

## ***STELLA MARIS COLLEGE (AUTONOMOUS), CHENNAI***

### ***ACTION TAKEN REPORT FOR THE CONDUCT OF THE INTERNAL ACADEMIC AUDIT***

Academic Audit was held between 03 September 2018 and 14 September 2018. Academic Audit was conducted for all departments. with a team of External and Internal Academicians. The process helped to assess and evaluate the functioning of Departments and their respective programmes on quality parameters and create matrices of improvement. The audit reports served to guide Departments in designing syllabi with special focus on programme and course learning outcomes.

### ***ACTION TAKEN REPORT ON “THE ROLE OF STUDENTS IN ENHANCING QUALITY EDUCATION”***

- Wooden Disposable Spoons were used in the canteen & Awareness of plastic usage on campus – initiative by Enviro Club
- Step towards ZERO plastic campaign by the Department. of Public Relations
- Nurture the nature for the better future – through Service Learning
- A pioneering Go Green initiative of the Department of Botany was the *Ignite the Spark Workshop* conducted this semester for over 800 students of Shifts I and II in collaboration with the IQAC.
- Go Green Initiative – Thematic Herbal Garden, Grey Water Recycling, Organic Vegetable Garden June 2018, Bottle-garden terrarium workshop
- 72 UG students engaged in research projects under the guidance of Dean of Research

### ***ACTION TAKEN REPORT - NEW IQAC TEMPLATE***

- The new IQAC template was executed successfully by the team. The Departments were given individual username and password to feed in the details based on AQAR new manual



**STELLA MARIS COLLEGE**  
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Username \*

Password \*

**LOGIN**

192.168.1.110/IQACFINAL/TeacherGeneral

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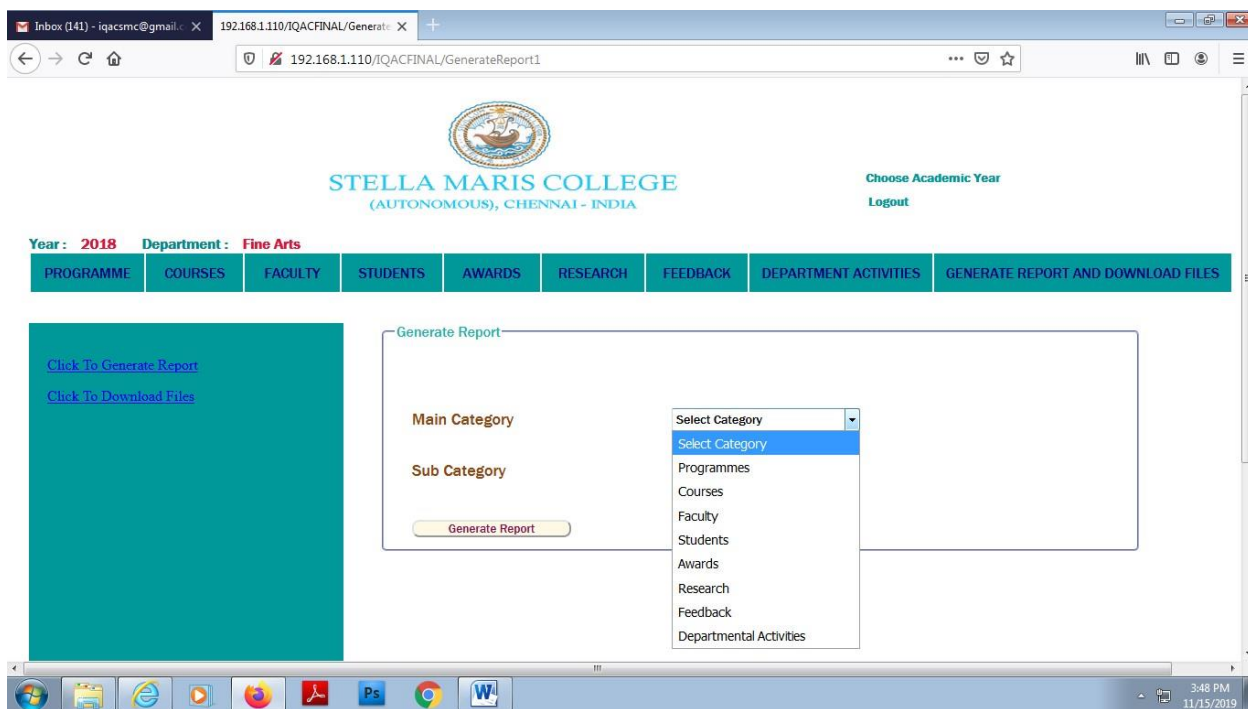
Choose Academic Year  
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Year: **2018** Department: **Fine Arts**

PROGRAMME COURSES FACULTY STUDENTS AWARDS RESEARCH FEEDBACK DEPARTMENT ACTIVITIES GENERATE REPORT AND DOWNLOAD FILES

	YEAR	FACULTY ID	FACULTY NAME	DESIGNATION	DATE OF BIRTH	PAN CARD	AADHAR CARD	TEACHING LEVEL	NATIONALITY	SOC CATE
<a href="#">Edit</a>	2018	FAC-0060	Arokia Antoniate Priya	ASSISTANT PROFESSOR	28-05-1985	BEPPP9477Q	795973206732	Both	INDIAN	BC
<a href="#">Edit</a>	2018	FAC-0123	Anne Samuel	ASSOCIATE PROFESSOR	26-01-1969	AABPA1829N	293543838965	Both	INDIAN	BC
<a href="#">Edit</a>	2018	FAC-0149	Anne Samuel	ASSOCIATE PROFESSOR	26-01-1969	AABPA1829N	293543838965	Both	INDIAN	BC
<a href="#">Edit</a>	2018	FAC-0226	Sumithra Dawson	ASSOCIATE PROFESSOR	01-12-1966	ABAPD5278J	426804406284	Both	Indian	OC

- 1A Faculty general details
- 1B Faculty qualification
- 2 Conferences attended within and outside college
- 3 Professional development programmes within and outside college
- 4 Refresher/Orientation courses
- 5 Faculty as resource person
- 6A Paper presentations
- 6B Books and Chapters
- 7 Faculty provided with financial support



#### **ACTION TAKEN REPORT - NAAC PREPARATORY MEETING**

- Initial discussions were held about the various criteria which were allocated to working teams
- NAAC manual was made available and circulated to all members
- Data was collected from graduating students
- IQAC advisory committee met in March 2019 and discussed matters pertinent to NAAC 2020-2021

#### **ACTION TAKEN REPORT - CURRICULUM RESTRUCTURE MEETING**

The Curriculum Revision was undertaken after four years for all the programmes offered by the college. The new structure and syllabi was introduced from June 2019 for all students admitted from 2019 onwards.

The salient features of the new structure are as follows:

- Introduction of LOCF (*Learning Outcome based Curriculum Framework*): The overall curriculum, as well as the revised syllabi for every individual course is based on the clear identification of the Institutional Learning Outcomes, Broad Programme Learning Outcomes, Programme Description and Programme Specific Learning Outcomes for each programme and Course Learning Outcomes for each course
- Greater flexibility in Electives
- Introduction of Interdisciplinary courses to provide an interdisciplinary approach to the programmes
- Holistic development through Life Skills Courses: An awareness of societal issues, citizenship rights, culture, health and hygiene and holistic way of life through soft skills courses
- Credit transfer of online courses into regular elective course options
- Introduction of extra credit options through certificate courses for postgraduate students, through Student Training Programmes (Games, NSS, YRC & NCC) under Part V for undergraduate students
- Introduction of Service Learning as a pedagogy for enhanced learning outcomes and a deeper and more meaningful community engagement
- Two streams in Foundation English: (i) skills approach (ii) language through literature

#### **ACTION TAKEN REPORT – ADVISORY COMMITTEE**

- Preparation for uploading AQAR 2018-2019, by collecting data through the establishment of the small working committee from July 2019
- IQAC template trouble shooting exercise done Department wise in September 16-30, 2019 in the Mini Conference Room with the IT team and BCA faculty
- NAAC steering & working committee members confirmed and introductory meeting held on August 16, 2019
- Research policy circulated to the internal IQAC core committee members
- Methodology of preparing Student Satisfaction Survey - agreed upon

- Institutional feedback template prepared and circulated to the Departments for parents and alumnae
- SWOT analyses of Institution initiated across Department for faculty
- Life Skills Centre set up in SMCDRIVE in partnership with Bank of New York – August 30, 2019
- IQAC web page updated on the College website with all reports and the review by the previous NAAC – Peer Team
- Micro Quality Circle (MQC) meeting held on September 12, 2019