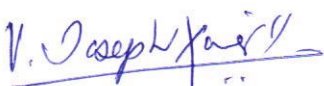
  
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## Observations


The Albertian Institute of Management (AIM) established in 2006 has a clear-cut vision and mission. Approved by AICTE in 2006, the Institute has emerged an SAP accredited center in 2014. The AIM with a state of the art facility offers a two year PG Programme in Management.

## Commendations

- ❖ The department has been able to integrate issues relevant to gender, environment and sustainability, human values and professional ethics in the curriculum by incorporating appropriate courses. These are further supplemented and reinforced through specific lectures, awareness programmes and extension activities.
- ❖ The curriculum has thrust areas like Enterprise Resource Planning, Social Audit, Disaster Management and Resilience.
- ❖ Industrial visits, internship, organizational study are integral part of the programme providing hands-on training to the students.
- ❖ Admission to the programme is based on CMAT / KMAT / CAT. Group discussion and personal interviews are conducted to finalize the selection.
- ❖ The demand enrollment ratio is 8:1.
- ❖ The students-teacher ratio is 14:1.
- ❖ Case study, simulation games, role play, seminars, internship organizational study are the learner centric methods adopted.
- ❖ There are 7 faculty members in the department 3 of whom hold Ph. D. degree.
- ❖ The faculty members have participated in seminars / workshops to update their knowledge.

  
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- ❖ The department has organized a series of programmes to create an atmosphere for innovations.
- ❖ Outreach activities carried out by the department has helped in inculcating value and social responsibilities among the students.
- ❖ The department has signed MOU with Ernakulum Social Service Society, Amaara Foundation, Canara Bank, Rotaract International and Finmark Group.
- ❖ The department is blessed with good infrastructure in terms of building, books and ICT facilities.
- ❖ Students are motivated and facilitated to participate in management related festivals, seminars, and events organized by other colleges and universities across the state.
- ❖ The department has, on an average, organized 30 special lectures per year inviting experts from different fields as part of student enrichment programme.
- ❖ Mini projects in every semester, special lecture, and open-book examinations are the best practices of the department.

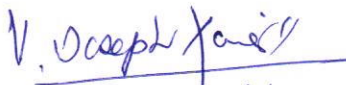
### **Recommendations**


- ❖ The department may offer open courses to the students of other departments.
- ❖ Research is a weak spot in the functioning of the department. Funded research may be taken up. Faculty with Ph. D may start enrolling full-time research scholars.


Date: 03/01/2019

Place: Bangalore



  
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Email : xavierboard@gmail.com

Web : www.xavierboard.org

**XAVIER BOARD OF HIGHER EDUCATION IN INDIA**

**31, Primrose Road, Bangalore 560 025**

**ACADEMIC AUDIT REPORT**

**OF THE**

**DEPARTMENT OF COMMERCE (SELF-FINANCED),**

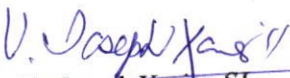
**ST. ALBERT'S COLLEGE (AUTONOMOUS), KOCHI**


The Academic Audit of ST. ALBERT'S COLLEGE (AUTONOMOUS), KOCHI was conducted from Nov. 7-9, 2018. The team comprised


- Dr. Fr. Joseph Xavier, former Principal, Loyola College (Autonomous), Chennai and former President, Xavier Board of Higher Education in India,
- Dr. N. Narayanasamy, former Registrar and Dean, Gandhigram Rural Institute (DU), Gandhigram, Tamilnadu, and
- Dr. Ms. Ordetta Mendoza, Member, XBHEI and former Head, Dept. of Bioinformatics, Stella Maris College (Autonomous), Chennai.

Prior to the visit the department completed and submitted the audit manual developed and deployed by Xavier Board of Higher Education in India.

Dr. N. Narayanasamy visited the department of commerce (Self-financed) on Nov. 8, 2018 and interacted with the Head of Department and faculty. Dr. Jefrin Johnson, the HoD made a presentation followed by an interaction with the audit team.

  
Dr. Fr. Joseph Xavier, SJ

  
Dr. N. Narayanasamy,


  
Dr. Ms. Ordetta Mendoza  
Co-ordinator, XB-AA Audit Team

## Observations


The department of commerce under self-financing is 6 years old. It offers two undergraduate programmes 1) B. Com. Computer Applications and 2) B. Com. Taxation. The department with seven faculty members has a high attrition rate. The average experience of the faculty members is 2 years. The department has currently got approval to begin a new programme: B. Com. Travel and Tourism.

## Commendations

- ❖ The demand for both the B. Com. programmes is quite high. The demand ratio has gone up and is at an average of 50:1.
- ❖ Faculty members are young with great zeal, enthusiasm and dynamism.
- ❖ Faculty adopt learner-centric method in teaching-learning process
- ❖ Ten Courses offered under B. Com. programmes have participative learning component.
- ❖ Lesson plans are prepared well in advance and communicated to the students.
- ❖ The department offers an open course with 4 credits on Capital Markets and Investment Management with a pass percentage of 100.
- ❖ The average pass percentage of students in B. Com.-Taxation is 100 and in B. Com.- Computer Application is 82.
- ❖ The faculty have published 8 research papers and two books.
- ❖ The department has to its credit two national level champions in Power Lifting.
- ❖ The department has organized students enrichment programmes such as special lectures, workshops, practical seminars involving external experts.

  
Dr. Fr. Joseph Xavier, SJ

  
Dr. N. Narayanasamy,

  
Dr. Ms. Ordetta Mendoza  
Co-ordinator, XB-AA Audit Team




## Recommendations


- ❖ The students teacher ratio is high (33:1), this may be brought down to 20:1.
- ❖ The high attrition rate among faculty may be brought down through appropriate measures.
- ❖ The faculty may be encouraged to pursue Ph. D.
- ❖ Necessary ICT tools may be provided to the department.
- ❖ The department can pursue academic-industry linkage and provide students opportunities for internship and on-the-job training.
- ❖ Faculty need to be trained in developing outcome-based curriculum.


Date: 03/01/2019

Place: Bangalore



  
Dr. Fr. Joseph Xavier, SJ

  
Dr. N. Narayanasamy,

  
Dr. Ms. Ordetta Mendoza  
Co-ordinator, XB-AA Audit Team



Tel. : 080 - 25584020  
Email : xavierboard@gmail.com  
Web : www.xavierboard.org

## **XAVIER BOARD OF HIGHER EDUCATION IN INDIA**

31, PRIMROSE ROAD, BANGALORE - 560 025, SOUTH INDIA

### **XAVIER BOARD OF HIGHER EDUCATION IN INDIA**

**31, Primrose Road, Bangalore 560 025**

### **ACADEMIC AUDIT REPORT**

### **OF THE**

**DEPARTMENT OF FISHERIES AND AQUACULTURE,**


**ST. ALBERT'S COLLEGE (AUTONOMOUS), KOCHI**

The Academic Audit of ST. ALBERT'S COLLEGE (AUTONOMOUS), KOCHI was conducted from Nov. 7-9, 2018. The team comprised

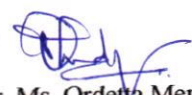
- Dr. Fr. Joseph Xavier, former Principal, Loyola College (Autonomous), Chennai and former President, Xavier Board of Higher Education in India,
- Dr. N. Narayanasamy, former Registrar and Dean, Gandhigram Rural Institute (DU), Gandhigram, Tamilnadu, and
- Dr. Ms. Ordetta Mendoza, Member, XBHEI and former Head, Dept. of Bioinformatics, Stella Maris College (Autonomous), Chennai

Prior to the visit, the department completed and submitted the audit manual developed and deployed by Xavier Board of Higher Education in India.

Dr. N. Narayanasamy visited the Department of Fisheries and Aquaculture on Nov. 7, 2018 and interacted with the Head of Department and faculty. Dr. Ajith Thomas John, the HoD made a presentation followed by an interaction with the audit team.

  
Dr. Fr. Joseph Xavier, SJ'

  
Dr. N. Narayanasamy

  
Dr. Ms. Ordetta Mendoza  
Co-ordinator, XB-AA Audit Team

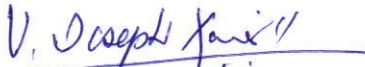


## Observations


Though B.Sc. Aquaculture and B.Sc. Industrial Fish and Fisheries were started in 1995 and 1996 respectively and M.Sc. Applied Fisheries and Aquaculture in 2002, the department was recognized as independent department only in 2004. It was recognized as a Research Center in 2016. The department has stated its vision and mission in clear-cut terms and they are in consonance with the vision and mission of the college. Its academic, research and extension activities are highly relevant to its natural environment.

## Commendations

- ❖ The demand for the B.Sc. Aquaculture has steadily increased with the demand enrollment ratio of 41:1 in 2015 -16 to 62:1 in 2017-18. However, the demand for other two programmes (UG and PG) was comparatively low.
- ❖ B. Sc. programmes have students from other districts in Kerala; while the M.Sc. programme has few students from other states in India.
- ❖ The students-teacher ratio hovers around 20:1.
- ❖ The courses offered under UG and PG programmes have provided enough space for experiential learning.
- ❖ The open course on 'Value Added Fisheries Product' has a good demand from students of other departments.
- ❖ ICT is used extensively through e-assignment, e-tutorials and PPT.
- ❖ Field work, on-the-job training, case study, interaction with experts, flip classes are methods adopted to make the teaching-learning process learner-centric.


  
Dr. Fr. Joseph Xavier, SJ


  
Dr. N. Narayanasamy


  
Dr. Ms. Ordetta Mendoza  
Co-ordinator, XB-AA Audit Team



- ❖ Faculty of the department are adequately qualified with regular faculty members (4) having Ph.D.; and one-third of the contract faculty having passed the NET.
- ❖ Faculty have participated in the National and International Seminars in their area of interest.
- ❖ The department has organized 8 seminars, 4 workshops and 8 training programmes benefitting faculty and students.
- ❖ Students enjoy flexibility in choosing courses offered by other departments.
- ❖ There has been a marked improvement in the pass percentage of students.
- ❖ The department has good lab facilities including a fish farm, wet lab hatchery to carry out the teaching, research and outreach activities.
- ❖ Two faculty members serve on the Editorial Board of International journals.
- ❖ The department has organized programmes such as 'Responsible Fisheries,' 'Traditional Indigenous Knowledge in Fisheries', 'Beach Waste disposal', and 'Good Aquaculture Practice' to help preserve the marine eco-system.
- ❖ Faculty have 15 research papers in peer-reviewed journals with an impact factor of 2.13 to 3.37.
- ❖ The faculty and students are actively involved in extension activities like beach waste disposal, fish count, demonstration on fish feed preparation, and fish stocking supported by NGOs and Government.
- ❖ The department has an active MOU with National Institute of Fisheries Post Harvest Technology (Govt. of India), Central Institute of Fisheries Technology (Kochi) and Cochin International Airport Ltd.
- ❖ The department has organized special lectures and seminars (15 programmes) towards students' enrichment.

  
Dr. Fr. Joseph Xavier, SJ

  
Dr. N. Narayanasamy

  
Dr. Ms. Ordetta Mendoza  
Co-ordinator, XB-AA Audit Team



- ❖ The best practice of the department includes Annual Aqua Show for the public, shrimp farming and on the job training.
- ❖ Formation of Scuba Diving Club and Entrepreneurial Skill Development Initiatives for students are the innovative practices.
- ❖ The department is instrumental in ranking the college as one of top ten colleges in the world working to save endangered species.

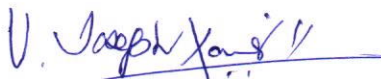
### Recommendations


- ❖ The department may take-up funded research projects as it has qualified faculty and required infrastructure.
- ❖ The department may establish a field lab at the fish farm site.
- ❖ Faculty with Ph.D. may start admitting full-time research scholars.
- ❖ The department may document 'Traditional Indigenous Knowledge in Fisheries'.
- ❖ Student strength can be scaled up for the UG and PG courses in Applied Fisheries and Aquaculture.


Date: 03/01/2019

Place: Bangalore



  
Dr. Fr. Joseph Xavier, SJ

  
Dr. N. Narayanasamy

  
Dr. Ms. Ordetta Mendoza  
Co-ordinator, XB-AA Audit Team





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31, PRIMROSE ROAD, BANGALORE - 560 025, SOUTH INDIA

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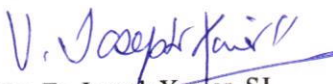
**ACADEMIC AUDIT REPORT  
OF THE  
DEPARTMENT OF BOTANY,  
ST. ALBERT'S COLLEGE (AUTONOMOUS), KOCHI**

The Academic Audit of ST. ALBERT'S COLLEGE (AUTONOMOUS), KOCHI was conducted from Nov. 7-9, 2018. The team comprised

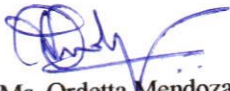
- Dr. Fr. Joseph Xavier, former Principal, Loyola College (Autonomous), Chennai and former President, Xavier Board of Higher Education in India,
- Dr. N. Narayanasamy, former Registrar and Dean, Gandhigram Rural Institute (DU), Gandhigram, Tamilnadu, and
- Dr. Ms. Ordetta Mendoza, Member, XBHEI and former Head, Dept. of Bioinformatics, Stella Maris College (Autonomous), Chennai,

Prior to the visit, the department completed and submitted the audit manual developed and deployed by Xavier Board of Higher Education in India.

Dr. Ms. Ordetta Mendoza, visited the Department of Botany on Nov. 7, 2018 and interacted with the Head of Department and faculty. Dr. J. Jameson, the HoD, made a presentation which was followed by an interaction with the audit team.

  
Dr. Fr. Joseph Xavier, SJ

  
Dr. N. Narayanasamy

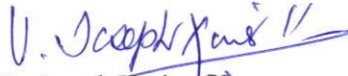
  
Dr. Ms. Ordetta Mendoza,  
Co-ordinator, XB-AA Audit team

### About the department


Established in 1946, the department was one of the oldest departments in the college. The Undergraduate Programme was started in 1946 and the Post Graduate Programme in 1964. The department also offers research leading to Ph.D. There are 9 research scholars pursuing Ph.D. programme in the department.

### Commendations

- ❖ The curriculum of the department is in keeping with the vision and mission of the college and has relevance to the local and national needs.
- ❖ The demand for the UG programme is good with an average demand enrollment ratio of 50:1. However, the demand for the PG programme is moderate with a average demand enrollment ratio of 14:1.
- ❖ Most of the faculty members are qualified with 6 out of 8 faculty having Ph.D.
- ❖ The demand ratio for both UG and PG programmes is very high and has shown an increase in the last 2 years.
- ❖ Learner-centric methods (experiential, participative and problem solving methods) such as assignments, project work, seminars, field trips and study tours are used by the faculty.
- ❖ All the faculty use ICT as part of the teaching-learning process.
- ❖ Mentoring is carried out in the department.
- ❖ The faculty prepare a lesson plan and follow it closely.
- ❖ Two of the faculty have received awards /recognition for their research work.
- ❖ Students get ample opportunities to get involved in outreach activities through programmes organized by the institution.
- ❖ Around 33 percent of UG students pursue higher education.
- ❖ The best practice of the department: 'Each one teach one' programme with the intention to ensure that all students do well in their studies.

  
Dr. Fr. Joseph Xavier, SJ

  
Dr. N. Narayanasamy

  
Dr. Ms. Ordetta Mendoza,  
Co-ordinator, XB-AA Audit team



## Recommendations

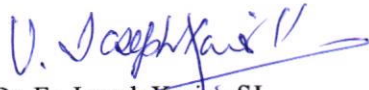
The department has to elucidate the learning objectives including Programme outcomes, programme specific outcomes and course outcomes. The same to be uploaded on the college website.

- ❖ Attainment of course outcomes to be evaluated and communicated to stakeholders.
- ❖ Offer value-added courses which impart transferable skills in the next curriculum / syllabus revision.
- ❖ *Feedback on current curriculum must be taken to help re-design and develop the next curriculum.*
- ❖ The students-teacher ratio may be brought down from 30:1 to 20:1 to make the teaching-learning and mentoring process more effective and interactive.
- ❖ The department may through appropriate measures attract students from other states in the country.
- ❖ Faculty who do not have a Ph.D. degree may be facilitated through *appropriate measures to complete the Ph. D.*
- ❖ The department may take extra care to increase the pass percentage.
- ❖ Academic-industry linkage and collaboration with other institutes may be established.
- ❖ The department may subscribe to more national or international journals.
- ❖ Teachers from other states may also be recruited.


Date: 03/01/2019

Place: Bangalore



  
Dr. Fr. Joseph Xavier, SJ

  
Dr. N. Narayanasamy

  
Dr. Ms. Ordetta Mendoza,  
Co-ordinator, XB-AA Audit team



## **XAVIER BOARD OF HIGHER EDUCATION IN INDIA**

31, PRIMROSE ROAD, BANGALORE - 560 025, SOUTH INDIA

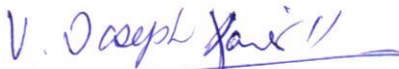
### **ACADEMIC AUDIT REPORT OF THE DEPARTMENT OF RENEWABLE ENERGY, ST. ALBERT'S COLLEGE (AUTONOMOUS), KOCHI**

The Academic Audit of ST. ALBERT'S COLLEGE (AUTONOMOUS), KOCHI was conducted from Nov. 7-9, 2018. The team comprised

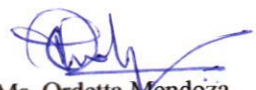
- Dr. Fr. Joseph Xavier, former Principal, Loyola College (Autonomous), Chennai and former President, Xavier Board of Higher Education in India,
- Dr. N. Narayanasamy, former Registrar and Dean, Gandhigram Rural Institute (DU), Gandhigram, Tamilnadu, and
- Dr. Ms. Ordetta Mendoza, Member, XBHEI and former Head, Dept. of Bioinformatics, Stella Maris College (Autonomous), Chennai,

Prior to the visit, the department completed and submitted the audit manual developed and deployed by Xavier Board of Higher Education in India.

Dr. Ms. Ordetta Mendoza, visited the Department of Renewable Energy on Nov. 8, 2018 and interacted with the Head of Department and faculty. Ms. Cicily Anthony, T., the HoD, made a presentation followed by interaction with the audit team.

  
Dr. Fr. Joseph Xavier, SJ

  
Dr. N. Narayanasamy

  
Dr. Ms. Ordetta Mendoza,  
Co-ordinator, XB-AA Audit team

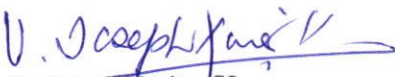


### About the department


The department established in 2014 offers a Vocational Degree Programme at the undergraduate level – B.Voc. Renewable Energy, supported by the UGC. Being a vocational programme it provides student with hands-on training and employability skills. The department also offers a Diploma and a certificate course under the National Skills Qualifications Framework – Diploma in the fourth semester (NSQF-4) & Advance Diploma (NSQF-5) certificate in the fifth semester.

### Commendations

- ❖ The curriculum of the department is in keeping with the vision and mission of the college and has relevance to local and national needs.
- ❖ The demand for the vocational programme is good with an average demand ratio of 250:1.
- ❖ All faculty members use learner-centric methods (experiential, participative and problem solving methods) including seminars, PPT, Case Studies, Industry Expert Interaction, Industrial Visit, etc.
- ❖ On-the-job training and Hands-On training are an integral part of the degree programme.
- ❖ The enthusiasm of the students of 2015-2018 Batch in making their classroom completely powered under solar energy with 6 hours of back up.
- ❖ Students are taken on field trips and study tours such as the Cochin International Airport Ltd., (CIAL) as well Mrithadham Renewable Energy Centre, Aluva.
- ❖ The department has also signed an MoU with Konark Systems Pvt. Ltd. and CIAL for energy management.

  
Dr. Fr. Joseph Xavier, SJ

  
Dr. N. Narayanasamy

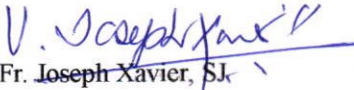
  
Dr. Ms. Ordetta Mendoza,  
Co-ordinator, XB-AA Audit team




- ❖ Students encouraged to take the Electronic Sector Skill Council of India (ESSIC) diploma and advance diploma examinations.
- ❖ Students to full time teacher ratio and mentor: mentee ratio stands at 20:1.
- ❖ The department has 2 laboratories – a solar lab and a wind energy lab. It also has a Solar Parabolic Trough collector placed on the roof of the building.
- ❖ Slow learners are engaged in remedial teaching programmes.
- ❖ Guest Lectures and seminars organized for students by persons in the field of renewable energy resources.
- ❖ Weekly tests, Assignments, Paper presentations, Reviews and group discussions, External and Internal examinations are used to measure student learning outcomes.
- ❖ Showcasing of projects – Vertical Axis Highway Wind Turbine and Robot from e-waste at the Albertian International Expo in Jan. 2018.

### Recommendations

- ❖ Being a relatively new department with a high attrition rate, the management can take measures to ensure retention of faculty.
- ❖ The department may get support from related departments such as Physics for better academic administration.
- ❖ With respect to curriculum, the department has to elucidate the learning objectives including Programme Outcomes, Programme Specific Outcomes and Course Outcomes. The same to be uploaded on the college website.
- ❖ Attainment of course outcomes to be evaluated and communicated to stakeholders.
- ❖ The department may offer value-added courses which impart transferable skills to students of other departments.

  
Dr. Fr. Joseph Xavier, SJ

  
Dr. N. Narayanasamy

  
Dr. Ms. Ordetta Mendoza,  
Co-ordinator, XB-AA Audit team

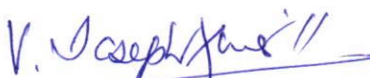


- ❖ Feedback on current curriculum must be taken to help design and develop the curriculum during the next revision.
- ❖ More exposure through seminars and lectures in recent trends in renewable energy to be organized for students.
- ❖ Library resources in the department to be increased.
- ❖ Faculty to be encouraged to scale up their qualifications and pursue Ph.D.
- ❖ The department may make efforts to increase student diversity.
- ❖ Advanced learners may be engaged in other learning aspects.
- ❖ The department may take extra care to increase the pass percentage through appropriate measures.
- ❖ Teachers from other states may be recruited.
- ❖ More collaboration with other institutions and academe-industry linkage may be pursued.


Date: 03/01/2019

Place: Bangalore



  
Dr. Fr. Joseph Xavier, SJ

  
Dr. N. Narayanasamy

  
Dr. Ms. Ordetta Mendoza,  
Co-ordinator, XB-AA Audit team





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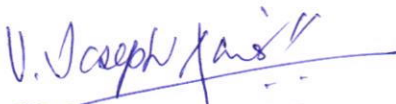
**ACADEMIC AUDIT REPORT  
OF THE  
DEPARTMENT OF CHEMISTRY,  
ST. ALBERT'S COLLEGE (AUTONOMOUS), KOCHI**

The Academic Audit of ST. ALBERT'S COLLEGE (AUTONOMOUS), KOCHI was conducted from Nov. 7-9, 2018. The team comprised

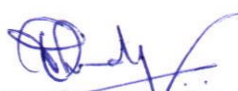
- Dr. Fr. Joseph Xavier, former Principal, Loyola College (Autonomous), Chennai and former President, Xavier Board of Higher Education in India,
- Dr. N. Narayanasamy, former Registrar and Dean, Gandhigram Rural Institute (DU), Gandhigram, Tamilnadu, and
- Dr. Ms. Ordetta Mendoza, Member, XBHEI and former Head, Dept. of Bioinformatics, Stella Maris College (Autonomous), Chennai,

Prior to the visit, the department completed and submitted the audit manual developed and deployed by Xavier Board of Higher Education in India.

Dr. Ms. Ordetta Mendoza, visited the Department of Chemistry on Nov. 7, 2018 and interacted with the Head of Department and faculty. Dr. Jude Martin Mendez, the HoD, made a presentation followed by interaction with the audit team.

  
Dr. Fr. Joseph Xavier, SJ

  
Dr. N. Narayanasamy

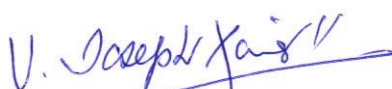
  
Dr. Ms. Ordetta Mendoza,  
Co-ordinator, XB-AA Audit team


### About the department


Established in 1946, the department offered the Undergraduate programme in Chemistry. In 1982 it began the Post Graduate Programme in Chemistry and in 2000 it began offering research leading to Ph.D. The department also offers an Undergraduate programme in Industrial Chemistry. There are 13 research scholars pursuing Ph.D. The department was recognized by DST and awarded funds under the 'FIST' scheme. It is also recognized for funding under the UGC's Star College Scheme.

### Commendations

- ❖ The curriculum of the department is in keeping with the vision and mission of the college and has relevance to the local and national needs.
- ❖ The number of applications for the UG programme has shown an increase in the last 2 academic years.
- ❖ The demand for the UG programme is good with an average demand ratio of 45:1. However, the demand for the PG programme is moderate with an average demand enrollment ratio of 25:1.
- ❖ All the faculty members are adequately qualified with 9 members holding Ph.D.
- ❖ The department uses the services of 3 government guest faculty who are also adequately qualified to augment its workload.
- ❖ All faculty members prepare a teaching plan and learner-centric methods (experiential, participative and problem solving methods) such as assignments, seminars, are employed by the faculty to enhance the teaching-learning.

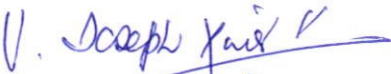
  
Fr. Joseph Xavier, SJ


  
Dr. N. Narayanasamy


  
Dr. Ms. Ordetta Mendoza,  
Co-ordinator, XB-AA Audit team



- ❖ UG students of Industrial Chemistry are given on-the-job-training which helps them secure jobs on completion of the programme.
- ❖ Seminars and Lectures organized for students consistently.
- ❖ Several visiting and guest faculty from National centres and R&D labs are invited to deliver lectures and interact with students through which students get opportunities to interact with outside experts.
- ❖ Most of the faculty use ICT as part of the teaching-learning process.
- ❖ Students to full time teacher ratio stands at 25:1
- ❖ Mentoring is undertaken for students in the department with the mentor to teacher ratio at 7:1.
- ❖ The faculty prepare a monthly lesson plan and follow it closely.
- ❖ Advanced learners are given coaching for competitive exams while slow learners are engaged in remedial programmes.
- ❖ Weekly tests, Assignments, Paper presentations, Reviews and Class room participations, External and Internal examinations are used to measure student learning outcomes.
- ❖ The department offers several courses to students of other departments.
- ❖ The pass percentage has increased from 55%, to 68% to 80% in the last 3 academic years.
- ❖ Around 25% UG students pursue higher education while 2 PG students have passed GATE.
- ❖ One faculty member has published 2 articles in national journals while 5 faculty members have contributed several articles in international journals. 3 books have also been published by faculty members.
- ❖ Collaboration with Axiom Labs, Cochin for training in analytical tools is appreciated.

  
Dr. Er. Joseph Xavier, SJ

  
Dr. N. Narayanasamy

  
Dr. Ms. Ordetta Mendoza,  
Co-ordinator, XB-AA Audit team



- ❖ Several distinguished alumni who are Ph.D holders placed in both private and public sectors.

### **Recommendations**

- ❖ The department has to elucidate the learning objectives including Programme outcomes, programme specific outcomes and course outcomes. The same to be uploaded on the college website.
- ❖ Attainment of course outcomes to be evaluated and communicated to stakeholders.
- ❖ Offer value-added courses which impart transferable skills in the next curriculum / syllabus revision.
- ❖ Feedback on current curriculum must be taken to help design and develop the curriculum during the next revision.
- ❖ The students-teacher ratio may be brought down from 25:1 to 20:1 to make the teaching-learning and the mentoring process effective and interactive.
- ❖ The department may make efforts to increase student diversity.
- ❖ The department may take extra care to increase the pass percentage.
- ❖ The department may subscribe to more national or international journals.
- ❖ Teachers from other states may be recruited.
- ❖ More collaborations with other institutions and academe-industry linkage may be pursued.
- ❖ Research projects with government funding can be scaled up.

Date: 03/01/2019

Place: Bangalore



*V. Joseph Xavier*  
Dr. Fr. Joseph Xavier, SJ

*N. N. Narayanasamy*  
Dr. N. Narayanasamy



Dr. Ms. Ordetta Mendoza,  
Co-ordinator, XB-AA Audit team



**XAVIER BOARD OF HIGHER EDUCATION IN INDIA**

31, PRIMROSE ROAD, BANGALORE - 560 025, SOUTH INDIA

Tel. : 080 - 25584020

Email : xavierboard@gmail.com

Web : www.xavierboard.org

**ACADEMIC AUDIT REPORT  
OF THE  
DEPARTMENT OF COMPUTER SCIENCE,  
ST. ALBERT'S COLLEGE (AUTONOMOUS), KOCHI**

The Academic Audit of ST. ALBERT'S COLLEGE (AUTONOMOUS), KOCHI was conducted from Nov. 7-9, 2018. The team comprised


- Dr. Fr. Joseph Xavier, former Principal, Loyola College (Autonomous), Chennai and former President, Xavier Board of Higher Education in India,
- Dr. N. Narayanasamy, former Registrar and Dean, Gandhigram Rural Institute (DU), Gandhigram, Tamilnadu, and
- Dr. Ms. Ordetta Mendoza, Member, XBHEI and former Head, Dept. of Bioinformatics, Stella Maris College (Autonomous), Chennai,

Prior to the visit, the department completed and submitted the audit manual developed and deployed by Xavier Board of Higher Education in India.

Dr. Ms. Ordetta Mendoza, visited the Department of Computer Science on Nov. 8, 2018 and interacted with the Head of Department and faculty. Ms. Sangeetha, the HoD, made a presentation followed by interaction with the audit team.

  
Dr. Fr. Joseph Xavier, SJ

  
Dr. N. Narayanasamy

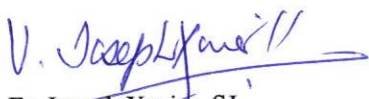
  
Dr. Ms. Ordetta Mendoza,  
Co-ordinator, XB-AA Audit team


### About the department


Established in 2015, the department offer an Undergraduate programme in B.Sc. Computer Science. The first batch of students have just passed out of the department.

### Commendations

- ❖ The curriculum of the department is in keeping with the vision and mission of the college and has relevance to the local and national needs.
- ❖ The demand for the UG programme is good with an average demand ratio of 30:1.
- ❖ Some of the faculty members hold PG engineering degrees.
- ❖ All faculty members prepare a teaching plan and learner-centric methods (experiential, participative and problem solving methods) such as teaching notes, PPT, Case Studies, Industry Expert Interaction, Industrial Visit, Student Journal Publication and student Presentation
- ❖ UG students are taken on field trips to study the communication system at the Cochin Metro Rail facility.
- ❖ Most of the faculty use ICT as part of the teaching-learning process.
- ❖ Students to full time teacher ratio and mentor : mentee ratio stands at 17:4
- ❖ Sufficient and good infrastructure especially with respect to computers and servers.
- ❖ Slow learners are engaged in remedial teaching programmes.
- ❖ Weekly tests, Assignments, Paper presentations, Reviews and Class room participations, External and Internal examinations are used to measure student learning outcomes.
- ❖ Several students take courses offered by other departments.

  
Dr. Fr. Joseph Xavier, SJ

  
Dr. N. Narayanasamy

  
Dr. Ms. Ordetta Mendoza,  
Co-ordinator, XB-AA Audit team



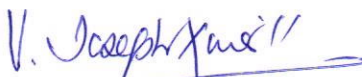
- ❖ Faculty members have taken efforts to participate in conferences and seminars.

### Recommendations

- ❖ The department has to elucidate the learning objectives including Programme outcomes, programme specific outcomes and course outcomes. The same to be uploaded on the college website.
- ❖ Attainment of course outcomes to be evaluated and communicated to stakeholders.
- ❖ Offer value-added courses which impart transferable skills in the next curriculum / syllabus revision.
- ❖ Feedback on current curriculum must be taken to help design and develop the curriculum during the next revision.
- ❖ More seminars and lectures in recent trends in Computer science to be organized for students.
- ❖ Library resources maybe increased.
- ❖ Faculty to be encouraged to scale up their qualifications and pursue Ph.D.
- ❖ The department may make efforts to increase student diversity.
- ❖ Advanced learners may be engaged in other learning aspects.
- ❖ The department may take extra care to increase the pass percentage.
- ❖ Teachers from other states may be recruited.
- ❖ More collaborations with other institutions and academe-industry linkage may be pursued.

Date: 03/01/2019

Place: Bangalore

  
Dr. Er. Joseph Xavier, SJ



  
Dr. N. Narayanasamy



Dr. Ms. Ordetta Mendoza,  
Co-ordinator, XB-AA Audit team



Tel. : 080 - 25584020  
Email : xavierboard@gmail.com  
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## **XAVIER BOARD OF HIGHER EDUCATION IN INDIA**

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### **XAVIER BOARD OF HIGHER EDUCATION IN INDIA**

**31, Primrose Road, Bangalore 560 025**


#### **ACADEMIC AUDIT REPORT OF THE DEPARTMENT OF LOGISTICS MANAGEMENT, ST. ALBERT'S COLLEGE (AUTONOMOUS), KOCHI**

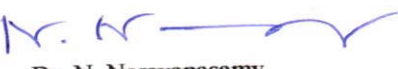
The Academic Audit of ST. ALBERT'S COLLEGE (AUTONOMOUS), KOCHI was conducted from Nov. 7-9, 2018. The team comprised


- Dr. Fr. Joseph Xavier, former Principal, Loyola College (Autonomous), Chennai and former President, Xavier Board of Higher Education in India,
- Dr. N. Narayanasamy, former Registrar and Dean, Gandhigram Rural University, Gandhigram, Tamilnadu, and
- Dr. Ms. Ordetta Mendoza, Member, XBHEI and former Head, Dept. of Bioinformatics, Stella Maris College (Autonomous), Chennai.

Prior to the visit the department completed and submitted the audit manual developed and deployed by Xavier Board of Higher Education in India.

Dr. Fr. Joseph Xavier and Dr. N. Narayanasamy visited the Department of Logistics Management on Nov. 8, 2018 and interacted with the Head of Department and faculty. Ms. Neenu Jose, the HoD, made a presentation followed by interaction with the audit team.

  
Dr. Fr. Joseph Xavier, SJ'

  
Dr. N. Narayanasamy

  
Dr. Ms. Ordetta Mendoza  
Co-ordinator, XB-AA Audit Team

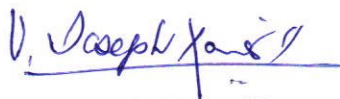


## Observations

The department is five years old. It offers a 3-year vocational programme in Logistics Management.

## Commendations

- ❖ The programme is need-based and designed well keeping in view the requirements of vocational programmes.
- ❖ The programme has been picking up as the demand ratio has increased from 5:1 to 11:1 over a period of three years.
- ❖ Around 30 percent of the students are from outside the university area.
- ❖ The programme provides opportunities for the students to have hands-on and on-the-job training through internship, training, major and minor projects.
- ❖ The methods adopted provide scope for experiential and participatory learning.
- ❖ E- learning is encouraged throughout the period of study.
- ❖ Audio-visual methods are extensively used to supplement the learning process.
- ❖ The faculty are fairly qualified with an average experience of 4 years. The department has 3 qualified and experienced visiting faculty.
- ❖ The faculty have organized two seminars in their area of specialization viz: i) Warehouse Management ii) Shipping and ocean freight logistics.
- ❖ Students participate in extension activities through NSS, NCC, Clean India campaign.
- ❖ Students have various avenues in the form of clubs to enrich their personality and exhibit their talents.



Dr. Fr. Joseph Xavier, SJ



Dr. N. Narayanasamy



Dr. Ms. Ordetta Mendoza  
Co-ordinator, XB-AA Audit Team




## Recommendations


- ❖ The students-teacher ratio is high (44:1). This may be brought down through appropriate measures.
- ❖ The pass percentage is very low (30%). The department may initiate efforts to improve the results.
- ❖ The department may collaborate with other departments (AIM) to improve its academic and research activity.
- ❖ The faculty members may be motivated and facilitated to do Ph. D.
- ❖ Academe-industry linkages to be pursued to give opportunities to students for hands-on experience and field exposure.


Date: 03/01/2019

Place: Bangalore



  
Dr. Fr. Joseph Xavier, SJ

  
Dr. N. Narayanasamy

  
Dr. Ms. Ordetta Mendoza  
Co-ordinator, XB-AA Audit Team



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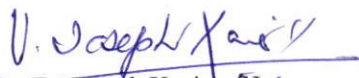
### **ACADEMIC AUDIT REPORT OF THE DEPARTMENT OF COMMERCE, ST. ALBERT'S COLLEGE (AUTONOMOUS), KOCHI**

The Academic Audit of ST. ALBERT'S COLLEGE (AUTONOMOUS), KOCHI was conducted from Nov. 7-9, 2018. The team comprised


- Dr. Fr. Joseph Xavier, former Principal, Loyola College (Autonomous), Chennai and former President, Xavier Board of Higher Education in India,
- Dr. N. Narayanasamy, former Registrar and Dean, Gandhigram Rural Institute (DU) University, Gandhigram, Tamilnadu, and
- Dr. Ms. Ordetta Mendoza, Member, XBHEI and former Head, Dept. of Bioinformatics, Stella Maris College (Autonomous), Chennai

Prior to the visit the department completed and submitted the audit manual developed and deployed by Xavier Board of Higher Education in India.

Dr. Fr. Joseph Xavier and Dr. N. Narayanasamy visited the Department of Commerce on Nov. 7, 2018 and interacted with the Head of Department and faculty. Dr. Tia Mathews, the HoD made a presentation followed by an interaction with the audit team.

  
Dr. Fr. Joseph Xavier, SJ

  
Dr. N. Narayanasamy

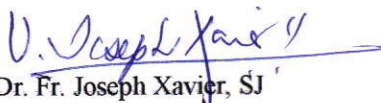
  
Dr. Ms. Ordetta Mendoza  
Co-ordinator, XB-AA Audit Team


## Observations


Established over five decades ago, the department has emerged as a recognized research centre. Ranked as one of the top commerce colleges in India, the department offers two UG programmes, one PG programme and course work for doctoral programme in Commerce.

## Commendations

- ❖ The demand for admission to UG programme is high with a demand ratio of 80:1.
- ❖ The faculty employ learner-centric teaching methods like seminar, case study, flipped class, internship, etc.
- ❖ The department offers opportunities to the students to get involved in various co-curricular and extra-curricular activities through subject based association, expos, campus ambassadorship, clean class campaign, visit to special school, awareness programme, publication of students magazine, etc.
- ❖ The students-teacher ratio is 18:1.
- ❖ The department has registered a good pass percentage of 92.
- ❖ The department has organized two national workshops and two international seminars during the Albertian International Knowledge Summit (AIKS).
- ❖ The placement record of the department is fairly satisfactory as good number of students are placed in banks, college, IT firms and private companies.
- ❖ The students who have aptitude towards a teaching career are encouraged to appear for NET and KSET examinations resulting in 7 students having cleared NET/KSET.

  
Dr. Fr. Joseph Xavier, SJ

  
Dr. N. Narayanasamy

  
Dr. Ms. Ordetta Mendoza  
Co-ordinator, XB-AA Audit Team



- ❖ The department has 9 faculty members of whom one has Ph. D. The faculty are predominantly female and young. Many of them are pursuing Ph. D.
- ❖ The department offers an open course on 'Fundamentals of Accounting'.
- ❖ The department has organized national workshops on 'Research Methodology' and 'Data Analysis with IBM-SPSS' to upgrade the knowledge and skills of the faculty in Research Methodology.
- ❖ The faculty are actively engaged in the publication of books and articles in their field of specialization.
- ❖ The department has organized special lectures / seminars on 'Personality development and Interview skills', 'Sustainable Tourism Development', 'Women Safety and Empowerment', 'GST and its Impact on EXIM' and 'GST' to enrich the knowledge of the students.

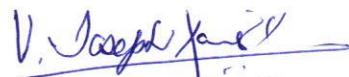
### Recommendations

- ❖ The curriculum may be revisited and redesigned with a focus on outcome based learning.
- ❖ The faculty may be facilitated to complete their Ph. D.
- ❖ Funded projects may be taken up by faculty.
- ❖ The Department may collaborate with other related departments and organize programmes of mutual interest.
- ❖ Consultation can be provided.
- ❖ Academe –Industry linkage can be established.


Date: 03/01/2019

Place: Bangalore



  
Dr. Fr. Joseph Xavier, SJ

Dr. N. Narayanasamy

  
Dr. Ms. Ordetta Mendoza  
Co-ordinator, XB-AA Audit Team



## **XAVIER BOARD OF HIGHER EDUCATION IN INDIA**

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### **XAVIER BOARD OF HIGHER EDUCATION IN INDIA**

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#### **ACADEMIC AUDIT REPORT**

**OF THE**

**DEPARTMENT OF ECONOMICS,**

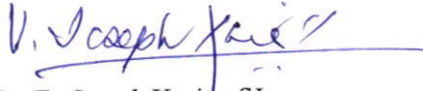
**ST. ALBERT'S COLLEGE (AUTONOMOUS), KOCHI**

The Academic Audit of ST. ALBERT'S COLLEGE (AUTONOMOUS), KOCHI was conducted from Nov. 7-9, 2018. The team comprised


- Dr. Fr. Joseph Xavier, former Principal, Loyola College (Autonomous), Chennai and former President, Xavier Board of Higher Education in India,
- Dr. N. Narayanasamy, former Registrar and Dean, Gandhigram Rural Institute (DU), Gandhigram, Tamilnadu, and
- Dr. Ms. Ordetta Mendoza, Member, XBHEI and former Head, Dept. of Bioinformatics, Stella Maris College (Autonomous), Chennai.

Prior to the visit, the department completed and submitted the audit manual developed and deployed by Xavier Board of Higher Education in India.

Dr. Fr. Joseph Xavier and Dr. N. Narayanasamy visited the Department of Economics on Nov. 8, 2018 and interacted with the Head of Department and faculty. Mr. M.C. Francis, the HoD, made a presentation followed by an interaction with the audit team.

  
Dr. Fr. Joseph Xavier, SJ

  
Dr. N. Narayanasamy,

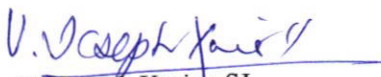
  
Dr. Ms. Ordetta Mendoza  
Co-ordinator, XB-AA Audit Team

## Observations


Established in 1946, the department was one of the oldest departments in the College. The Undergraduate programme was started in 1946 and the Post Graduate programme was offered in 2013. It is one of the leading departments in Economics occupying 37<sup>th</sup> rank in the country. It has to its credit the distinction of having produced 4 PG students among the 10 top rank holders and a second rank holder in BA Economics at the University level. It also has to its credit students who excelled in sports and culture.

## Commendations

- ❖ The demand for the UG programme is good with an average demand ratio of 40:1. However, the demand for the PG programme is moderate with a demand ratio of 8:1.
- ❖ Learner-centric methods such as assignments, project work, seminars, case study etc. are used in the teaching-learning process.
- ❖ The faculty are adequately qualified with 7 out of 9 faculty having passed the NET and five of them pursuing Ph. D.
- ❖ The department has organized seminars and workshops in current areas of interest at the international, national and state level.
- ❖ The department offers two open courses which have a good demand.
- ❖ Faculty have published three articles and have undertaken a survey on coconut productivity.
- ❖ Students get ample opportunities to get involved in outreach activities through awareness programmes, clean India campaign and service oriented programmes.
- ❖ Around 40 percent students pursue post graduation.

  
Dr. Fr. Joseph Xavier, SJ

  
Dr. N. Narayanasamy,

  
Dr. Ms. Ordetta Mendoza  
Co-ordinator, XB-AA Audit Team



- ❖ Career oriented training and coaching for competitive examinations of Service Commission, Bank Recruitment Boards, National Eligibility Test are conducted by the department.
- ❖ The department offers two online courses sanctioned by UGC under MOOC and a UGC sponsored Certificate Programme in Human Rights.
- ❖ Special lectures, seminars and symposia are organized to enrich the learning experience of students. The Economics Association (Students' Enclave for Economic Development) plays an active role in the process.
- ❖ The best practices of the department include MOOT court organized under the UGC sponsored certificate programme in Human Rights, career related workshops, organization of seminars and symposia on current areas of interest to enrich the knowledge of faculty and students.


### Recommendations

- ❖ The students-teacher ratio may be brought down from 35:1 to 20:1 to make the teaching learning process more effective and interactive.
- ❖ The department may develop methods of attracting students from across the state and country.
- ❖ The members of the faculty may be facilitated through appropriate measures to complete Ph. D.
- ❖ The faculty may take-up funded projects in collaboration with other appropriate departments in the college.
- ❖ The department can consider having academic-industry linkages.


Date: 03/01/2019

Place: Bangalore



  
Dr. Fr. Joseph Xavier, SJ

  
Dr. N. Narayanasamy,

  
Dr. Ms. Ordetta Mendoza  
Co-ordinator, XB-AA Audit Team





## **XAVIER BOARD OF HIGHER EDUCATION IN INDIA**

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### **XAVIER BOARD OF HIGHER EDUCATION IN INDIA**

**31, Primrose Road, Bangalore 560 025**

#### **ACADEMIC AUDIT REPORT**

**OF THE**

**DEPARTMENT OF ENGLISH,**

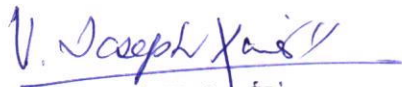
**ST. ALBERT'S COLLEGE (AUTONOMOUS), KOCHI**

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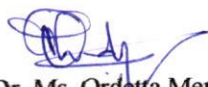
- Dr. Fr. Joseph Xavier, former Principal, Loyola College (Autonomous), Chennai and former President, Xavier Board of Higher Education in India,
- Dr. N. Narayanasamy, former Registrar and Dean, Gandhigram Rural Institute(DU), Gandhigram, Tamilnadu, and
- Dr. Ms. Ordetta Mendoza, Member, XBHEI and former Head, Dept. of Bioinformatics, Stella Maris College (Autonomous), Chennai

Prior to the visit the department completed and submitted the audit manual developed and deployed by Xavier Board of Higher Education in India.

Dr. Fr. Joseph Xavier and Dr. N. Narayanasamy visited the Department of English on Nov. 7, 2018 and interacted with the Head of Department and faculty. Dr. Appu Jacob John, the HoD made a presentation followed by interaction with the audit team.

  
Dr. Fr. Joseph Xavier, SJ

  
Dr. N. Narayanasamy

  
Dr. Ms. Ordetta Mendoza  
Co-ordinator, XB-AA Audit Team

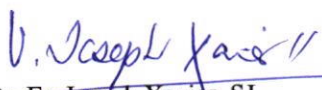



## Observations


The Department of English is one of the vibrant departments in the campus offering courses for all the undergraduate programmes. Besides, it has UG and PG programmes in English language and Literature. The syllabus for both the programmes were designed by Mahatma Gandhi University (to which the college is affiliated) till 2016 leaving little space for the department to innovate. The department has proposed several changes in the curriculum on conferment of autonomous status to the college in 2016.

## Commendations

- ❖ The department enjoys maximum inter-departmental and interdisciplinary reach through its courses to all departments.
- ❖ It has designed and deployed a unique course called 'Albertian English Language Programme' (a flagship programme of the College) for all the first semester UG students with a view to improve communication skills in English.
- ❖ The UG programme has a very high demand with a demand ratio of 153:1.
- ❖ The students-teacher ratio is 20:1.
- ❖ The faculty adopt a wide spectrum of learner-centric methods such as role plays, poetry feast, WhatsApp stories, legend making, treasure hunt games, and project work and so on.
- ❖ The department has 7 regular faculty members two of whom have Ph.D. Besides, there are 4 faculty members on contract basis and 3 visiting faculty.
- ❖ The department offers an open course on Media Studies with an average intake of 35 students.
- ❖ Two faculty members have undertaken a UGC funded research project with an outlay of ₹13.42 lakhs.

  
Dr. Fr. Joseph Xavier, SJ

  
Dr. N. Narayanasamy

  
Dr. Ms. Ordetta Mendoza  
Co-ordinator, XB-AA Audit Team



- ❖ The faculty members have to their credit 11 articles in peer reviewed journals and 6 books during the period under audit.
- ❖ The students and faculty are actively engaged in extension work. The students collect one rupee each day from staff and students and make use of the money for helping the needy. They also get involved in out-reach through NSS, NCC, Clean India campaign, etc.
- ❖ The department has promoted subject based association and brings out a student publication (Magazine of English Language and Arts) with a view to encourage and promote writing skills among the students.
- ❖ 'Harrison Forum for Critical Discourses in Humanities' promoted by the department serves as a platform for discussing latest developments in Literature and Culture Studies.
- ❖ The Department has been bringing out a Year Book highlighting its activities.
- ❖ The Department has organized Alternative Lecture series, Writers Live and Extension Lectures by inviting eminent and scholars in the field.
- ❖ The best practices of the department are peer tutoring and peer evaluation.

### Recommendations

- ❖ An exclusive language lab may be created with modern ICT tools to strengthen the English Language and other Language programmes of the college.
- ❖ The faculty without Ph. D may be motivated and facilitated to pursue Ph. D.
- ❖ Students to be encouraged to speak only in English.

Date: 03/01/2019

Place: Bangalore



*V. Joseph Xavier*

Dr. Fr. Joseph Xavier, SJ

*N. N.*

Dr. N. Narayanasamy

*Dr. Ms. Ordetta Mendoza*

Dr. Ms. Ordetta Mendoza  
Co-ordinator, XB-AA Audit Team



Tel. : 080 - 25584020  
Email : xavierboard@gmail.com  
Web : www.xavierboard.org

## **XAVIER BOARD OF HIGHER EDUCATION IN INDIA**

31, PRIMROSE ROAD, BANGALORE - 560 025, SOUTH INDIA


### **ACADEMIC AUDIT REPORT OF THE DEPARTMENT OF ZOOLOGY, ST. ALBERT'S COLLEGE (AUTONOMOUS), KOCHI**


The Academic Audit of ST. ALBERT'S COLLEGE (AUTONOMOUS), KOCHI was conducted from Nov. 7-9, 2018. The team comprised

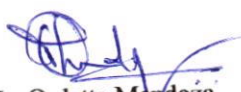
- Dr. Fr. Joseph Xavier, former Principal, Loyola College (Autonomous), Chennai and former President, Xavier Board of Higher Education in India,
- Dr. N. Narayanasamy, former Registrar and Dean, Gandhigram Rural Institute (DU), Gandhigram, Tamilnadu, and
- Dr. Ms. Ordetta Mendoza, Member, XBHEI and former Head, Dept. of Bioinformatics, Stella Maris College (Autonomous), Chennai,

Prior to the visit, the department completed and submitted the audit manual developed and deployed by Xavier Board of Higher Education in India.

Dr. Ms. Ordetta Mendoza, visited the Department of Botany on Nov. 7, 2018 and interacted with the acting Head of Department and faculty. Dr. Deepthi Augustine, the acting HoD, made a presentation followed by interaction with the audit team.

  
Dr. Fr. Joseph Xavier, SJ

  
Dr. N. Narayanasamy


  
Dr. Ms. Ordetta Mendoza,  
Co-ordinator, XB-AA Audit team

## About the department


Established in 1953, the department offered the Undergraduate programme until 2002 when it began the Post Graduate Programme. The department also offers research leading to Ph.D. from 2007. There are 5 research scholars pursuing Ph.D. programme in the department while one scholar has been awarded the Ph.D. degree. Three of the senior faculty members hold positions of authority in the College, Dr. M.L. Joseph -Principal, Dr. K.J. Benny - Controller of Examinations and Dr. Vincent Terrence Rebello -Academic Dean.

## Commendations

- ❖ The curriculum of the department is in keeping with the vision and mission of the college and has relevance to the local and national needs.
- ❖ The demand for the UG programme is good with an average demand ratio of 31:1. However, the demand for the PG programme is moderate with an average demand ratio of 12:1.
- ❖ The number of applications for the UG programme has shown an increase in the last academic year.
- ❖ Faculty members are adequately qualified with all 8 holding Ph.D. degrees.
- ❖ All faculty prepare a teaching plan and learner-centric methods (experiential, participative and problem solving methods) such as assignments, project work, seminars, field trips, industrial visits and study tours are employed by the faculty to enhance the teaching-learning.
- ❖ Workshops on advanced microbial identification and aquatic toxicology were organized for the students giving them opportunities to interact with experts.
- ❖ Most of the faculty use ICT as part of the teaching-learning process.
- ❖ Students are mentored with the mentor to mentee ratio being 9:1.

  
Dr. Fr. Joseph Xavier, SJ

  
Dr. N. Narayanasamy

  
Dr. Ms. Ordetta Mendoza,  
Co-ordinator, XB-AA Audit team




- ❖ A special mention regarding infrastructure of the department especially the Museum.
- ❖ Advanced learners are selected as peer group leaders and given charge of cross learning, while slow learners are engaged in remedial programmes, learning space, and cross learning.
- ❖ Learning space is provided for the students for various programmes which is monitored by the teachers.
- ❖ Students get ample opportunities to get involved in outreach activities through programmes organized by the institution.
- ❖ The percent of UG students pursue higher education has increased in the last 3 academic years from 10 - 30.
- ❖ The best practice of the department: Interactive practical lab with facility for projecting dissections.

### Recommendations

- ❖ The department has to elucidate the learning objectives including Programme outcomes, programme specific outcomes and course outcomes. The same to be uploaded on the college website.
- ❖ Attainment of course outcomes to be evaluated and communicated to stakeholders.
- ❖ Offer value-added courses which impart transferable skills in the next curriculum / syllabus revision.
- ❖ Feedback on current curriculum must be taken to help design and develop the curriculum during the next revision.
- ❖ The students-teacher ratio may be brought down from 31:1 to 20:1 to make the teaching-learning and the mentoring process effective and interactive.

  
Dr. Fr. Joseph Xavier, SJ

  
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- ❖ The department may make efforts to attract students from across the state and at least the southern states of the country.
- ❖ The department may extra care to increase the pass percentage.
- ❖ The department may subscribe to more national or international journals.
- ❖ Teachers from other states may be recruited.
- ❖ Collaborations with other institutions and academe-industry linkage may be pursued.


Date: 03/01/2019

Place: Bangalore



  
Dr. Fr. Joseph Xavier SJ

  
Dr. N. Narayanasamy

  
Dr. Ms. Ordetta Mendoza,  
Co-ordinator, XB-AA Audit team





**XAVIER BOARD OF HIGHER EDUCATION IN INDIA**

31, PRIMROSE ROAD, BANGALORE - 560 025, SOUTH INDIA

Tel. : 080 - 25584020  
Email : xavierboard@gmail.com  
Web : www.xavierboard.org

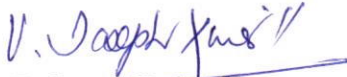
**ACADEMIC AUDIT REPORT  
OF THE  
POST GRADUATE DEPARTMENT OF  
SPACE SCIENCE AND TECHNOLOGY,  
ST. ALBERT'S COLLEGE (AUTONOMOUS), KOCHI**


The Academic Audit of ST. ALBERT'S COLLEGE (AUTONOMOUS), KOCHI was conducted from Nov. 7-9, 2018. The team comprised

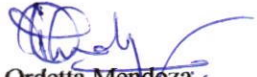
- Dr. Fr. Joseph Xavier, former Principal, Loyola College (Autonomous), Chennai and former President, Xavier Board of Higher Education in India,
- Dr. N. Narayanasamy, former Registrar and Dean, Gandhigram Rural Institute (DU), Gandhigram, Tamilnadu, and
- Dr. Ms. Ordetta Mendoza, Member, XBHEI and former Head, Dept. of Bioinformatics, Stella Maris College (Autonomous), Chennai,

Prior to the visit, the department completed and submitted the audit manual developed and deployed by Xavier Board of Higher Education in India.

Dr. Ms. Ordetta Mendoza, visited the Department of Renewable Energy on Nov. 8, 2018 and interacted with the Head of Department and faculty. Ms. Subitha Sudheer, the HoD, made a presentation followed by interaction with the audit team.

  
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## About the department


The department established in 2008 offers a Postgraduate Degree Programme in Space Science and Technology.

## Commendations

- ❖ The curriculum of the department is in keeping with the vision and mission of the college and has relevance to local and national needs.
- ❖ The demand ratio has shown an increase over the last 3 academic years and is currently 10:1.
- ❖ Many of the courses have learner-centric methods (experiential, participative and problem solving methods) as well as lectures, seminars and presentations.
- ❖ Students encouraged to attend seminars and workshops outside the college.
- ❖ Project work for 3 months at national institutions and laboratories which give students a foundation for research.
- ❖ Presentations of project work by students before external experts.
- ❖ Students to full time teacher ratio is 9:1.
- ❖ Advanced learners are engaged in higher learning initiatives and slow learners are engaged in remedial teaching programmes.
- ❖ Guest Lectures by experts in areas like Climatology and Atmospheric science.
- ❖ The department has a 11" Celestron Optical Telescope.
- ❖ Internal tests, assignments, presentations, project, and final examinations are used to measure student learning outcomes.
- ❖ Many students show interest in higher studies and pursue M.Tech., M.Phil. or Ph.D.
- ❖ The department conducts open house once a semester and feedback given by parents is documented.

  
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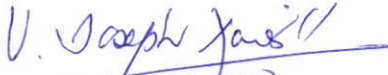
## Recommendations


- ❖ The department is currently understaffed and the current faculty are not adequately qualified for a postgraduate department. The Management may take measures to ensure that faculty are adequately qualified and also towards retaining faculty. Faculty from other states may be recruited.
- ❖ The department may get support from related departments such as Physics for better academic administration.
- ❖ With respect to curriculum, the department has to elucidate the learning objectives including Programme Outcomes, Programme Specific Outcomes and Course Outcomes. The same to be uploaded on the college website.
- ❖ Attainment of course outcomes to be evaluated and communicated to stakeholders.
- ❖ The department may offer value-added courses which impart transferable skills to students of other departments.
- ❖ Feedback on current curriculum must be taken to help design and develop the curriculum during the next revision.
- ❖ More exposure through seminars and lectures in recent trends in renewable energy to be organized for students.
- ❖ Library resources in the department to be increased.
- ❖ Faculty to be encouraged to scale up their qualifications and pursue Ph.D.
- ❖ The department may make efforts to increase student diversity.
- ❖ Increase the infrastructure of the department (laboratories and ICT facilities)
- ❖ The department may take extra care to increase the pass percentage through appropriate measures.
- ❖ More collaboration with other institutions and academe-industry linkage may be pursued.

Date: 03/01/2019

Place: Bangalore



  
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