



Women's Christian College

Chennai - 600 006

Tamil Nadu, India

NAAC - CYCLE V

SSR

ADMINISTRATIVE AUDIT REPORT

2019-2024



Women's Christian College

An Autonomous Institution affiliated to the University of Madras
Re-Accredited by NAAC in July 2019 with Grade A+
College with Potential for Excellence

Administrative Audit
2019 - 2024

Administrative Audit Report of Women's Christian College, Chennai 600006

**Conducted
on
Thursday, June 20, 2024**



Lilian Jeyar
Principal
Women's Christian College
Chennai - 600006



Women's Christian College

An Autonomous Institution affiliated to the University of Madras
Re-Accredited by NAAC in July 2019 with Grade A+
College with Potential for Excellence

Administrative Audit
2019 - 2024

Audit Committee Members

Dr Shirline David

IQAC Co-ordinator,
Associate Professor & Head
Department of Accounting & Finance
Anna Adarsh College for Women
Chennai 600040

Dr.V. David Jeyabalan

Associate Professor (Rtd.)
Department of English
Loyola College
Chennai - 600 034



Lilian Jeyaraj

Principal

Women's Christian College
Chennai - 600006



Women's Christian College

An Autonomous Institution affiliated to the University of Madras
Re-Accredited by NAAC in July 2019 with Grade A+
College with Potential for Excellence

**Administrative Audit
2019 - 2024**

Observations of the Audit Committee

1. Curriculum is robust and need based
2. Periodic syllabus revision is done
3. Well qualified, skilled & experienced faculty
4. Teaching & learning methods are flexible & learner centric
5. Use of ICT in teaching & Flipped classroom are quite encouraging.
6. Bridge course & remedial teaching for slow learners are regularly conducted.
7. Project based learning is followed
8. Research based learning environment for PG students
9. Qualified full time in-house counsellor on campus
10. A strong network of alumni activities & support
11. Good feedback mechanism from the stakeholders
12. Impressive documentation of governance in college
13. Liberal management funding for needy students
14. Adequate fund is spent on welfare measures for teaching, non-teaching and students by the management

Recommendations of the Audit Committee

1. Website to be updated with separate tabs & year wise side tabs to ensure easy access of information
2. Criterion I
 - Add on / Certificate course – Number of courses to be increased & certificates to have Unique Identification Number (UIN)
 - Separate Tab for Feedback on the institution's website & Teacher's feedback can also be obtained
3. Criterion II
 - Separate tab to be included for LOCF with POs, PSOs and COs & mailed to all students



Lilian Jasper
Principal
Women's Christian College
Chennai - 600006



Women's Christian College

An Autonomous Institution affiliated to the University of Madras
Re-Accredited by NAAC in July 2019 with Grade A+
College with Potential for Excellence

**Administrative Audit
2019 - 2024**

5. Criterion III – Live MOU's to be updated in the website
6. Criterion IV – Quantify all data & include Infrastructure Policy
7. Criterion V – Percentage of student progression to be increased (around 35%) & there is need for full time placement officer
8. Criterion VI – Under IQAC Quality Policy to be included
9. Criterion VII – Green / Environment / Energy Audit certificates to be obtained and Best Practices identified by specific names



Lilian Jeyar
Principal
Women's Christian College
Chennai - 600006



Women's Christian College

An Autonomous Institution affiliated to the University of Madras
Re-Accredited by NAAC in July 2019 with Grade A+
College with Potential for Excellence

Administrative Audit
2019 - 2024

Audit Team Signature

Dr. Shirline David External expert	
Dr.V. David Jeyabalan External expert	



Lilian Jeyaraj
Principal
Women's Christian College
Chennai - 600006



**Administrative Audit Report of
Women's Christian College, Chennai 600006
Conducted on Thursday, June 20, 2024**

Administrative Audit - Action taken report

Recommendations of the Audit Committee	Action Taken
Website to be updated with separate tabs & year wise side tabs to ensure easy access of information	Website is being updated to include separate webpages with tabs for various components and side tabs to provide year wise details.
Criterion I	
Add on / Certificate course - Number of courses to be increased & certificates to have Unique Identification Number (UIN)	<ul style="list-style-type: none">Relevant certificate courses are being planned by departments in addition to the ones being offered.Unique Identification Number (UIN) will be assigned to Certificates issued
Separate Tab for Feedback on the institution's website & Teacher's feedback can also be obtained	<ul style="list-style-type: none">Feedback from teachers is obtained annually with the self-appraisal.Tabs in the institution's website that provide feedback collected annually from stake holders are available in the website
Criterion II	
Separate tab to be included for LOCF with POs, PSOs and COs & mailed to all students	<ul style="list-style-type: none">Separate tab will be included for LOCF with POs, PSOs and COsCOs are provided in the syllabi of each course
Criterion III	
Live MOU's to be updated in the website	Steps to update Live MOUs in the website have been taken
Criterion IV	
Quantify all data & include Infrastructure Policy	Steps to quantify data and include infrastructure policy are being taken
Criterion V	
Percentage of student progression to be increased (around 35%) & there is need for full time placement officer	Career Guidance and Placement Cell will organize more training and facilitate campus increased number of recruitment events to support student progression
Criterion VI	
Under IQAC Quality Policy to be included	Quality policy has been framed
Criterion VII	
Green / Environment / Energy Audit certificates to be obtained and Best Practices identified by specific names	<ul style="list-style-type: none">Green / Environment / Energy Audit has been conducted and reports studied to enhance efficient care of the environmentSpecific names to identify Best Practices will be included

