KRISTU JYOTI COLLEGE OF MANAGEMENT AND TECHNOLOGY

ACADEMIC

AND ADMINISTRATIVE AUDIT

(AAA)

2024-2025

CONTENTS

1. BRIEF PROFILE OF THE INSTITUTION
2. AUDIT REPORTS OF THE DEPARTMENTS
3. AUDIT REPORT OF THE ADMINISTRATIVE OFFICE
4. AUDIT REPORT OF THE LIBRARY
5. OVERALL ANALYSIS

   i) STRENGTHS

   ii) WEAKNESSES

   iii) OPPORTUNITIES

   iv) CHALLENGES

6. RECOMMENTATIONS FOR IMPROVEMENT
7. AUDIT COMMITTEE MEMBERS
8. SEAL OF THE PRINCIPAL'S COUNCIL

1. BRIEF PROFILE OF THE INSTITUTION

Kristu Jyoti College of Management and Technology is NAAC accredited with an A Grade (CGPA 3.17) in the First Cycle (2024). It is a UGC Recognized institution under Section 2(f) and ISO 9001:2015 certified. The college is affiliated with Mahatma Gandhi University and approved by the All India Council for Technical Education (AICTE), New Delhi. Within 23 years of academic excellence, we have obtained 234 University Ranks in both postgraduate and undergraduate programs. The Institution's Innovation Council (IIC) at KJCMT has been awarded a 3.5 rating by the Ministry of Education's Innovation Cell (Government of India). KJCMT has also been awarded the Green Institution Certificate with an A+ grade by the Kerala State Haritha Keralam Mission. Additionally, KJCMT is ranked in the 101-150 band in the KIRF rankings. The College that came into existence in the year 2002 today does have courses such as MCA, M.Com (Finance and Taxation),M.Sc. Psychology, MA.HRM, MSW, BBA (Honours), BCA (Honours) , B.Com Finance and Taxation (Honours) B.Com Logistics Management and Marketing (Honours), B.Com Accounting (Honours), B.Sc. Psychology (Honours), B Sc. Geology (Honours), B.Sc. Cyber Forensics (Honours) and BSW (Honours).

The main highlights of this college are the maintenance of discipline, the importance attached to academic excellence, the emphasis upon the green campus concept, the stress accorded to environmental awareness programmes, the existence of an infrastructure of comprehensive mode, the well-activated placement cell taking care of the manifold placement needs of the students, the robust academy-industry linkage, the campus-based Innovation and Entrepreneurship Development Centre (IEDC) which is a state-funded start-up mission, Institution's Innovation Council(IIC),UBA Cell (Unnat Bharat Abhiyan) , the periodical unveiling of TEDx KCMT which is undoubtedly a discerning programme of universal reach and spread and the annual mega fests which are conducted with much fanfare and efficiency by the various departments of the college. The college also accords special emphasis on multiple skill enhancement programmes, outreach programmes and OBT oriented learning methodologies. Outcome Based Education is one of the vital role in the wheel of the learning process of the college.

At present Kristu Jyoti College does have more than 1700 students, 85 teaching staff and 26 non-teaching staff. All of them work assiduously for the betterment of the college in every step of the way. The College also offers 5 P.G programmes and 9 UG programmes as well.

Today, Kristu Jyoti College stands as a shining example of academic excellence and innovative teaching. It also accords especial importance nowadays for the implementation of National Education Policy 2020, through the creation of students inclined towards national heritage and constitutional values. The introduction of policies and programmes for the inculcation of environmental awareness and cross-cutting issues among the students and all the stakeholders of the college, does pave way for the college turning a page in terms of making education micro credentials based one.

2. AUDIT REPORTS OF THE DEPARTMENTS

Department of Management Studies

➢ Offering UG and PG programmes.

➢ Pass percentage is good and students are getting University ranks.

➢ Department has 3 MoUs.

➢ Out of 9 faculty members, 1 member is pursuing Ph.D.

➢ Well experienced faculty members with significant industry experience.

➢ Offering 3 Add on / Certificate Courses.

➢ Remedial classes are conducted.

➢ No enrolment in MOOC, and SWAYAM, other online courses.

➢ Departmental Alumni Association should be constituted.

➢ 10 students qualified Kerala Management Admission Test (KMAT) for admission to MBA programmes.

➢ Recommended to make collaborations and linkages.

➢ No research publications and books by faculty members.

➢ Department organized 44 programmes including career guidance, counselling class, soft skill training and awareness programmes.

➢ Out Bound Training and road safety awareness programme in association with Motor Vehicles Department are the two best practices of the Department.

➢ Faculty and student exchange programmes are in place.

➢

Department of Computer Applications

➢ The Department plays a crucial role in terms of powering the technological know-how and digital filing activities of the institute.

➢ Students of BCA in association with Innovation and Entrepreneur Development Centre (IEDC) created an electric vehicle 'ATOM EV2022'.

➢ Signed MoU with ICT Chennai, ICT Kerala and Smart Bridge Educational Services, Bangalore.

➢ Signed MoUs for faculty exchange program with Mary Giri College, Kuthattukulam

➢ Research Hub formed.

➢ Organized International Conference International Conference on Modern Computing Trends and Technology (ICMCTT – II).

➢ Out of 13 faculty members, 8 are pursuing Ph.D. holders

➢ Good results with University ranks.

➢ 3 Add on courses/Certificate courses.

- Recommended Industry integrated certificate/short term courses.
- Programmes for advanced learners and slow learners are recommended.
- Pass percentage should be improved.
- Bridge courses and remedial courses are recommended.
- Alumni meetings should be conducted.
- Number of NET/SET qualifiers to be improved.

- UGC NET/ JRF coaching can be introduced.
- Department organized 44 programmes including Seminars, Workshops, FDP etc.
- More extension/ out-reach programmes should be organised.
- Students should be motivated to enroll for MOOC Courses.

Department of Psychology

- Offering UG and PG Programmes
- 4 Add on courses are offered.
- Out of 11 faculty members one awarded Ph.D., one is pursuing Ph.D. and one NET qualified.
- Students and teachers need to enroll in MOOC, and SWAYAM, other online courses.
- Active Department alumni.
- Recommended for NET/SET coaching.
- Only 2 MoUs. More MoUs and collaborations with industries and academic institutions must be established.
- Good number of paper publications and paper presentations by teachers and students.
- Teachers are using ICT and LMS.
- Need more participation of students in sports and other extra-curricular activities.
- Mental health awareness classes are organised regularly as best practices.
- A sophisticated lab with all equipment needed for carrying out various psychological experiments.
- Good results with University ranks.
- Some faculty members are invited as speakers and resource persons.
- Innovative teaching methods and evaluation methods are introduced.
- Class PTA meetings should be conducted.
- Placement activities should be established.
- 47 programmes including seminars, workshops and training programmes are organized.
- Eleven extension/ out-reach programmes organised

- ➢ Slow learners and advanced learners have been identified.
- ➢ Teachers and students are enrolled in MOOC, SWAYAM and other online courses.
- ➢ Tutorial system are implemented and remedial classes are conducted.
- ➢

Department of Commerce

- ➢ Offering 2 UG and 1 PG programmes.
- ➢ Offering 10 Add on courses.
- ➢ Out of 24 faculty members 6 are NET qualified, 5 are having Ph.D. degree, 7 are pursuing Ph.D., 1 faculty pursuing Post-Doctoral Fellowship.
- ➢ 1 faculty member is an International University research guide.
- ➢ The Department has 8 ISBN edited books.
- ➢ Department has 9 MoUs with various organizations.
- ➢ Excellent University results.
- ➢ Industry-Academic collaborations.
- ➢ Career orientation programmes are conducted.
- ➢ Inter and Intra Department Fests are conducted.
- ➢ Bridge courses and remedial classes are conducted.
- ➢ Programmes arranged for slow learners and advanced learners.
- ➢ Good number of students and faculty.
- ➢ Members are enrolment in MOOC and SWAYAM courses.
- ➢ Various student centric and innovative teaching methods are practiced.
- ➢ Class PTA and alumni are conducted.
- ➢ Good number of students going for higher studies.
- ➢ Number of NET/SET qualifiers to be improved.
- ➢ Organised 75 seminars, workshops, FDP and training programmes
- ➢ Good number of students' achievements in sports competitions.
- ➢ Active role in initiatives of Innovation Ecosystem.
- ➢ Student feedback mechanism is in place for further improvement.

Department of Geology

- ➢ The Department offers UG programmes and 2 Add on Courses.
- ➢ Out of 8 faculty members, 2 are having Ph.D. degree and one is doing Ph.D.
- ➢ Excellent track record in results of the University-level examinations.

- Consecutively scoring university ranks (1 to 3) and up to 10th rank.

- A capacity-building initiative of Geoforum – a skill enhancement programme in the Department improves communication skills through interactive sessions.

- The Geoalumni Book Bank is the collection of Geology textbooks contributed by the alumni of Department of Geology.

- Geology museum with an appreciable collection of rocks, minerals, gemstones and fossils.

- Study tour – cum - geological field work is an integral part of curriculum.

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- Periodical Parent Teacher meetings.

- Well-equipped Geology laboratory.

- Remedial classes are conducted.

- Teachers and students are enrolled in MOOC, SWAYAM and other online courses.

- Alumni meetings are conducted annually.

- The Department has a three-tier feedback system collected from Alumni, Teachers and Students.

- Department organized 21 programmes including invited talks, training courses and workshops.

- Extension/ out-reach programmes are also organized.

- Well-structured student assessment through internal and model examinations.

- Students involvement in sports and other extra-curricular activities needs attention

- Bridge course is recommended.

- Publication of journals and books by faculty and students are to be encouraged.

- Introduce internship as part of the curriculum.

- MoUs, collaborations and linkages with industries and academic institutions must be established.

- The green initiative of GeoAqua for Innovation Ecosystem.

- Effective use of LMS and ICT must be established.

- Placement and Progression to higher studies need special attention.

3. **AUDIT REPORT OF THE ADMINISTRATIVE OFFICE**

- Record keeping and retrieving is well maintained.

- Excellent infrastructural resources.

- Periodic audits are performed for keeping records up to date.

- Spatial rearrangement and sectional informative boards should be provided.

- A full-fledged digital enquiry facility is suggested.

- Most of the registers are up to date in postings.

- An electronic information display board can be installed at the entrance of the campus.

- ➢ Orientation and motivation programmes are to be organized for administrative staff.
- ➢ Office shall be fully automated.

4. AUDIT REPORT OF THE LIBRARY

- ➢ Adequate facilities are provided in the library
- ➢ The overall ambience of the college library is appreciable and provides a better atmosphere for reading.
- ➢ Digital remote access with digital repositories can be introduced to cater to the needs of online references.
- ➢ The implementation of library policy should be monitored.
- ➢ Usage of library by the faculty members and students can be improved.
- ➢ The library centered activities like observation of library week and the individual awards instituted for the best library user among staff and students may be implemented.
- ➢ An information display system can be set up in front of the library.
- ➢ The good support from the library staff was remarkable.
- ➢ Exhibitions of books should be conducted.
- ➢ Purchase more e-books and subscription of more journals are recommended.
- ➢ Plagiarism software should be purchased.

5. OVERALL SWOC ANALYSIS Strength

- ➢ The College has a well-developed campus with state-of-the-art infrastructure and learning resources.
- ➢ Visionary Management is appreciable.
- ➢ Sufficient number of spacious class rooms with ICT facilities and well equipped laboratories.
- ➢ Academic staff with significant industry experience.
- ➢ Excellent track records in results of the university-level examinations.
- ➢ The institution encourages active participation of the students in cultural and sport activities.
- ➢ The College conducts several add on courses, skill development and vocational programmes to enhance employable and entrepreneurial skills of students.
- ➢ Several extension and outreach programs are conducted.
- ➢ Green campus and enough land for future developments.
- ➢ Highly motivated and committed faculty members.

Weakness

- The College does not have industry collaboration and consultancy services.
- Lack of national and international students and faculty.
- Less number of MoUs, research paper publications and projects.
- Relatively less number of students clearing SET/NET and other competitive Examinations.
- PTA and alumni involvement and support needs to be strengthened.
- Innovation Ecosystem and E-resources should be improved.

Opportunities

- Initiating more need based and job oriented PG programmes.
- Upgrading existing PG Departments to Research Departments.
- Introduction of a suitable LMS in the college.
- To undertake innovative and incubation centres for entrepreneurship.
- Set up a Research Forum- a platform to encourage and undertake more multi-disciplinary and collaborative research projects.
- More certificate, diploma and add on courses can be implemented.

Challenges

- To maximize opportunities for campus placement of the students.
- Effective implementation of NEP-2020 and creating an enabling ecosystem to realise the benefits of this policy.
- Lack of Government funding for research activities.
- Foreign students, scholars and collaborations.
- Institutionalization of internships.

RECOMMENTATIONS FOR IMPROVEMENT

- The institutional development plan can be amended to meet the requirements for implementing NEP.
- There should be an overall enhancement of quality in administration and student outcome.

- IQAC should devise standard formats for student attendance, continuous evaluation, and outcome

analysis.

➢ A Board of Studies shall be constituted to monitor and finalise the syllabus of Add On courses, Bridge courses and Certificate Courses

➢ Ensure insurance coverage for all students.

➢ Specific training programmes should be arranged for faculty members on implementing OBE and familiarisingICT tools.

➢ The approach to remedial/tutorial/bridge classes should be well defined.

➢ Strengthen Innovation Ecosystem.

➢ Publication and research must be invariably taken up by all the faculty members.

➢ Due importance should be given to patent.

➢ Introduce more student centric innovative teaching method.

➢ Strengthen the tutorial system/remedial and mentoring.

➢ PTA and Alumni Associations need to be strengthened.

➢ More interdisciplinary programmes need to be introduced.

➢ Increase participation in MOOC, SWAYAM, NPTEL and other online courses.

➢ Functional MoUs, collaborations and consultancy with industries have to be strengthened.

➢ Creating Research & Development Department to facilitate international collaborations and Linkages.

➢ Career guidance and placement activities need to be strengthened.

➢ Slow learners' and advanced learners' data should be categorized and arrange programmes for them.

➢ All faculties are recommended to use ICT and LMS effectively.

11. AUDIT COMMITTEE MEMBERS

1. **Prof. (Dr) Gabriel Simon Thattil** (Retired Professor & Head, Dean, Faculty of Commerce, University of Kerala)

2. **Dr Joseph Sam** (Vice Principal, Kristu Jyoti College of Management and Technology,Changanacherry)

3. **Dr Anu Antony** (IQAC Co-ordinator, Kristu Jyoti College of Management and Technology,Changanacherry)