



# MUSLIM ARTS COLLEGE

A Muslim Minority Institution - Estd 1982  
Affiliated to Manonmaniam Sundaranar University, Tirunelveli, Recognized u/s 2(f) & 12(B) of UGC Act.  
Azhagiemandapam, Thiruvithancode - 629 174, Kanyakumari District, Tamil Nadu, India.  
Phone : +91 4651 248397, 248842 / website : www.muslimartscollege.in / email : muslimartscollege@gmail.com



ISO 9001:2000  
Reg. No. : RQ91/3688

## Criterion 6

### Governance, Leadership and Management

#### 6.5 INTERNAL QUALITY ASSURANCE SYSTEM

#### DVV RESPONSES FOR 6.5.2

#### Quality Audit Report (AAA)

Submitted to

**THE NATIONAL ASSESSMENT AND  
ACCREDITATION COUNCIL**

**(NAAC)**

**August 2024**

PRINCIPAL  
MUSLIM ARTS COLLEGE  
THIRUVITHANCODE - 629 174





# MUSLIM ARTS COLLEGE

(Affiliated to Huseinien Sunandar University, Trusmi)  
Azhagamondapan, Thiruvithancode - 629 174, K.N. Dist.

INTERNAL QUALITY ASSURANCE CELL

(IQAC)

## IQAC EXTERNAL ACADEMIC AUDIT

Name of Auditor: *Dr. R.S Dhivya*

Date: *24/3/2023*

Designation & Address: *Asst. professor  
Sree Devi Kumari women's college*

Department: *Mathematics*

SLNo	Files	Good	Satisfactory	Poor	Not ready
1.	Academic Calendar	✓			
2.	Syllabus	✓			
3.	Dept. meeting Minutes	✓			
4.	Dept. Activities	✓			
5.	Work load	✓			
6.	Work allocation	✓			
7.	Master Time table	✓			
8.	Field work/ project/internship	✓			
9.	List of courses	✓			
10.	Students name list(Data entry sheet)	✓			
11.	Student's category list (SC, ST, OC, BC...)	✓			
12.	Teachers list (Resume, certificate copies, publication.)	✓			
13.	Internal exam timetable, question paper, mark statement, university mark statement, result analysis, Internal answer sheet	✓			
14.	Programme outcome, course outcome	✓			
15.	Pass percentage	✓			
16.	Online survey Excel for students (print out)	✓			
17.	Work diary	✓			
18.	Outgoing students list	✓			
19.	Government fund project	<i>Nil</i>			
20.	Seminar, workshop, conferences conducted by department	✓			
21.	Paper publication in journals (hard and soft copies)	✓			
22.	Book publication in conferences/proceedings	✓			
23.	Extension activities	✓			



# MUSLIM ARTS COLLEGE

(Affiliated to Mannammaniam Sundaranar University, Tirunelveli)  
Azhagiya Mandapam, Thiruvithankode - 620 174, K.R. Dist.

INTERNAL QUALITY ASSURANCE CELL

(IQAC)

24.	Awards and recognition(staff and students)	Nil			
25.	Stock register	✓			
26.	Dept. library register, lib. Book issue register	✓			
27.	Student's attendance register, late register ,sick register	✓			
28.	Annual academic report	✓			
29.	Students placement details		✓		
30.	Qualifying examination (SET, NET)	Nil			
31.	Students progressing higher education	✓			
32.	Board of studies, Evaluation process, question setting	✓			
33.	Alumni details	✓			
34.	PTA details	✓			
35.	Circulars(college, university)	✓			
36.	Rank list	✓			
37.	Mentor Mentee	✓			
38.	Laboratory manual for all courses (science)	Nil			
39.	Remedial classes conducted for students	✓			
40.	Feedback(online)	✓			
41.	MoU details	Nil			
42.	Academic Plan	✓			
43.	Vision Mission	✓			
44.	Department Policies	✓			
45.	Elective paper allocation details	✓			
46.	Scholar's details in research departments	Nil			



Remarks/ Suggestions:

There is a proper maintenance of master timetable and workload.

Stock Register is well furnished and maintained.

Dr. R.S. Othiya, M.A., M.Phil., M.Ed.  
- Assistant Professor  
Department of Zoology  
Sree Devi Sankar Women's College  
Puthuthurai, Kanyakumari Dist., Tamil Nadu.

Signature of External Auditor



# MUSLIM ARTS COLLEGE

(Affiliated to Mannamangalam Sundaram University, Thrissur)  
Arniyambalam, Thiruvananthapuram - 029-174, K.K. Dist.

INTERNAL QUALITY ASSURANCE CELL

(IQAC)

## IQAC EXTERNAL ACADEMIC AUDIT

Name of Auditor: Dr. R.S. Dhivya

Date: 24/9/2023

Designation & Address: Assistant Professor  
St. Joseph's Women's College

Department: physics

Sl.No	Files	Good	Satisfactory	Poor	Not ready
1.	Academic Calendar	✓			
2.	Syllabus	✓			
3.	Dept. meeting Minutes	✓			
4.	Dept. Activities	✓			
5.	Work load	✓			
6.	Work allocation	✓			
7.	Master Time table	✓			
8.	Field work/ project/internship	✓			
9.	List of courses	✓			
10.	Students name list(Data entry sheet)	✓			
11.	Student's category list (SC, ST, OC, BC...)	✓			
12.	Teachers list (Resume, certificate copies, publication,)	✓			
13.	Internal exam timetable, question paper, mark statement, university mark statement, result analysis, Internal answer sheet	✓			
14.	Programme outcome, course outcome	✓			
15.	Pass percentage	✓			
16.	Online survey Excel for students (print out)	✓			
17.	Work diary	✓			
18.	Outgoing students list	✓			
19.	Government fund project	Nil			
20.	Seminar, workshop, conferences conducted by department	✓			
21.	Paper publication in Journals (hard and soft copies)	✓			
22.	Book publication in conferences/proceedings	✓			
23.	Extension activities	✓			



# MUSLIM ARTS COLLEGE

(Affiliated to Mahatma Gandhi University, Thiruvananthapuram, Thiruvananthapuram - 620 174, K.R. Dist.)

INTERNAL QUALITY ASSURANCE CELL

(IQAC)

24.	Awards and recognition(staff and students)	Nil			
25.	Stock register	✓			
26.	Dept. library register, lib. Book issue register	✓			
27.	Student's attendance register, late register, sick register	✓			
28.	Annual academic report	✓			
29.	Students placement details	✓			
30.	Qualifying examination (SET, NET)	Nil			
31.	Students progressing higher education	✓			
32.	Board of studies, Evaluation process, question setting	✓			
33.	Alumni details	✓			
34.	PTA details	✓			
35.	Circulars(college, university)	✓			
36.	Rank list	✓			
37.	Mentor Mentee	✓			
38.	Laboratory manual for all courses (science)	✓			
39.	Remedial classes conducted for students	✓			
40.	Feedback(online)	✓			
41.	MotI details	Nil			
42.	Academic Plan	✓			
43.	Vision Mission	✓			
44.	Department Policies	✓			
45.	Effective paper allocation details	✓			
46.	Scholar's details in research departments	✓			



# MUSLIM ARTS COLLEGE

(Affiliated to Mahatma Jyoti Basu University, Thiruvallur)  
Azhagiyanthalam, Thiruvallur - 620 174, K.K. Dist.

INTERNAL QUALITY ASSURANCE CELL

(IQAC)

## Remarks/ Suggestions:

Faculty members are recommended to publish more articles in UGC Core List Journals.  
Stock register is highly maintained.

Dr. R.S. Dheya, M.Sc., Ph.D.  
- Assistant Professor  
Department of Zoology  
Sree Devi Kumari Women's College  
Puthuthurai, Karaikal Dist. - Tamil Nadu

Signature of External Auditor



# MUSLIM ARTS COLLEGE

(Affiliated to Manonmaniam Sundaranar University, Tirunelveli)  
Azhaganandapuram, Thiruvithancode - 620 174, K.K. Dist.

INTERNAL QUALITY ASSURANCE CELL

(IQAC)

## IQAC EXTERNAL ACADEMIC AUDIT

Name of Auditor: Dr. R. S. Dhivya

Date: 24/5/2023

Designation & Address:

Assistant Professor

Sree Devi Kumari Women's College

Department: BBA

Sl.No	Files	Good	Satisfactory	Poor	Not ready
1.	Academic Calendar	✓			
2.	Syllabus	✓			
3.	Dept. meeting Minutes	✓			
4.	Dept. Activities		✓		
5.	Work load	✓			
6.	Work allocation	✓			
7.	Master Time table	✓			
8.	Field work/ project/internship	✓			
9.	List of courses		✓		
10.	Students name list(Data entry sheet)	✓			
11.	Student's category list (SC, ST, OC, BC....)	✓			
12.	Teachers list (Resume, certificate copies, publication,)		✓		
13.	Internal exam timetable, question paper, mark statement, university mark statement, result analysis, Internal answer sheet	✓			
14.	Programme outcome, course outcome	✓			
15.	Pass percentage	✓			
16.	Online survey Excel for students (print out)		✓		
17.	Work diary		✓		
18.	Outgoing students list	✓			
19.	Government fund project	Nil			
20.	Seminar, workshop, conferences conducted by department			✓	
21.	Paper publication in journals (hard and soft copies)				✓
22.	Book publication in conferences/ proceedings				✓
23.	Extension activities	✓			



# MUSLIM ARTS COLLEGE

(Affiliated to Mahatma Jyoti Basu University, Trivandrum)  
Achagulamangalam, Thiruvithancode - 629 174, K.R. Dist.

INTERNAL QUALITY ASSURANCE CELL

(IQAC)

24.	Awards and recognition(staff and students)	Nil			
25.	Stock register	✓			
26.	Dept. library register, lib. Book Issue register	✓			
27.	Student's attendance register, late register, sick register	✓			
28.	Annual academic report	✓			
29.	Students placement details			✓	
30.	Qualifying examination (SET, NET)	Nil			
31.	Students progressing higher education		✓		
32.	Board of studies, Evaluation process, question setting				✓
33.	Alumni details		✓		
34.	PTA details		✓		
35.	Circulars(college, university)	✓			
36.	Rank list	✓			
37.	Mentor Mentee		✓		
38.	Laboratory manual for all courses (science)	Nil			
39.	Remedial classes conducted for students	✓			
40.	Feedback(online)	✓			
41.	MoU details	Nil			
42.	Academic Plan		✓		
43.	Vision Mission				
44.	Department Policies	✓			
45.	Elective paper allocation details	✓			
46.	Scholar's details in research departments	✓			



# MUSLIM ARTS COLLEGE

(Affiliated to Mahomedan Sundanjar University, Thiruvithi)  
Azhagameendupam, Thiruvithencode - 629 174, K.K. Dist.

INTERNAL QUALITY ASSURANCE CELL

(IQAC)

## Remarks/ Suggestions:

Proper maintenance of work load and Master Timetable is observed.  
Faculty members should encourage the students for their higher education and placements.

Dr. K.S. Dhanu, M.Sc., M.Phil., Ph.D.  
- Assistant Professor  
Department of Zoology  
Sree Devi Eshwar Women's College  
Puthuthurai, Kanyakumari Dist., Tamil Nadu

Signature of External Auditor



# MUSLIM ARTS COLLEGE

(Affiliated to Maronmaniam Sundaranar University, Tiruchchirappalli)  
Achagiamandapam, Thiruvithancode - 629 174, K.K. Dist.

INTERNAL QUALITY ASSURANCE CELL

(IQAC)

## IQAC EXTERNAL ACADEMIC AUDIT

Name of Auditor: Dr. R.S. Divya

Date: 24/03/2022

Designation & Address: Assistant Professor

Sree Devi Kumari Women's College

Department: B.Commer.

Sl.No	Files	Good	Satisfactory	Poor	Not ready
1.	Academic Calendar	✓			
2.	Syllabus	✓			
3.	Dept. meeting Minutes	✓			
4.	Dept. Activities	✓			
5.	Work load	✓			
6.	Work allocation	✓			
7.	Master Time table	✓			
8.	Field work/ project/internship	✓			
9.	List of courses	✓			
10.	Students name list(Data entry sheet)		✓		
11.	Student's category list (SC, ST, OC, BC....)		✓		
12.	Teachers list (Resume, certificate copies, publication,)		✓		
13.	Internal exam timetable, question paper, mark statement, university mark statement, result analysis, Internal answer sheet	✓			
14.	Programme outcome, course outcome	✓			
15.	Pass percentage	✓			
16.	Online survey Excel for students (print out)		✓		
17.	Work diary	✓			
18.	Outgoing students list		✓		
19.	Government fund project	Nil			
20.	Seminar, workshop, conferences conducted by department	✓			
21.	Paper publication in journals (hard and soft copies)	✓			
22.	Book publication in conferences/ proceedings		✓		
23.	Extension activities		✓		



# MUSLIM ARTS COLLEGE

(Affiliated to Mahatma Jyoti Basu University, Tirunelveli)  
Achagalandapam, Thiruvithancode - 629 174, K.R. Diak.

INTERNAL QUALITY ASSURANCE CELL

(IQAC)

24.	Awards and recognition(staff and students)		✓		
25.	Stock register		✓		
26.	Dept. library register, lib. Book issue register		✓		
27.	Student's attendance register, late register, sick register	✓			
28.	Annual academic report			✓	
29.	Students placement details		✓		
30.	Qualifying examination (SET, NET)		✓		
31.	Students progressing higher education	✓			
32.	Board of studies, Evaluation process, question setting		✓		
33.	Alumni details	✓			
34.	PTA details	✓			
35.	Circulars(college, university)	✓			
36.	Rank list		✓		
37.	Mentor Mentee	✓			
38.	Laboratory manual for all courses (science)	Nil			
39.	Remedial classes conducted for students		✓		
40.	Feedback(online)	✓			
41.	MoU details	✓			
42.	Academic Plan	✓			
43.	Vision Mission	✓			
44.	Department Policies	✓			
45.	Elective paper allocation details	✓			
46.	Scholar's details in research departments	✓			



# MUSLIM ARTS COLLEGE

(Affiliated to Manonmaniam Sundaranar University, Tirunelveli)  
Ashagamandapam, Thiruvithankode - 629 174, K.R. Dist.

INTERNAL QUALITY ASSURANCE CELL

(IQAC)

## Remarks/ Suggestions:

Proper maintenance of workload and timetable is observed.

Faculty members can publish their academic articles in UAI care list journals.

Dr. R.S. DHANYA, M.A., M.Phil., M.Ed.  
- Assistant Professor  
Department of Zoology  
Jeeva Devi Women's College  
Puthuthurai, Sankaragudi Dist. Tamil Nadu

Signature of External Auditor



# MUSLIM ARTS COLLEGE

(Affiliated to Maranmathan Sundarajan University, Trisselveli)  
Azhagamondapam, Thiruvethanur - 629 174, K.R. Dist.

INTERNAL QUALITY ASSURANCE CELL

(IQAC)

## IQAC EXTERNAL ACADEMIC AUDIT

Name of Auditor: Dr. R. S. Divya

Date: 24/03/2023

Designation & Address: Assistant Professor  
Sree Devi Kumari Women's College

Department: Fashion Technology

SlNo	Files	Good	Satisfactory	Poor	Not ready
1.	Academic Calendar	✓			
2.	Syllabus	✓			
3.	Dept. meeting Minutes	✓			
4.	Dept. Activities	✓			
5.	Work load	✓			
6.	Work allocation	✓			
7.	Master Time table	✓			
8.	Field work/ project/internship	✓			
9.	List of courses	✓			
10.	Students name list(Data entry sheet)	✓			
11.	Student's category list (SC, ST, OC, BC....)	✓			
12.	Teachers list (Resume, certificate copies, publication.)	✓			
13.	Internal exam timetable, question paper, mark statement, university mark statement, result analysis, Internal answer sheet	✓			
14.	Programme outcome, course outcome	✓			
15.	Pass percentage	✓			
16.	Online survey Excel for students (print out)	✓			
17.	Work diary	✓			
18.	Outgoing students list	✓			
19.	Government fund project	✓			
20.	Seminar, workshop, conferences conducted by department	✓			
21.	Paper publication in journals (hard and soft copies)	Nil			
22.	Book publication in conferences/ proceedings	Nil			
23.	Extension activities	✓			



# MUSLIM ARTS COLLEGE

(Affiliated to Mahatma Jyoti Basu University, Trinamali)  
Achaglamadapam, Thiruvithancode - 629 174, K.K. Dist.

INTERNAL QUALITY ASSURANCE CELL

(IQAC)

24.	Awards and recognition(staff and students)	Nil			
25.	Stock register	✓			
26.	Dept. library register, lib. Book issue register	✓			
27.	Student's attendance register, late register, sick register	✓			
28.	Annual academic report		✓		
29.	Students placement details		✓		
30.	Qualifying examination (SET, NET)	Nil			
31.	Students progressing higher education		✓		
32.	Board of studies, Evaluation process, question setting	✓			
33.	Alumni details	✓			
34.	PTA details	✓			
35.	Circulars(college, university)	✓			
36.	Rank list	✓			
37.	Mentor Mentee	✓			
38.	Laboratory manual for all courses (science)	Nil			
39.	Remedial classes conducted for students	✓			
40.	Feedback(online)	✓			
41.	MoU details	✓			
42.	Academic Plan	✓			
43.	Vision Mission	✓			
44.	Department Policies	✓			
45.	Elective paper allocation details	✓			
46.	Scholar's details in research departments	✓			

Remarks/ Suggestions:

There is a proper maintenance of  
curriculum planning.

A summary report of slow learners  
and the reports on remedial classes needs to be given



Dr. R.S. George, M.A., M.Phil., Ph.D.  
- Assistant Professor  
Department of Zoology  
Sree Devi Muslim Women's College  
Kuthukudi, Kanyakumari Dist - Tamil Nadu

Signature of External Auditor

**IQAC EXTERNAL ACADEMIC AUDIT**Name of Auditor: *Dr. R.S. Dhivya*Date: *27/3/2020*Designation & Address: *Asst Professor,  
Sree Devi Kumari Women's college**Department: Mathematics*

Sl.No	Files	Good	Satisfactory	Poor	Not ready
1.	Academic Calendar	✓			
2.	Syllabus	✓			
3.	Dept. meeting Minutes	✓			
4.	Dept. Activities	✓			
5.	Work load	✓			
6.	Work allocation	✓			
7.	Master Time table	✓			
8.	Field work/ project/internship	✓			
9.	List of courses	✓			
10.	Students name list(Data entry sheet)	✓			
11.	Student's category list (SC, ST, OC, BC...)	✓			
12.	Teachers list (Resume, certificate copies, publication.)	✓			
13.	Internal exam timetable, question paper, mark statement, university mark statement, result analysis, Internal answer sheet	✓			
14.	Programme outcome, course outcome	✓			
15.	Pass percentage	✓			
16.	Online survey Excel for students (print out)	✓			
17.	Work diary	✓			
18.	Outgoing students list	✓			
19.	Government fund project	Nil			
20.	Seminar, workshop, conferences conducted by department	✓			
21.	Paper publication in journals (hard and soft copies)	✓			
22.	Book publication in conferences/proceedings	✓			
23.	Extension activities	✓			



# MUSLIM ARTS COLLEGE

(Affiliated to Hinnamandam Suidorinar University, Tirunelveli)  
Ashgiamandapuram, Thiruviththamcode - 620 174, K.R., Dist.

INTERNAL QUALITY ASSURANCE CELL

(IQAC)

24.	Awards and recognition(staff and students)	Nil			
25.	Stock register	✓			
26.	Dept. library register, lib. Book issue register	✓			
27.	Student's attendance register, late register ,sick register	✓			
28.	Annual academic report	✓			
29.	Students placement details	✓			
30.	Qualifying examination (SET, NET)	Nil			
31.	Students progressing higher education	✓			
32.	Board of studies, Evaluation process, question setting	✓			
33.	Alumni details	✓			
34.	PTA details	✓			
35.	Circulars(college, university)	✓			
36.	Rank list	✓			
37.	Mentor Mentee	✓			
38.	Laboratory manual for all courses (science)	Nil			
39.	Remedial classes conducted for students	✓			
40.	Feedback(online)	✓			
41.	MoU details	Nil			
42.	Academic Plan	✓			
43.	Vision Mission	✓			
44.	Department Policies	.			
45.	Elective paper allocation details	✓			✓
46.	Scholar's details in research departments	Nil			



# MUSLIM ARTS COLLEGE

(Affiliated to Mahasaraksham Sundararam University, Tiruvithel)  
Azhagiamandapam, Thiruvithancode - 629 174, K.R. Dist.

INTERNAL QUALITY ASSURANCE CELL

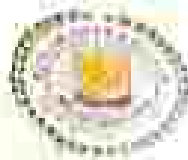
(IQAC)

## Remarks/ Suggestions:

Work load, Work allocation, Time Table, Work diary are effectively managed.  
Encourage students to seek higher education and explore more job opportunity.

Dr. B.S. Dhirga, B.Sc. in Zoology  
- Assistant Professor  
Department of Zoology  
Sree Devi Kumar Women's College  
Kattakomatt, Kattakomatt Dist., Thiruvithancode

Signature of External Auditor



# MUSLIM ARTS COLLEGE

(Affiliated to Mohammed Ali Islamic University, Durrutti)  
Achagattimundapur, Thrissur District - PIN 174, K. K. 004

INTERNAL QUALITY ASSURANCE CELL

(IQAC)

## IQAC EXTERNAL ACADEMIC AUDIT

Name of Auditor: *Dr R S Dhanya*

Date: *27/03/2020*

Designation & Address: *Asst Prof*

*3802 Devi Kumari women's college*

Department : *BBA*

Sl.No	Files	Good	Satisfactory	Poor	Not ready
1.	Academic Calendar	✓			
2.	Syllabus	✓			
3.	Dept. meeting Minutes	✓			
4.	Dept. Activities		✓		
5.	Work load	✓			
6.	Work allocation	✓			
7.	Master Time table	✓			
8.	Field work/ project/interndip		✓		
9.	List of courses	✓			
10.	Students name list(Data entry sheet)	✓			
11.	Student's category list (SC, ST, OC, BC...)	✓			
12.	Teachers list (Resume, certificate copies, publication.)		✓		
13.	Internal exam timetable, question paper, mark statement, university mark statement, result analysis, Internal answer sheet	✓			
14.	Programme outcome, course outcome	✓			
15.	Pass percentage	✓			
16.	Online survey Excel for students (print out)	✓			
17.	Work diary	✓			
18.	Outgoing students list	✓			
19.	Government fund project	N/A			
20.	Seminar, workshop, conferences conducted by department			✓	
21.	Paper publication in Journals (hard and soft copies)				✓
22.	Book publication in conferences/ proceedings				✓
23.	Extension activities	✓			

24.	Awards and recognition(staff and students)	Nil			
25.	Stock register	✓			
26.	Dept. library register, lib. Book issue register	✓			
27.	Student's attendance register, late register, sick register	✓			
28.	Annual academic report	✓			
29.	Students placement details		✓		
30.	Qualifying examination (SET, NET)	Nil			
31.	Students progressing higher education		✓		
32.	Board of studies, Evaluation process, question setting				✓
33.	Alumni details	✓			
34.	PTA details	✓			
35.	(Circulars(college, university))	✓			
36.	Rank list		✓		
37.	Mentor Mentee	✓			
38.	Laboratory manual for all courses (science)	Nil			
39.	Remedial classes conducted for students		✓		
40.	Feedback(online)		✓		
41.	Mol details	Nil			
42.	Academic Plan	✓			
43.	Vision Mission	✓			
44.	Department Policies		✓		
45.	Elective paper allocation details	✓			
46.	Scholar's details in research departments	✓			

Remarks/ Suggestions:

Faculty members are recommended to participate actively in FDP and refresher course. It is suggested to arrange an Industrial visit/field visit for students.



Dr. A.S. Dhanya, M.Sc. in Zoology  
Assistant Professor  
Department of Zoology  
Sree Devi Ahamam Women's College  
Puthupuzha, Ernakulam Dist - Talasseri P.O.

Signature of External Auditor

**IQAC EXTERNAL ACADEMIC AUDIT**Name of Auditor: *Dr. R.S. Dhanya*Date: *27/03/2020*Designation & Address: *Asst professor, Sree Devi Kumari college  
Department : Physics*

Sl.No	Files	Good	Satisfactory	Poor	Not ready
1.	Academic Calendar	✓			
2.	Syllabus	✓			
3.	Dept. meeting Minutes	✓			
4.	Dept. Activities	✓			
5.	Work load	✓			
6.	Work allocation	✓			
7.	Master Time table	✓			
8.	Field work/ project/internship	✓			
9.	List of courses	✓			
10.	Students name list(Data entry sheet)	✓			
11.	Student's category list (SC, ST, OC, BC...)	✓			
12.	Teachers list (Resume, certificate copies, publication.)	✓			
13.	Internal exam timetable, question paper, mark statement, university mark statement, result analysis, Internal answer sheet.	✓			
14.	Programme outcome, course outcome	✓			
15.	Pass percentage	✓			
16.	Online survey Excel for students (print out)	✓			
17.	Work diary	✓			
18.	Outgoing students list	✓			
19.	Government fund project	<i>Nil</i>			
20.	Seminar, workshop, conferences conducted by department	✓			
21.	Paper publication in journals (hard and soft copies)	✓			
22.	Book publication in conferences/proceedings	✓			
23.	Extension activities	✓			



24.	Awards and recognition(staff and students)	✓		
25.	Stock register	✓		
26.	Dept. library register, lib, Book issue register	✓		
27.	Student's attendance register, late register, sick register	✓		
28.	Annual academic report	✓		
29.	Students placement details	✓		
30.	Qualifying examination (SET, NET)	Nil		
31.	Students progressing higher education	✓		
32.	Board of studies, Evaluation process, question setting	✓		
33.	Alumni details	✓		
34.	PTA details	✓		
35.	Circulars(college, university)	✓		
36.	Rank list	✓		
37.	Mentor Mentee	✓		
38.	Laboratory manual for all courses (science)	✓		
39.	Remedial classes conducted for students	✓		
40.	Feedback(online)	✓		
41.	MofI details	Nil		
42.	Academic Plan	✓		
43.	Vision Mission	✓		
44.	Department Policies	✓		
45.	Elective paper allocation details	✓		
46.	Scholar's details in research departments	✓		

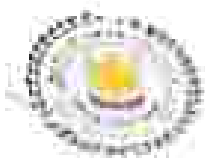


Remarks/ Suggestions:

Presentation of Curriculum Planning  
and work diary is effectively  
maintained.  
Record of Laboratory Stock is in a  
good order.

Dr. R.S. Divya, M.Phil, M.Ed, M.A.  
- Assistant Professor  
Department of Zoology  
Sree Devi Ezhum Willyams College  
Puthupara, Kanyakumari Dist., Tamil Nadu

Signature of External Auditor:



## IQAC EXTERNAL ACADEMIC AUDIT

Name of Auditor: DY R. S. Divya

Date: 27/03/2020

Designation & Address: Assistant Professor  
Sree Devikumar Women's College

Department: Commerce

Sl.No	Files	Good	Satisfactory	Poor	Not ready
1.	Academic Calendar	✓			
2.	Syllabus	✓			
3.	Dept. meeting Minutes		✓		
4.	Dept. Activities		✓		
5.	Work load	✓			
6.	Work allocation	✓			
7.	Master Time table	✓			
8.	Field work/ project/internship	✓			
9.	List of courses	✓			
10.	Students name list(Data entry sheet)	✓			
11.	Student's category list (SC, ST, OC, BC.....)	✓			
12.	Teachers list (Resume, certificate copies, publication.)		✓		
13.	Internal exam timetable, question paper, mark statement, university mark statement, result analysis, Internal answer sheet	✓			
14.	Programme outcome, course outcome	✓			
15.	Pass percentage	✓			
16.	Online survey Excel for students (print out)		✓		
17.	Work diary	✓			
18.	Outgoing students list	✓			
19.	Government fund project	N/A			
20.	Seminar, workshop, conferences conducted by department		✓		
21.	Paper publication in journals (hard and soft copies)		✓		
22.	Book publication in conferences/proceedings		✓		
23.	Extension activities				✓



# MUSLIM ARTS COLLEGE

(Affiliated to Mannamuniam Sundarganar University, Tiruvelai)  
Azhagiandapam, Thiruvethancode - 629 174, K.K. Dist.

INTERNAL QUALITY ASSURANCE CELL

(IQAC)

24.	Awards and recognition(staff and students)			✓	
25.	Stock register		✓		
26.	Dept. library register, lib. Book issue register	✓			
27.	Student's attendance register, late register, sick register	✓			
28.	Annual academic report				✓
29.	Students placement details				✓
30.	Qualifying examination (SET, NET)		✓		
31.	Students progressing higher education		✓		
32.	Board of studies, Evaluation process, question setting		✓		
33.	Alumni details		✓		
34.	PTA details		✓		
35.	Circulars(college, university)		✓		
36.	Rank list		✓		
37.	Mentor Mentee		✓		
38.	Laboratory manual for all courses (science)	Not			
39.	Remedial classes conducted for students		✓		
40.	Feedback(online)		✓		
41.	MoU details		✓		
42.	Academic Plan	✓			
43.	Vision Mission	✓			
44.	Department Policies	✓			
45.	Elective paper allocation details	✓			
46.	Scholar's details in research departments	✓			



Remarks/Suggestions:

Faculty members are motivated to improve their e-Content.

Stock Register is maintained properly.

Dr. R.S. Dnyana, B.A., B.Ed., Ph.D.  
Assistant Professor  
Department of Zoology  
Vivek Dayal Kumar Mahavidyalaya  
Kulthara, Kasaragod District, Kerala

Signature of External Auditor



## IQAC EXTERNAL ACADEMIC AUDIT

Name of Auditor: *Dr R S Dhivya*

Date: *27/3/2020*

Designation & Address: *Asst professor, Sree Devi Kumari college*

Department: *Fashion Technology*

Sl.No	Files	Good	Satisfactory	Poor	Not ready
1.	Academic Calendar	✓			
2.	Syllabus	✓			
3.	Dept. meeting Minutes	✓			
4.	Dept. Activities	✓			
5.	Work load	✓			
6.	Work allocation	✓			
7.	Master Time table	✓			
8.	Field work/ project/internship	✓			
9.	List of courses	✓			
10.	Students name list(Data entry sheet)	✓			
11.	Student's category list (SC, ST, OC, BC....)	✓			
12.	Teachers list (Resume, certificate copies, publication,)	✓			
13.	Internal exam timetable, question paper, mark statement, university mark statement, result analysis, Internal answer sheet	✓			
14.	Programme outcome, course outcome	✓			
15.	Pass percentage	✓			
16.	Online survey Excel for students (print out)	✓			
17.	Work diary	✓			
18.	Outgoing students list	✓			
19.	Government fund project	<i>Nil</i>			
20.	Seminar, workshop, conferences conducted by department	✓			
21.	Paper publication in journals (hard and soft copies)	<i>Nil</i>			
22.	Book publication in conferences/ proceedings	<i>Nil</i>			
23.	Extension activities	✓			

# MUSLIM ARTS COLLEGE

(affiliated to Mahatma Gandhi University, Tiruvananthapuram)  
Ashrafmandapam, Thiruvithankode - 620 114, K.K. Dist.

INTERNAL QUALITY ASSURANCE CELL

(IQAC)

24.	Awards and recognition(staff and students)	✓			
25.	Stock register	✓			
26.	Dept. library register, lib. Book issue register	✓			
27.	Student's attendance register, late register, sick register	✓			
28.	Annual academic report		✓		
29.	Students placement details		✓		
30.	Qualifying examination (SET, NET)	Nil			
31.	Students progressing higher education	✓			
32.	Board of studies, Evaluation process, question setting	✓			
33.	Alumni details	✓			
34.	PTA details	✓			
35.	Circulars(college, university)	✓			
36.	Rank list	✓			
37.	Mentor-Mentee	✓			
38.	Laboratory manual for all courses (science)	✓			
39.	Remedial classes conducted for students	✓			
40.	Feedback(online)	✓			
41.	MoU details	✓			
42.	Academic Plan	✓			
43.	Vision/Mission	✓			
44.	Department Policies	✓			
45.	Elective paper allocation details	✓			
46.	Scholar's details in research departments	✓			

Remarks/ Suggestions:

Students are encouraged for their higher education and placement in future. Curriculum Planning and Class work files are managed efficiently.



Dr. R.S. Dileep, M.A., M.Sc., Ph.D.

- Assistant Professor

Department of Zoology

Shree Devi Kumari Women College

Puthucherry, Kanyakumari Dist., Tamil Nadu

Signature of External Auditor





## IQAC EXTERNAL ACADEMIC AUDIT

Name of Auditor: *Dr. R.S. Donye*

Date: *29/03/2019*

Designation & Address: *Assistant Professor  
Sree Devi Munniam Women's College*

Department: *Mathematics*

Sl.No	Files	Good	Satisfactory	Poor	Not ready
1.	Academic Calendar	✓			
2.	Syllabus	✓			
3.	Dept. meeting Minutes	✓			
4.	Dept. Activities	✓			
5.	Work load	✓			
6.	Work allocation	✓			
7.	Master Time table	✓			
8.	Field work/ project/internship	✓			
9.	List of courses	✓			
10.	Students name list(Data entry sheet)	✓			
11.	Student's category list (SC, ST, OC, BC....)	✓			
12.	Teachers list (Resume, certificate copies, publication.)	✓			
13.	Internal exam timetable, question paper, mark statement, university mark statement, result analysis, Internal answer sheet	✓			
14.	Programme outcome, course outcome	✓			
15.	Pass percentage	✓			
16.	Online survey Excel for students (print out)	✓			
17.	Work diary	✓			
18.	Outgoing students list	✓			
19.	Government fund project	Nil			
20.	Seminar, workshop, conferences conducted by department	✓			
21.	Paper publication in journals (hard and soft copies)	✓			
22.	Book publication in conferences/proceedings	✓			
23.	Extension activities	✓			



# MUSLIM ARTS COLLEGE

(Affiliated to Manonmaniam Sundaranar University, Tirunelveli)  
Azhagameundepam, Thiruvithancode - 629 174, K.K. Dist.

INTERNAL QUALITY ASSURANCE CELL

(IQAC)

24.	Awards and recognition(staff and students)	Nil			
25.	Stock register	✓			
26.	Dept. library register, lib. Book issue register	✓			
27.	Student's attendance register, late register ,sick register	✓			
28.	Annual academic report	✓			
29.	Students placement details	Nil			
30.	Qualifying examination (SET, NET)	Nil			
31.	Students progressing higher education	✓			
32.	Board of studies, Evaluation process, question setting	✓			
33.	Alumni details	✓			
34.	FIA details	✓			
35.	Circulars(college, university)	✓			
36.	Rank list	Nil			
37.	Mentor Mentee	✓			
38.	Laboratory manual for all courses (science)	Nil			
39.	Remedial classes conducted for students	✓			
40.	Feedback(online)	✓			
41.	MoU details	Nil			
42.	Academic Plan	✓			
43.	Vision Mission	✓			
44.	Department Policies	✓			
45.	Elective paper allocation details	✓			
46.	Scholar's details in research departments	Nil			



# MUSLIM ARTS COLLEGE

(Affiliated to Mahammadiyah Sundaravar University, Thiruvananthapuram, Thiruvananthapuram, Thiruvananthapuram - 828 174, K. K. Dist.)

INTERNAL QUALITY ASSURANCE CELL

(IQAC)

## Remarks/ Suggestions:

Presentation of work diary and curriculum management are effectively handled.

Faculty can enhance their potential by publishing in UGC Core Journals.

Dr. K. S. Othappa, B.Sc. in Zoology  
- Assistant Professor  
Department of Zoology  
Stee Devy Eudiam Women's College  
Puthuthurai, Kanyakumari Dist. - 744024

Signature of External Auditor



# MUSLIM ARTS COLLEGE

(Affiliated to Mahaniraman Sundararam University, Tiruchelvi)  
Achappalamandapam, Thiruvithankode - 629 174, K.K. Dist.

INTERNAL QUALITY ASSURANCE CELL

(IQAC)

## IQAC EXTERNAL ACADEMIC AUDIT

Name of Auditor: *Dr. R.S. Divya*

Date: *29/03/2019.*

Designation & Address: *Assistant Professor,*

Department: *Physics*  
*St. Jean Devi Kumari Women's College.*

Sl.No	Files	Good	Satisfactory	Poor	Not ready
1.	Academic Calendar	✓			
2.	Syllabus	✓			
3.	Dept. meeting Minutes	✓			
4.	Dept. Activities	✓			
5.	Work load	✓			
6.	Work allocation	✓			
7.	Master Time table	✓			
8.	Field work/ project/internship	✓			
9.	List of courses	✓			
10.	Students name list(Data entry sheet)	✓			
11.	Student's category list (SC, ST, OC, BC...)	✓			
12.	Teachers list (Resume, certificate copies, publication,)	✓			
13.	Internal exam timetable, question paper, mark statement, university mark statement, result analysis, Internal answer sheet	✓			
14.	Programme outcome, course outcome	✓			
15.	Pass percentage	✓			
16.	Online survey Excel for students (print out)	✓			
17.	Work diary	✓			
18.	Outgoing students list	✓			
19.	Government fund project	<i>Nil</i>			
20.	Seminar, workshop, conferences conducted by department	✓			
21.	Paper publication in Journals (hard and soft copies)	✓			
22.	Book publication in conferences/proceedings	✓			
23.	Extension activities	✓			



# MUSLIM ARTS COLLEGE

(Affiliated to Manonmaniam Sundaranar University, Tirunelveli)  
Azhaglemandapam, Thiruvithancode - 626 174, K.N. Dist.

INTERNAL QUALITY ASSURANCE CELL

(IQAC)

24.	Awards and recognition(staff and students)	✓			
25.	Stock register	✓			
26.	Dept. library register, lib. Book issue register	✓			
27.	Student's attendance register, late register ,sick register	✓			
28.	Annual academic report	✓			
29.	Students placement details	✓			
30.	Qualifying examination (SET, NET)	Nil			
31.	Students progressing higher education	✓			
32.	Board of studies, Evaluation process, question setting	✓			
33.	Alumni details	✓			
34.	PTA details	✓			
35.	Circulars(college, university)	✓			
36.	Rank list	✓			
37.	Mentor Mentee	✓			
38.	Laboratory manual for all courses (science)	✓			
39.	Remedial classes conducted for students	✓			
40.	Feedback(online)	✓			
41.	MoU details	Nil			
42.	Academic Plan	✓			
43.	Vision Mission	✓			
44.	Department Policies	✓			
45.	Elective paper allocation details	✓			
46.	Scholar's details in research departments	✓			



# MUSLIM ARTS COLLEGE

(Affiliated to Muhammasiam Sundararam University, Thiruvelli)  
Achalamandapam, Thiruvethanore - 620 174, K.A. Dist.

INTERNAL QUALITY ASSURANCE CELL

(IQAC)

## Remarks/ Suggestions:

The record of furniture and ~~stock~~ stocks are in a good order.

There is a proper maintenance of curriculum planning, workload, work diary and matter tractable.

Dr. R.S. Deyy, M.A., M.Phil., M.Ed.  
Assistant Professor  
Department of Zoology  
Sree Devi Suman Womens College  
Poruthurai, Kanyakumari Dist., Tamil Nadu.

Signature of External Auditor



# MUSLIM ARTS COLLEGE

(Affiliated to Marhammalam Sundaranar University, Tiruchelvi)  
Azhaglamandapam, Thiruvithancode - 622 174, K.K. Dist.

INTERNAL QUALITY ASSURANCE CELL

(IQAC)

## IQAC EXTERNAL ACADEMIC AUDIT

Name of Auditor: *Dr. R.S. Aramp.*

Date: *29/05/2019*

Designation & Address: *Assistant Professor  
Sri Sri Aishwari Women's College.*

Department: *Commerce.*

Sl.No	Files	Good	Satisfactory	Poor	Not ready
1.	Academic Calendar	✓			
2.	Syllabus	✓			
3.	Dept. meeting Minutes	✓			
4.	Dept. Activities	✓			
5.	Work load	✓			
6.	Work allocation	✓			
7.	Master Time table	✓			
8.	Field work/ project/Internship	✓			
9.	List of courses	✓			
10.	Students name list(Data entry sheet)		✓		
11.	Student's category list (SC, ST, OC, BC....)		✓		
12.	Teachers list (Resume, certificate copies, publication,)	✓			
13.	Internal exam timetable, question paper, mark statement, university mark statement, result analysis, Internal answer sheet	✓			
14.	Programme outcome, course outcome	✓			
15.	Pass percentage	✓			
16.	Online survey Excel for students (print out)	✓			
17.	Work diary		✓		
18.	Outgoing students list	✓			
19.	Government fund project	✓			
20.	Seminar, workshop, conferences conducted by department	✓			
21.	Paper publication in journals (hard and soft copies)		✓		
22.	Book publication in conferences/ proceedings	✓			
23.	Extension activities	✓			



# MUSLIM ARTS COLLEGE

(Affiliated to Mahanarayan Sundararaj University, Tiruchervellur)  
Azhagalemampam, Thiruvethanur - 626 174, K.R. Dist.

INTERNAL QUALITY ASSURANCE CELL

(IQAC)

24.	Awards and recognition(staff and students)	✓			
25.	Stock register	✓			
26.	Dept. library register, lib. Book issue register	✓			
27.	Student's attendance register, late register, sick register		✓		
28.	Annual academic report		✓		
29.	Students placement details	✓			
30.	Qualifying examination (SET, NET)	✓			
31.	Students progressing higher education		✓		
32.	Board of studies, Evaluation process, question setting	✓			
33.	Alumni details	✓			
34.	PTA details	✓			
35.	Circulars(college, university)	✓			
36.	Rank list	✓			
37.	Mentor Mentee	✓			
38.	Laboratory manual for all courses (science)	Not			
39.	Remedial classes conducted for students		✓		
40.	Feedback(online)	✓			
41.	MoU details		✓		
42.	Academic Plan	✓			
43.	Vision Mission	✓			
44.	Department Policies	✓	✓		
45.	Elective paper allocation details	✓			
46.	Scholar's details in research departments	✓			



# MUSLIM ARTS COLLEGE

(Affiliated to Manonmaniam Sundaranar University, Tirunelveli)  
Azhagameendapam, Thiruvithancode - 620 174, K.K. Dist.

INTERNAL QUALITY ASSURANCE CELL

(IQAC)

## Remarks/ Suggestions:

A summary report for remedial classes targeting slow learners needs to be generated.

The faculty Profile is impeccable.

Dr. R.S. Chitra, M.A., M.Phil., Ph.D.  
- Assistant Professor  
Department of Zoology  
Sree Devi Ezhum Women's College  
Puthuthurai, Ramanakumari Dist - Taluk Padur

Signature of External Auditor



# MUSLIM ARTS COLLEGE

(Affiliated to Maryamathilam Sathyanarayana University, Tirunelveli)  
Achuthanandapuram, Thiruvilhanthi - 620 174, K. K. Dist.

INTERNAL QUALITY ASSURANCE CELL

(IQAC)

## IQAC EXTERNAL ACADEMIC AUDIT

Name of Auditor: *Dr. R. S. Shriya*

Date: *29/03/2019*

Designation & Address: *Assistant Professor  
Sree-Devi Krishna College*

Department : *BBA*

SLNo	Files	Good	Satisfactory	Poor	Not ready
1.	Academic Calendar	✓			
2.	Syllabus	✓			
3.	Dept. meeting Minutes	✓			
4.	Dept. Activities		✓		
5.	Work load	✓			
6.	Work allocation	✓			
7.	Master Time table	✓			
8.	Field work/ project/ Internship	✓			
9.	List of courses		✓		
10.	Students name list(Data entry sheet)	✓			
11.	Student's category list (SC, ST, OC, BC...)	✓			
12.	Teachers list (Resume, certificate copies, publication.)		✓		
13.	Internal exam timetable, question paper, mark statement, university mark statement, result analysis, Internal answer sheet	✓			
14.	Programme outcome, course outcome	✓			
15.	Pass percentage	✓			
16.	Online survey Excel for students (print out)		✓		
17.	Work diary		✓		
18.	Outgoing students list	✓			
19.	Government fund project	NIL			
20.	Seminar, workshop, conferences conducted by department			✓	
21.	Paper publication in journals (hard and soft copies)				✓
22.	Book publication in conferences/ proceedings				✓
23.	Extension activities	✓			



# MUSLIM ARTS COLLEGE

(Affiliated to Periyar Maniammai University, Tiruchirappalli)  
Azhagamandapam, Thiruvananthapuram - 620 174, K.M. Dist.

INTERNAL QUALITY ASSURANCE CELL

(IQAC)

24.	Awards and recognition(staff and students)	Nil			
25.	Stock register	✓			
26.	Dept. library register, lib. Book issue register	✓			
27.	Student's attendance register, late register, sick register	✓			
28.	Annual academic report		✓		
29.	Students placement details			✓	
30.	Qualifying examination (SET, NET)	Nil			
31.	Students progressing higher education		✓		
32.	Board of studies, Evaluation process, question setting				✓
33.	Alumni details		✓		
34.	PFA details	✓			
35.	Circulars(college, university)	✓			
36.	Rank list		✓		
37.	Mentor Mentee	✓			
38.	Laboratory manual for all courses (science)	Nil			
39.	Remedial classes conducted for students	✓			
40.	Feedback(online)	✓			
41.	MoU details	Nil			
42.	Academic Plan		✓		
43.	Vision Mission	✓			
44.	Department Policies	✓			
45.	Elective paper allocation details	✓			
46.	Scholar's details in research departments	✓			



Remarks/ Suggestions:

Curriculum Planning is effectively done

Faculty members are encouraged to improve their e-contents.

Dr. R.S. Dhanesha, M.A., M.Phil., M.Ed.  
Assistant Professor  
Department of Zoology  
Sree Devi Kumari Womens College  
Puducherry, Karaikal Dist., Union India

Signature of External Auditor



# MUSLIM ARTS COLLEGE

(Affiliated to Narayanaiah Sundararam University, Tirunelveli)  
Achegemmanampam, Thiruvananthapuram - 629 174, K.K. Dist.

INTERNAL QUALITY ASSURANCE CELL

(IQAC)

## IQAC EXTERNAL ACADEMIC AUDIT

Name of Auditor: *Dr. R.S. Divya*

Date: *29/03/2019*

Designation & Address: *Assistant Professor,  
Vee Vee College, Kuppam Women's College.*

Department: *Fashion Technology*

Sl.No	Files	Good	Satisfactory	Poor	Not ready
1.	Academic Calendar	✓			
2.	Syllabus	✓			
3.	Dept. meeting Minutes	✓			
4.	Dept. Activities	✓			
5.	Work load	✓			
6.	Work allocation	✓			
7.	Master Time table	✓			
8.	Field work/ project/internship	✓			
9.	List of courses	✓			
10.	Students name list(Data entry sheet)	✓			
11.	Student's category list (SC, ST, OC, BC...)	✓			
12.	Teachers list (Resume, certificate copies, publication,)	✓			
13.	Internal exam timetable, question paper, mark statement, university mark statement, result analysis, Internal answer sheet	✓			
14.	Programme outcome, course outcome	✓			
15.	Pass percentage	✓			
16.	Online survey Excel for students (print out)				✓
17.	Work diary		✓		
18.	Outgoing students list	✓			
19.	Government fund project	Nil			
20.	Seminar, workshop, conferences conducted by department	✓			
21.	Paper publication in journals (hard and soft copies)	Nil			
22.	Book publication in conferences/ proceedings	Nil			
23.	Extension activities	✓			



# MUSLIM ARTS COLLEGE

(Affiliated to Mambanmam Sunjarana University, Truvethi)  
Azhagumondapam, Thiruvithancode - 629 174, K.K. Dist.

INTERNAL QUALITY ASSURANCE CELL

(IQAC)

24.	Awards and recognition(staff and students)	Nil			
25.	Stock register	✓			
26.	Dept. library register, lib. Book issue register	✓			
27.	Student's attendance register, late register ,sick register	✓			
28.	Annual academic report				✓
29.	Students placement details		✓		
30.	Qualifying examination (SET, NET)				
31.	Students progressing higher education		✓		
32.	Board of studies, Evaluation process, question setting	✓			
33.	Alumni details	✓			
34.	PTA details	✓			
35.	Circulars(college, university)	✓			
36.	Rank list	✓			
37.	Mentor Mentee	✓			
38.	Laboratory manual for all courses (science)	✓			
39.	Remedial classes conducted for students		✓		
40.	Feedback(online)	✓			
41.	MoU details	Nil			
42.	Academic Plan				✓
43.	Vision Mission	✓			
44.	Department Policies				✓
45.	Elective paper allocation details	✓			
46.	Scholar's details in research departments	✓			



# MUSLIM ARTS COLLEGE

(Affiliated to Mahatma Jyoti Basu University, Thiruvananthapuram)  
Achaglamandayam, Thiruvananthapuram - 620 114, K.K. Dist.

INTERNAL QUALITY ASSURANCE CELL

(IQAC)

## Remarks/ Suggestions:

Proper maintenance of work load and master time table is highly evident. Faculty members are encouraged to actively participate in future FDP Programmes.

Dr. R.S. Dhroya, B.Sc. M.A. Ph.D.  
- Assistant Professor  
Department of Zoology  
Sree Devi Kumari Women's College  
Puthuchira, Kanyakumari Dist., Tamil Nadu.

Signature of External Auditor



Date: 13/03/2023

## IQAC INTERNAL ACADEMIC AUDIT

Name of Auditor: Mrs. H. Jeeva

Department: Tamil

SlNo	Files	Good	Satisfactory	Poor	Not ready
1.	Academic Calendar	✓			
2.	Syllabus	✓			
3.	Dept. meeting Minutes	✓			
4.	Dept. Activities		✓		
5.	Work load	✓			
6.	Work allocation	✓			
7.	Master Time table	✓			
8.	Field work/ project/internship		✓		
9.	List of courses	✓			
10.	Student's name list(Data entry sheet)	✓			
11.	Student's category list (SC, ST, OC, BC....)		✓		
12.	Teachers list (Resume, certificate copies, publication...)		✓		
13.	Internal exam timetable, question paper, mark statement, university mark statement, result analysis, Internal answer sheet	✓			
14.	Programme outcome, course outcome	✓			
15.	Pass percentage	✓			
16.	Online survey Excel for students (print out)	✓			
17.	Work diary		✓		
18.	Outgoing students list	✓			
19.	Government fund project	Not			
20.	Seminar, workshop, conferences conducted by department		✓		
21.	Paper publication in journals (hard and soft copies)		✓		
22.	Book publication in conferences/ proceedings	Not	✓		



# MUSLIM ARTS COLLEGE

(Affiliated to Mahanambam Sreekrishna University, Thiruvellur)  
Ashagamundapuram, Thiruvillanur - 629 174, K.R. Dist.

INTERNAL QUALITY ASSURANCE CELL

(IQAC)

23.	Extension activities		✓		
24.	Awards and recognition (staff and students)		✓		
25.	Stock register	✓			
26.	Dept. library register, lib. Book issue register	✓			
27.	Student's attendance register, late register, sick register	✓			
28.	Annual academic report		✓		
29.	Students placement details			✓	
30.	Qualifying examination (SET, NET)	✓			
31.	Students progressing higher education	✓			
32.	Board of studies, Evaluation process, question setting		✓		
33.	Alumni details		✓		
34.	PTA details		✓		
35.	Circulars(college, university)	✓			
36.	Rank list		✓		
37.	Mentor Merit		✓		
38.	Laboratory manual for all courses (science)	Not			
39.	Remedial classes conducted for students	✓			
40.	Feedback(online)	✓			
41.	MoU details	Not			
42.	Academic Plan		✓		
43.	Vision Mission		✓		
44.	Department Policies		✓		
45.	Elective paper allocation details	✓			
46.	Scholar's details in research departments	✓			

1-10/11/2019  
18/11/2019



# MUSLIM ARTS COLLEGE

(Affiliated to Mar Ivanios College University, Thrissur)  
Acharyapattanam, Thiruvananthapuram - 620 174, K.R. DIST.

INTERNAL QUALITY ASSURANCE CELL

(IQAC)

Date: 13.03.2024

## IQAC INTERNAL ACADEMIC AUDIT

Name of Auditor: *Dr. T. Kumaran*

Department: *English*

Sl.No	Files	Good	Satisfactory	Poor	Not ready
1.	Academic Calendar	✓			
2.	Syllabus	✓			
3.	Dept. meeting Minutes	✓			
4.	Dept. Activities	✓			
5.	Work load	✓			
6.	Work allocation	✓			
7.	Master Time table	✓			
8.	Field work/ project/internship	✓			
9.	List of courses	✓			
10.	Student's name list(Data entry sheet)	✓			
11.	Student's category list (SC, ST, OC, BC...)	✓			
12.	Teachers list (Resume, certificate copies, publication...)	✓			
13.	Internal exam timetable, question paper, mark statement, university mark statement, result analysis, Internal answer sheet	✓			
14.	Programs outcome, course outcome	✓			
15.	Pass percentage	✓			
16.	Online survey Excel for students (print out)	✓			
17.	Work diary	✓			
18.	Outgoing students list	✓			
19.	Government fund project	Nil			
20.	Seminar, workshop, conferences conducted by department	✓			
21.	Paper publication in journals (hard and soft copies)	✓			
22.	Book publication in conferences/proceedings	✓			



# MUSLIM ARTS COLLEGE

(Affiliated to Mahanagarium Sundararam University, Tirunelveli)  
Azhagiamedupam, Thiruvithancode - 629 174, K. K. Dist.

INTERNAL QUALITY ASSURANCE CELL

(IQAC)

23.	Extension activities	✓			
24.	Awards and recognition (staff and students)		✓		
25.	Stock register	✓			
26.	Dept. library register, lib. Book issue register	✓			
27.	Student's attendance register, late register, sick register	✓			
28.	Annual academic report	✓			
29.	Students placement details	✓			
30.	Qualifying examination (SET, NET)		✓		
31.	Students progressing higher education	✓			
32.	Board of studies, Evaluation process, question setting	✓			
33.	Alumni details	✓			
34.	PTA details	✓			
35.	Circulars(college, university)	✓			
36.	Rank list	✓			
37.	Mentor Mentee	✓			
38.	Laboratory manual for all courses (science)	Nil			
39.	Remedial classes conducted for students		✓		
40.	Feedback(online)	✓			
41.	MoU details	✓			
42.	Academic Plan	✓			
43.	Vision Mission	✓			
44.	Department Policies	✓			
45.	Elective paper allocation details	✓			
46.	Scholar's details in research departments	✓			

12/10/2023

11



# MUSLIM ARTS COLLEGE

(Affiliated to Mahachandran Sundararaj University, Tirunelveli)  
Azhagiyanandapuram, Thiruvithankode - 628 134, K.N. Dist.

INTERNAL QUALITY ASSURANCE CELL

(IQAC)

Date: 14-03-2022

## IQAC INTERNAL ACADEMIC AUDIT

Name of Auditor: T. Shesin Mary

Department: Arabic

Sl.No	Files	Good	Satisfactory	Poor	Not ready
1.	Academic Calendar	✓			
2.	Syllabus	✓			
3.	Dept. meeting Minutes	✓			
4.	Dept. Activities		✓		
5.	Work load	✓			
6.	Work allocation		✓		
7.	Master Time table	✓			
8.	Field work/ project/internship	✓			
9.	List of courses	✓			
10.	Student's name list(Data entry sheet)	✓			
11.	Student's category list (SC, ST, OC, BC....)	✓			
12.	Teachers list (Resume, certificate copies, publication...)		✓		
13.	Internal exam timetable, question paper, mark statement, university mark statement, result analysis, Internal answer sheet	✓			
14.	Programme outcome, course outcome	✓			
15.	Pass percentage	✓			
16.	Online survey Excel for students (print out)	✓			
17.	Work diary	✓			
18.	Outgoing students list	✓			
19.	Government fund project				✓
20.	Seminar, workshop, conferences conducted by department	✓			
21.	Paper publication in journals (hard and soft copies)	✓			
22.	Book publication in conferences/ proceedings	✓			



# MUSLIM ARTS COLLEGE

(Affiliated to Mahammadiyah Sundarasar University, Tiruchelvi)  
Azhaglamandapam, Thiruvalluvar - 628 174, K.K. Dist.

INTERNAL QUALITY ASSURANCE CELL

(IQAC)

23.	Extension activities	✓			
24.	Awards and recognition (staff and students)		✓		
25.	Stock register	✓			
26.	Dept. library register, lib. Book issue register				✓
27.	Student's attendance register, late register, sick register	✓			
28.	Annual academic report	✓			
29.	Students placement details	✓			
30.	Qualifying examination (SET, NET)	✓			
31.	Students progressing higher education	✓			
32.	Board of studies, Evaluation process, question setting	✓			
33.	Alumni details	✓			
34.	PTA details	✓			
35.	Circulars(college, university)	✓			
36.	Rank list	✓			
37.	Mentor Mentee	✓			
38.	Laboratory manual for all courses (science)	✓			
39.	Remedial classes conducted for students	✓			
40.	Feedback(online)	✓			
41.	MoU details	✓			
42.	Academic Plan	✓			
43.	Vision Mission	✓			
44.	Department Policies	✓			
45.	Elective paper allocation details	✓			
46.	Scholar's details in research departments	✓			

  
19/03/2025



Date: 13/3/2023

**IQAC INTERNAL ACADEMIC AUDIT**Name of Auditor: *Mrs. Shreya Mary*Department: *History*

Sl.No	Files	Good	Satisfactory	Poor	Not ready
1.	Academic Calendar	✓			
2.	Syllabus	✓			
3.	Dept. meeting Minutes	✓			
4.	Dept. Activities	✓			
5.	Work load	✓			
6.	Work allocation	✓			
7.	Master Time table	✓			
8.	Field work/ project/internship		✓		
9.	List of courses	✓			
10.	Student's name list(Data entry sheet)	✓			
11.	Student's category list (SC, ST, OC, BC, ...)	✓			
12.	Teachers list (Resume, certificate copies, publication...)	✓			
13.	Internal exam timetable, question paper, mark statement, university mark statement, result analysis, Internal answer sheet	✓			
14.	Programme outcome, course outcome	✓			
15.	Pass percentage	✓			
16.	Online survey Excel for students (print out)	✓			
17.	Work diary	✓			
18.	Outgoing students list	✓			
19.	Government fund project	NIL			
20.	Seminar, workshop, conferences conducted by department	✓			
21.	Paper publication in journals (hard and soft copies)		✓		
22.	Book publication in conferences/proceedings		✓		



23.	Extension activities	✓			
24.	Awards and recognition (staff and students)		✓		
25.	Stock register	✓			
26.	Dept. library register, lib. Book issue register	✓			
27.	Student's attendance register, late register, sick register	✓			
28.	Annual academic report		✓		
29.	Students placement details	Nil			
30.	Qualifying examination (SET, NET)	Nil			
31.	Students progressing higher education		✓		
32.	Board of studies, Evaluation process, question setting		✓		
33.	Alumni details	✓			
34.	PTA details	✓			
35.	Circulars(college, university)	✓			
36.	Rank list	Nil			
37.	Mentor Mentee	✓			
38.	Laboratory manual for all courses (science)	-			
39.	Remedial classes conducted for students		✓		
40.	Feedback(online)		✓		
41.	MoU details		✓		
42.	Academic Plan		✓		
43.	Vision Mission		✓		
44.	Department Policies	✓			
45.	Elective paper allocation details	✓			
46.	Scholar's details in research departments	✓			

*Chand*  
2/03/2023



# MUSLIM ARTS COLLEGE

(Affiliated to Hancornamun Sunandana University, Tirunelveli)  
Azhagameenpalam, Thiruvithancode - 629 174, K.K. DIST.

INTERNAL QUALITY ASSURANCE CELL

(IQAC)

Date: 14/3/2023

## IQAC INTERNAL ACADEMIC AUDIT

Name of Auditor: *Dr. B.S. Sathya*

Department: *public administration*

Sl.No	Files	Good	Satisfactory	Poor	Not ready
1.	Academic Calendar	✓			
2.	Syllabus	✓			
3.	Dept. meeting Minutes	✓			
4.	Dept. Activities	✓			
5.	Work load	✓			
6.	Work allocation	✓			
7.	Master Time table	✓			
8.	Field work/ project/internship		✓		
9.	List of courses	✓			
10.	Student's name list(Data entry sheet)	✓			
11.	Student's category list (SC, ST, OC, BC...)	✓			
12.	Teachers list (Resume, certificate copies, publication...)	✓			
13.	Internal exam timetable, question paper, mark statement, university mark statement, result analysis, Internal answer sheet	✓			
14.	Programme outcome, course outcome	✓			
15.	Pass percentage	✓			
16.	Online survey Excel for students (print out)	✓			
17.	Work diary				
18.	Outgoing students list	✓			
19.	Government fund project	✓			
20.	Seminar, workshop, conferences conducted by department	✓			
21.	Paper publication in journals (hard and soft copies)	✓			
22.	Book publication in conferences/ proceedings	✓			



# MUSLIM ARTS COLLEGE

(Affiliated to Mahonmaalam Sundarajar University, Tiruchelvi)  
Azhaganmandapam, Thiruvithancode - 629 174, K.K. Dist.

INTERNAL QUALITY ASSURANCE CELL

(IQAC)

23.	Extension activities	✓			
24.	Awards and recognition (staff and students)	✓			
25.	Stock register	✓			
26.	Dept. library register, lib. Book issue register	✓			
27.	Student's attendance register, late register, sick register	✓			
28.	Annual academic report	✓			
29.	Students placement details	✓			
30.	Qualifying examination (SET, NET)	✓			
31.	Students progressing higher education		✓		
32.	Board of studies, Evaluation process, question setting	✓			
33.	Alumni details	✓			
34.	PTA details	✓			
35.	Circulars(college, university)	✓			
36.	Rank list	✓			
37.	Mentor Mentee	✓			
38.	Laboratory manual for all courses (science)	✓			
39.	Remedial classes conducted for students	✓			
40.	Feedback(online)		✓		
41.	MoU details	✓			
42.	Academic Plan	✓			
43.	Vision Mission	✓			
44.	Department Policies	✓			
45.	Elective paper allocation details	✓			
46.	Scholar's details in research departments	✓			

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14/11/23



# MUSLIM ARTS COLLEGE

(Affiliated to Manonmaniam Sundaranar University, Tirunelveli)  
Azhagiamedupam, Thiruvithancode - 629 174, K.K. Dist.

INTERNAL QUALITY ASSURANCE CELL

IQAC

Date: 15/03/2023

## IQAC INTERNAL ACADEMIC AUDIT

Name of Auditor: DY. G. Seema Gopal

Department: BBA

Sl.No	Files	Good	Satisfactory	Poor	Not ready
1.	Academic Calendar	✓			
2.	Syllabus	✓			
3.	Dept. meeting Minutes	✓			
4.	Dept. Activities	✓			
5.	Work load	✓			
6.	Work allocation	✓			
7.	Master Time table	✓			
8.	Field work/ project/internship		✓		
9.	List of courses	✓			
10.	Student's name list(Data entry sheet)	✓			
11.	Student's category list (SC, ST, OC, BC...)	✓			
12.	Teachers list (Resume, certificate copies, publication...)	✓			
13.	Internal exam timetable, question paper, mark statement, university mark statement, result analysis, Internal answer sheet	✓			
14.	Programme outcome, course outcome	✓			
15.	Pass percentage	✓			
16.	Online survey Excel for students (print out)	✓			
17.	Work diary		✓		
18.	Outgoing students list		✓		
19.	Government fund project	✓			
20.	Seminar, workshop, conferences conducted by department	✓			
21.	Paper publication in journals (hard and soft copies)	✓			
22.	Book publication in conferences/proceedings	✓			




# MUSLIM ARTS COLLEGE

(Affiliated to Hannumaniam Sundararam University, Thiruvellur)  
Ashagamendapam, Thiruvithancode - 629 174, K.K. Dist.

INTERNAL QUALITY ASSURANCE CELL

(IQAC)

23.	Extension activities		✓		
24.	Awards and recognition (staff and students)	✓			
25.	Stock register	✓			
26.	Dept. library register, lib. Book issue register	✓			
27.	Student's attendance register, late register, sick register	✓			
28.	Annual academic report	✓			
29.	Students placement details	✓			
30.	Qualifying examination (SET, NET)	✓			
31.	Students progressing higher education	✓			
32.	Board of studies, Evaluation process, question setting	✓			
33.	Alumni details	✓			
34.	PTA details	✓			
35.	Circulars(college, university)	✓			
36.	Rank list	✓			
37.	Mentor Mentee	✓			
38.	Laboratory manual for all courses (science)	✓			
39.	Remedial classes conducted for students	✓			
40.	Feedback(online)	✓			
41.	MoU details	✓			
42.	Academic Plan	✓			
43.	Vision Mission	✓			
44.	Department Policies	✓			
45.	Elective paper allocation details	✓			
46.	Scholar's details in research departments	✓			

  
15/09/2028



# MUSLIM ARTS COLLEGE

(Affiliated to Mahatma Gandhi Sridharan University, Thuvallur)  
Azhaganandapan, Thiruvithancode - 629 174, K.R. Dist.

INTERNAL QUALITY ASSURANCE CELL

(IQAC)

Date: 17/03/2023

## IQAC INTERNAL ACADEMIC AUDIT

Name of Auditor: Mrs. S. Sunitha (Dept of Maths)

Department: Commerce

Sl.No	Files	Good	Satisfactory	Poor	Not ready
1.	Academic Calendar	✓			
2.	Syllabus	✓			
3.	Dept. meeting Minutes		✓		
4.	Dept. Activities		✓		
5.	Work load	✓			
6.	Work allocation	✓			
7.	Master Time table	✓			
8.	Field work/ project/internship	✓			
9.	List of courses	✓			
10.	Student's name list(Data entry sheet)		✓		
11.	Student's category list (SC, ST, OC, BC....)		✓		
12.	Teachers list (Resume, certificate copies, publication...)	✓			
13.	Internal exam timetable, question paper, mark statement, university mark statement, result analysis, Internal answer sheet	✓			
14.	Programme outcome, course outcome	✓			
15.	Pass percentage	✓			
16.	Online survey Excel for students (print out)		✓		
17.	Work diary		✓		
18.	Outgoing students list		✓		
19.	Government fund project		✓		
20.	Seminar, workshop, conferences conducted by department	✓			
21.	Paper publication in journals (hard and soft copies)	✓			
22.	Book publication in conferences/proceedings		✓		

# MUSLIM ARTS COLLEGE

(Affiliated to Mahatma Jyoti Basu University, Tutukudi)  
Azhagiandanipam, Thiruvithanore - 629 174, K.K. Dist.

INTERNAL QUALITY ASSURANCE CELL

[IQAC]

23.	Extension activities		✓		
24.	Awards and recognition (staff and students)		✓		
25.	Stock register	✓			
26.	Dept. library register, lib. Book issue register	✓			
27.	Student's attendance register, late register, sick register	✓			
28.	Annual academic report		✓		
29.	Students placement details		✓		
30.	Qualifying examination (SET, NET)	Nil			
31.	Students progressing higher education		✓		
32.	Board of studies, Evaluation process, question setting		✓		
33.	Alumni details	✓			
34.	PTA details	✓			
35.	Circulars (college, university)		✓		
36.	Rank list	✓			
37.	Mentor Mentee		✓		
38.	Laboratory manual for all courses (science)		✓		
39.	Remedial classes conducted for students	✓			
40.	Feedback (online)	✓			
41.	MoU details	Nil			
42.	Academic Plan		✓		
43.	Vision Mission		✓		
44.	Department Policies		✓		
45.	Elective paper allocation details		✓		
46.	Scholar's details in research departments		✓		

  
13/9/23



# MUSLIM ARTS COLLEGE

(Affiliated to Hameemullah Sulthana University, Truvanchi)  
Achaglamandapam, Thiruvithanore - 629 174, K. K. DIST.

INTERNAL QUALITY ASSURANCE CELL

(IQAC)

Date: 13/03/2023

## IQAC INTERNAL ACADEMIC AUDIT

Name of Auditor: Mrs. T. Shari Maq (HOD of NBO)

Department: B. Com (C.S)

Sl.No	Files	Good	Satisfactory	Poor	Not ready
1.	Academic Calendar	✓			
2.	Syllabus	✓			
3.	Dept. meeting Minutes	✓			
4.	Dept. Activities	✓			
5.	Work load	✓			
6.	Work allocation	✓			
7.	Master Time table	✓			
8.	Field work/ project/internship	✓			
9.	List of courses	✓			
10.	Student's name list(Data entry sheet)	✓			
11.	Student's category list (SC, ST, OC, BC...)		✓		
12.	Teachers list (Resume, certificate copies, publication...)	✓			
13.	Internal exam timetable, question paper, mark statement, university mark statement, result analysis, Internal answer sheet	✓			
14.	Programme outcome, course outcome	✓			
15.	Pass percentage	✓			
16.	Online survey Excel for students (print out)	✓			
17.	Work diary		✓		
18.	Outgoing students list	✓			
19.	Government fund project	Nil			
20.	Seminar, workshop, conferences conducted by department	✓			
21.	Paper publication in journals (hard and soft copies)	✓			
22.	Book publication in conferences/proceedings -	✓			

# MUSLIM ARTS COLLEGE

(Affiliated to Pannambur Sundarar University, Tirunelveli)  
Azhagiemandapam, Thiruvithanore - 629 174, K.K. Dist.

INTERNAL QUALITY ASSURANCE CELL

(IQAC)

23.	Extension activities	✓			
24.	Awards and recognition (staff and students)	✓			
25.	Stock register	✓			
26.	Dept. library register, lib. Book issue register	✓			
27.	Student's attendance register, late register, sick register	✓			
28.	Annual academic report	✓			
29.	Students placement details	✓			
30.	Qualifying examination (SET, NET)	No!			
31.	Students progressing higher education		✓		
32.	Board of studies, Evaluation process, question setting		✓		
33.	Alumni details		✓		
34.	PTA details		✓		
35.	Circulars(college, university)	✓			
36.	Rank list	✓			
37.	Mentor Mentee	✓			
38.	Laboratory manual for all courses (science)	✓			
39.	Remedial classes conducted for students	✓			
40.	Feedback(online)	✓			
41.	MoU details	No!			
42.	Academic Plan	✓			
43.	Vision Mission	✓			
44.	Department Policies	✓			
45.	Elective paper allocation details	✓			
46.	Scholar's details in research departments	✓			

  
12/02/2023



## IQAC INTERNAL ACADEMIC AUDIT

Name of Auditor: *Dr. Chaitu Quinsky*

Department: *Mathematics*

SLNo	Files	Good	Satisfactory	Poor	Not ready
1.	Academic Calendar	✓			
2.	Syllabus	✓			
3.	Dept. meeting Minutes	✓			
4.	Dept. Activities	✓			
5.	Work load	✓			
6.	Work allocation	✓			
7.	Master Time table	✓			
8.	Field work/ project/internship	✓			
9.	List of courses	✓			
10.	Student's name list(Data entry sheet)	✓			
11.	Student's category list (SC, ST, OC, BC...)	✓			
12.	Teachers list (Resume, certificate copies, publication...)	✓			
13.	Internal exam timetable, question paper, mark statement, university mark statement, result analysis, Internal answer sheet	✓			
14.	Programme outcome, course outcome	✓			
15.	Pass percentage	✓			
16.	Online survey Excel for students (print out)	✓			
17.	Work diary	✓			
18.	Outgoing students list	✓			
19.	Government fund project	Nil			
20.	Seminar, workshop, conferences conducted by department	✓			
21.	Paper publication in journals (hard and soft copies)	✓			
22.	Book publication in conferences/proceedings	✓			



# MUSLIM ARTS COLLEGE

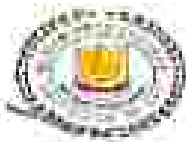
(Affiliated to Mahasarakham Suddhasudhar University, Mahasarakham)  
Achoyalemandapam, Thiruvalluvarcode - 629 174, K.K. Dist.

INTERNAL QUALITY ASSURANCE CELL

(IQAC)

23.	Extension activities	✓			
24.	Awards and recognition (staff and students)	✓			
25.	Stock register	✓			
26.	Dept. library register, lib. Book issue register	✓			
27.	Student's attendance register, Inte register, sick register	✓			
28.	Annual academic report	✓			
29.	Students placement details	✓			
30.	Qualifying examination (SET, NET)	Not			
31.	Students progressing higher education	✓			
32.	Board of studies, Evaluation process, question setting	✓			
33.	Alumni details	✓			
34.	PTA details	✓			
35.	Circulars(college, university)	✓			
36.	Rank list	✓			
37.	Mentor Mentee	✓			
38.	Laboratory manual for all courses (science)	Not			
39.	Remedial classes conducted for students	✓			
40.	Feedback(online)	✓			
41.	MoU details	Not			
42.	Academic Plan	✓			
43.	Vision Mission	✓			
44.	Department Policies	✓			
45.	Elective paper allocation details	✓			
46.	Scholar's details in research departments	Not			

*Abhinav*  
13/02/2023



Date: 14/3/2023

## IQAC INTERNAL ACADEMIC AUDIT

Name of Auditor: *Dr. G. Seema Gopal.*

Department: *physics*

Sl.No	Files	Good	Satisfactory	Poor	Not ready
1.	Academic Calendar	✓			
2.	Syllabus	✓			
3.	Dept. meeting Minutes	✓			
4.	Dept. Activities	✓			
5.	Work load	✓			
6.	Work allocation	✓			
7.	Master Time table	✓			
8.	Field work/ project/internship	✓			
9.	List of courses	✓			
10.	Student's name list(Data entry sheet)	✓			
11.	Student's category list (SC, ST, OC, BC....)	✓			
12.	Teachers list (Resume, certificate copies, publication...)	✓			
13.	Internal exam timetable, question paper, mark statement, university mark statement, result analysis, Internal answer sheet	✓			
14.	Programme outcome, course outcome	✓			
15.	Pass percentage	✓			
16.	Online survey Excel for students (print out)	✓			
17.	Work diary	✓			
18.	Outgoing students list	✓			
19.	Government fund project	✓			
20.	Seminar, workshop, conferences conducted by department	✓			
21.	Paper publication in journals (hard and soft copies)	✓			
22.	Book publication in conferences/proceedings	✓			



# MUSLIM ARTS COLLEGE

(Affiliated to Manonmaniam Sundaranar University, Tirunelveli)  
Achappanmentapam, Thiruvithancode - 620 174, K.K, Dist.

INTERNAL QUALITY ASSURANCE CELL

(IQAC)

23.	Extension activities	✓			
24.	Awards and recognition (staff and students)	✓			
25.	Stock register				
26.	Dept. library register, lib. Book issue register	✓			
27.	Student's attendance register, late register, sick register	✓			
28.	Annual academic report	✓			
29.	Students placement details	✓			
30.	Qualifying examination (SET, NET)	✓			
31.	Students progressing higher education	✓			
32.	Board of studies, Evaluation process, question setting	✓			
33.	Alumni details	✓			
34.	PTA details	✓			
35.	Circulars(college, university)	✓			
36.	Rank list	✓			
37.	Mentor Mentee	✓			
38.	Laboratory manual for all courses (science)	✓			
39.	Remedial classes conducted for students	✓			
40.	Feedback(online)	✓			
41.	MoU details	✓			
42.	Academic Plan	✓			
43.	Vision Mission	✓			
44.	Department Policies	✓			
45.	Elective paper allocation details	✓			
46.	Scholar's details in research departments	✓			

  
14/03/2023



# MUSLIM ARTS COLLEGE

(Affiliated to Mahanambam Sundararam University, Tirunelveli)  
Azhagiamedapam, Thiruvithancode - 626 174, K.K. Dist.

INTERNAL QUALITY ASSURANCE CELL

(IQAC)

Date: 14.08.2023

## IQAC INTERNAL ACADEMIC AUDIT

Name of Auditor: Dr. Charles Queenly

Department: Chemistry

Sl.No	Files	Good	Satisfactory	Poor	Not ready
1.	Academic Calendar	✓			
2.	Syllabus	✓			
3.	Dept. meeting Minutes	✓			
4.	Dept. Activities	✓			
5.	Work load	✓			
6.	Work allocation	✓			
7.	Master Time table	✓			
8.	Field work/ project/internship	✓			
9.	List of courses	✓			
10.	Student's name list(Data entry sheet)	✓			
11.	Student's category list (SC, ST, OC, BC...)	✓			
12.	Teachers list (Resume, certificate copies, publication...)	✓			
13.	Internal exam timetable, question paper, mark statement, university mark statement, result analysis, Internal answer sheet	✓			
14.	Programme outcome, course outcome	✓			
15.	Pass percentage	✓			
16.	Online survey Excel for students (print out)	✓			
17.	Work diary	✓			
18.	Outgoing students list	✓			
19.	Government fund project	N/A			
20.	Seminar, workshop, conferences conducted by department	✓			
21.	Paper publication in journals (hard and soft copies)	✓			
22.	Book publication in conferences/proceedings	✓			



# MUSLIM ARTS COLLEGE

(Affiliated to Mahanambam Sundararaj University, Tirunelveli)  
Azhagiemandapam, Thiruvithancode - 629 174, K.K. Dist.

INTERNAL QUALITY ASSURANCE CELL

(IQAC)

23.	Extension activities	✓			
24.	Awards and recognition (staff and students)	✓			
25.	Stock register	✓			
26.	Dept. library register, lib. Book issue register	✓			
27.	Student's attendance register, late register, sick register	✓			
28.	Annual academic report	✓			
29.	Students placement details	✓			
30.	Qualifying examination (SET, NET)	Nil			
31.	Students progressing higher education	✓			
32.	Board of studies, Evaluation process, question setting	✓			
33.	Alumni details	✓			
34.	PTA details	✓			
35.	Circulars(college, university)	✓			
36.	Rank list	Nil			
37.	Mentor Mentee	✓			
38.	Laboratory manual for all courses (science)	Nil			
39.	Remedial classes conducted for students	✓			
40.	Feedback(online)	✓			
41.	MoU details	Nil			
42.	Academic Plan	✓			
43.	Vision Mission	✓			
44.	Department Policies	✓			
45.	Elective paper allocation details	✓			
46.	Scholar's details in research departments	Nil			

*Adarsh*  
14/03/2023



# MUSLIM ARTS COLLEGE

(Affiliated to Husein Sastranegara University, Timahpele)  
Arahgammedapam, Thiruvithancode - 605 174, K.K. DIST.

INTERNAL QUALITY ASSURANCE CELL

(IQAC)

Date: 14/03/2023

## IQAC INTERNAL ACADEMIC AUDIT

Name of Auditor: *Ph.D. Dr. P. Soema Gobal*

Department: *Zoology*

Sl.No	Files	Good	Satisfactory	Poor	Not ready
1.	Academic Calendar	✓			
2.	Syllabus	✓			
3.	Dept. meeting Minutes	✓			
4.	Dept. Activities	✓			
5.	Work load	✓			
6.	Work allocation	✓			
7.	Master Time table	✓			
8.	Field work/ project/internship	✓			
9.	List of courses	✓			
10.	Student's name list (Data entry sheet)	✓			
11.	Student's category list (SC, ST, OC, HC....)	✓			
12.	Teachers list (Resume, certificate copies, publication...)				
13.	Internal exam timetable, question paper, mark statement, university mark statement, result analysis, Internal answer sheet	✓			
14.	Programme outcome, course outcome	✓			
15.	Pass percentage	✓			
16.	Online survey Excel for students (print out)	✓			
17.	Work diary	✓			
18.	Outgoing students list	✓			
19.	Government fund project	✓			
20.	Seminar, workshop, conferences conducted by department	✓			
21.	Paper publication in journals (hard and soft copies)	✓			
22.	Book publication in conferences/proceedings	✓			

# MUSLIM ARTS COLLEGE

(Affiliated to Mahammaniam Sundararaj University, Tiruchirappalli)  
Athangalamangalam, Thiruvithankode - 629 174, K.F. Dist.

INTERNAL QUALITY ASSURANCE CELL

(IQAC)

23.	Extensim activities		✓		
24.	Awards and recognition (staff and students)		✓		
25.	Stock register	✓			
26.	Dept. library register, lib. Book issue register	✓			
27.	Student's attendance register, late register, sick register	✓			
28.	Annual academic report	✓			
29.	Students placement details	✓			
30.	Qualifying examination (SET, NET)	✓			
31.	Students progressing higher education	✓			
32.	Board of studies, Evaluation process, question setting	✓			
33.	Alumni details	✓			
34.	PTA details	✓			
35.	Circulars(college, university)	✓			
36.	Rank list	✓			
37.	Mentor Mentee	✓			
38.	Laboratory manual for all courses (science)	✓			
39.	Remedial classes conducted for students	✓			
40.	Feedback(online)	✓			
41.	MoU details	✓			
42.	Academic Plan	✓			
43.	Vision Mission	✓			
44.	Department Policies	✓			
45.	Elective paper allocation details	✓			
46.	Scholar's details in research departments	✓			

  
10/08/2023



# MUSLIM ARTS COLLEGE

(Affiliated to Mahacharyulu Sundararam University, Tirunelveli)  
Achaglamandapam, Thiruvananthapuram - 626 174, K.K. Dist.

INTERNAL QUALITY ASSURANCE CELL

(IQAC)

Date: 14/03/2023

## IQAC INTERNAL ACADEMIC AUDIT

Name of Auditor: Mrs. Madhu Julia (Head of Computer Science)

Department: N.E.D.

Sl.No	Files	Good	Satisfactory	Poor	Not ready
1.	Academic Calendar	✓			
2.	Syllabus	✓			
3.	Dept. meeting Minutes	✓			
4.	Dept. Activities	✓			
5.	Work load	✓			
6.	Work allocation	✓			
7.	Master Time table	✓			
8.	Field work/ project/internship	✓			
9.	List of courses	✓			
10.	Student's name list(Data entry sheet)	✓			
11.	Student's category list (SC, ST, OC, BC...)	✓			
12.	Teachers list (Resume, certificate copies, publication...)	✓			
13.	Internal exam timetable, question paper, mark statement, university mark statement, result analysis, internal answer sheet	✓			
14.	Programme outcome, course outcome	✓			
15.	Pass percentage	✓			
16.	Online survey Excel for students (print out)	✓			
17.	Work diary	✓			
18.	Outgoing students list	✓			
19.	Government fund project	NA			
20.	Seminar, workshop, conferences conducted by department	✓			
21.	Paper publication in journals (hard and soft copies)	✓			
22.	Book publication in conferences/proceedings	✓			

# MUSLIM ARTS COLLEGE

(Affiliated to Mahatma Jyoti Bapu University, Thiruvananthapuram)  
 Achagimandapam, Thiruvithancode - 629 174, K.K. Dist.

INTERNAL QUALITY ASSURANCE CELL

(IQAC)

23.	Extension activities	✓			
24.	Awards and recognition (staff and students)	✓			
25.	Stock register	✓			
26.	Dept. library register, lib. Book issue register	✓			
27.	Student's attendance register, late register, sick register	✓			
28.	Annual academic report	✓			
29.	Students placement details	✓			
30.	Qualifying examination (SET, NET)	✓			
31.	Students progressing higher education	✓			
32.	Board of studies, Evaluation process, question setting	✓			
33.	Alumni details	✓			
34.	PTA details	✓			
35.	Circulars(college, university)	✓			
36.	Rank list	✓			
37.	Mentor Mentee	✓			
38.	Laboratory manual for all courses (science)	✓			
39.	Remedial classes conducted for students	✓			
40.	Feedback(online)	✓			
41.	MoU details	✓			
42.	Academic Plan	✓			
43.	Vision Mission	✓			
44.	Department Policies	✓			
45.	Elective paper allocation details	✓			
46.	Scholar's details in research departments	✓			

*Shahid*  
 14/03/2023



Date: 14/03/2023

**IQAC INTERNAL ACADEMIC AUDIT**Name of Auditor: *Dr. T. Miri*Department: *Fashion Technology*

SLNo	Files	Good	Satisfactory	Poor	Not ready
1.	Academic Calendar	✓			
2.	Syllabus	✓			
3.	Dept. meeting Minutes	✓			
4.	Dept. Activities	✓			
5.	Work load	✓			
6.	Work allocation	✓			
7.	Master Time table	✓			
8.	Field work/ project/internship	✓			
9.	List of courses	✓			
10.	Student's name list(Data entry sheet)	✓			
11.	Student's category list (SC, ST, OC, BC....)	✓			
12.	Teachers list (Resume, certificate copies, publication...)	✓			
13.	Internal exam timetable, question paper, mark statement, university mark statement, result analysis, Internal answer sheet	✓			
14.	Programme outcome, course outcome	✓			
15.	Pass percentage	✓			
16.	Online survey Excel for students (print out)	✓			
17.	Work diary	✓			
18.	Outgoing students list	✓			
19.	Government fund project	✓			
20.	Seminar, workshop, conferences conducted by department	✓			
21.	Paper publication in journals (hard and soft copies)	✓			
22.	Book publication in conferences/proceedings	✓			



# MUSLIM ARTS COLLEGE

(Affiliated to Manonmaniam Sundaranar University, Tirunelveli)  
Azhagiambadapuram, Thiruviththancode - 628 174, K.R. Dist.

INTERNAL QUALITY ASSURANCE CELL

(IQAC)

23.	Extension activities	✓			
24.	Awards and recognition (staff and students)	✓			
25.	Stock register	✓			
26.	Dept. library register, lib. Book issue register	✓			
27.	Student's attendance register, late register, sick register	✓			
28.	Annual academic report	✓			
29.	Students placement details	✓			
30.	Qualifying examination (SET, NET)	✓			
31.	Students progressing higher education	✓			
32.	Board of studies, Evaluation process, question setting	✓			
33.	Alumni details	✓			
34.	PTA details	✓			
35.	Circulars(college, university)	✓			
36.	Rank list	✓			
37.	Mentor Mentee	✓			
38.	Laboratory manual for all courses (science)	✓			
39.	Remedial classes conducted for students	✓			
40.	Feedback(online)	✓			
41.	MoU details	✓			
42.	Academic Plan	✓			
43.	Vision Mission	✓			
44.	Department Policies	✓			
45.	Elective paper allocation details	✓			
46.	Scholar's details in research departments	✓			

  
14/02/2023



Date: 13/03/2023

**IQAC INTERNAL ACADEMIC AUDIT**

Name of Auditor: Dr. S. Vijeta Sasmin (Dept. of Zoology)

Department: Computer Science.

SlNo	Files	Good	Satisfactory	Poor	Not ready
1.	Academic Calendar	✓			
2.	Syllabus	✓			
3.	Dept. meeting Minutes	✓			
4.	Dept. Activities	✓			
5.	Work load	✓			
6.	Work allocation	✓			
7.	Master Time table	✓			
8.	Field work/ project/internship	✓			
9.	List of courses	✓			
10.	Student's name list(Data entry sheet)	✓			
11.	Student's category list (SC, ST, OC, BC...)		✓		
12.	Teachers list (Resume, certificate copies, publication...)	✓			
13.	Internal exam timetable, question paper, mark statement, university mark statement, result analysis, Internal answer sheet	✓			
14.	Programme outcome, course outcome	✓			
15.	Pass percentage	✓			
16.	Online survey Excel for students (print out)	✓			
17.	Work diary	✓			
18.	Outgoing students list	✓			
19.	Government fund project	Not			
20.	Seminar, workshop, conferences conducted by department		✓		
21.	Paper publication in journals (hard and soft copies)	✓			
22.	Book publication in conferences/proceedings		✓		



# MUSLIM ARTS COLLEGE

(Affiliated to Mahatma Gandhi Sundararam University, Thrissur)  
Achagalamandapam, Thiruviltharankode - 620 174, K.K. Dist.

INTERNAL QUALITY ASSURANCE CELL

(IQAC)

23.	Extension activities	✓			
24.	Awards and recognition (staff and students)		✓		
25.	Stock register	✓			
26.	Dept. library register, lib. Book issue register	✓			
27.	Student's attendance register, late register, sick register		✓		
28.	Annual academic report		✓		
29.	Students placement details	✓			
30.	Qualifying examination (SET, NET)	Not			
31.	Students progressing higher education		✓		
32.	Board of studies, Evaluation process, question setting		✓		
33.	Alumni details	✓			
34.	PTA details		✓		
35.	Circulars(college, university)	✓			
36.	Rank list	✓			
37.	Mentor Mentee	✓			
38.	Laboratory manual for all courses (science)	✓			
39.	Remedial classes conducted for students		✓		
40.	Feedback(online)	✓			
41.	MoU details	✓			
42.	Academic Plan	✓			
43.	Vision Mission		✓		
44.	Department Policies		✓		
45.	Elective paper allocation details	✓			
46.	Scholar's details in research departments	✓			

*Prof. ...*  
13/13/2023



# MUSLIM ARTS COLLEGE

(Affiliated to Mahatma Gandhi University, Tirunelveli)  
Azhagiinmadhagam, Thiruvithancode - 629 174, K.K. Dist.

INTERNAL QUALITY ASSURANCE CELL

(IQAC)

Date: 14/03/2023

## IQAC INTERNAL ACADEMIC AUDIT

Name of Auditor: Mrs. V.V. Sudha (Dept of N.E.D)

Department: BCA

Sl.No	Files	Good	Satisfactory	Poor	Not ready
1.	Academic Calendar	✓			
2.	Syllabus	✓			
3.	Dept. meeting Minutes		✓		
4.	Dept. Activities	✓			
5.	Work load	✓			
6.	Work allocation	✓			
7.	Master Time table	✓			
8.	Field work/ project/internship		✓		
9.	List of courses	✓			
10.	Student's name list(Data entry sheet)	✓			
11.	Student's category list (SC, ST, OC, BC...)		✓		
12.	Teachers list (Resume, certificate copies, publication...)		✓		
13.	Internal exam timetable, question paper, mark statement, university mark statement, result analysis, Internal answer sheet	✓			
14.	Programme outcome, course outcome	✓			
15.	Pass percentage	✓			
16.	Online survey Excel for students (print out)	✓			
17.	Work diary		✓		
18.	Outgoing students list		✓		
19.	Government fund project	Nil			
20.	Seminar, workshop, conferences conducted by department		✓		
21.	Paper publication in journals (hard and soft copies)	✓			
22.	Book publication in conferences/proceedings	Nil			



# MUSLIM ARTS COLLEGE

(Affiliated to Mahamohammad Saindarana University, Thiruvananthapuram)  
Azhanglemandapam, Thiruvananthapuram - 620 174, K. K. Dist.

INTERNAL QUALITY ASSURANCE CELL

(IQAC)

23.	Extension activities	✓			
24.	Awards and recognition (staff and students)	✓			
25.	Stock register	✓			
26.	Dept. library register, lib. Book issue register	✓			
27.	Student's attendance register, late register, sick register		✓		
28.	Annual academic report		✓		
29.	Students placement details		✓		
30.	Qualifying examination (SET, NET)	Not			
31.	Students progressing higher education		✓		
32.	Board of studies, Evaluation process, question setting		✓		
33.	Alumni details	✓			
34.	PTA details	✓			
35.	Circulars(college, university)		✓		
36.	Rank list			✓	
37.	Mentor Mentee	✓			
38.	Laboratory manual for all courses (science)	✓			
39.	Remedial classes conducted for students	✓			
40.	Feedback(online)	✓			
41.	MoU details	Not			
42.	Academic Plan	✓			
43.	Vision Mission	✓			
44.	Department Policies	✓			
45.	Elective paper allocation details	✓			
46.	Scholar's details in research departments	✓			

*Sandhu*  
14/03/2023



Date: 14/02/2023

**IQAC INTERNAL ACADEMIC AUDIT**Name of Auditor: *Dr. Christo Quirinly*Department: *HMES*

SLNo	Files	Good	Satisfactory	Poor	Not ready
1.	Academic Calendar	✓			
2.	Syllabus	✓			
3.	Dept. meeting Minutes	✓			
4.	Dept. Activities	✓			
5.	Work load	✓			
6.	Work allocation	✓			
7.	Master Time table	✓			
8.	Field work/ project/ internship	✓			
9.	List of courses	✓			
10.	Student's name list(Data entry sheet)	✓			
11.	Student's category list (SC, ST, OC, BC...)	✓			
12.	Teachers list (Resume, certificate copies, publication...)	✓			
13.	Internal exam timetable, question paper, mark statement, university mark statement, result analysis, Internal answer sheet	✓			
14.	Programme outcome, course outcome	✓			
15.	Pass percentage	✓			
16.	Online survey Excel for students (print out)	✓			
17.	Work diary	✓			
18.	Outgoing students list	✓			
19.	Government fund project	Nil			
20.	Seminar, workshop, conferences conducted by department	✓			
21.	Paper publication in journals (hard and soft copies)	✓			
22.	Book publication in conferences/ proceedings	✓			



23.	Extension activities	✓			
24.	Awards and recognition (staff and students)	Not			
25.	Stock register	✓			
26.	Dept. library register, lib. Book issue register	✓			
27.	Student's attendance register, late register sick register	✓			
28.	Annual academic report	✓			
29.	Students placement details	Not			
30.	Qualifying examination (SET, NET)	Not			
31.	Students progressing higher education	✓			
32.	Board of studies; Evaluation process, question setting	✓			
33.	Alumni details	✓			
34.	PTA details	✓			
35.	Circulars(college, university)	✓			
36.	Rank list				
37.	Mentor Mentee	✓			
38.	Laboratory manual for all courses (science)	Not			
39.	Remedial classes conducted for students	✓			
40.	Feedback(online)	✓			
41.	MoU details	Not			
42.	Academic Plan	✓			
43.	Vision Mission	✓			
44.	Department Policies	✓			
45.	Elective paper allocation details	✓			
46.	Scholar's details in research departments	Not			

*Alimamy*  
14/03/2023

**IQAC INTERNAL ACADEMIC AUDIT**Name of Auditor: *Dr. B.S. Sathu*Department: *Visual communication*

SLNo	Files	Good	Satisfactory	Poor	Not ready
1.	Academic Calendar	✓			
2.	Syllabus	✓			
3.	Dept. meeting Minutes		✓		
4.	Dept. Activities	✓			
5.	Work load	✓			
6.	Work allocation	✓			
7.	Master Time table	✓			
8.	Field work/ project/internship		✓		
9.	List of courses		✓		
10.	Student's name list(Data entry sheet)	✓			
11.	Student's category list (SC, ST, OC, BC...)	✓			
12.	Teachers list (Resume, certificate copies, publication...)	✓			
13.	Internal exam timetable, question paper, mark statement, university mark statement, result analysis, Internal answer sheet	✓			
14.	Programme outcome, course outcome	✓			
15.	Pass percentage	✓			
16.	Online survey Excel for students (print out)	✓			
17.	Work diary	✓			
18.	Outgoing students list	✓			
19.	Government fund project	✓			
20.	Seminar, workshop, conferences conducted by department		✓		
21.	Paper publication in Journals (hard and soft copies)	✓			
22.	Book publication in conferences/ proceedings	✓			



# MUSLIM ARTS COLLEGE

(Affiliated to Mahachulalongkornrajavidyalaya University, Trichy)  
Achaglamandepam, Thiruvilhanthi - 629 174, K.A. Dist.

INTERNAL QUALITY ASSURANCE CELL

(IQAC)

23.	Extension activities		✓		
24.	Awards and recognition (staff and students)	-			
25.	Stock register				
26.	Dept. library register, lib. Book issue register		✓		
27.	Student's attendance register, late register, sick register	✓			
28.	Annual academic report		✓		
29.	Students placement details	-			
30.	Qualifying examination (SET, NET)	-			
31.	Students progressing higher education		✓		
32.	Board of studies, Evaluation process, question setting		-		
33.	Alumni details	✓			
34.	PTA details	✓			
35.	Circulars(college, university)		✓		
36.	Rank list	-			
37.	Mentor Mentee	✓			
38.	Laboratory manual for all courses (science)	-			
39.	Remedial classes conducted for students		✓		
40.	Feedback(online)		✓		
41.	MoU details	-			
42.	Academic Plan		✓		
43.	Vision Mission		✓		
44.	Department Policies	✓			
45.	Elective paper allocation details	✓			
46.	Scholar's details in research departments	-			

*Handwritten signature*  
19/15



# MUSLIM ARTS COLLEGE

(Affiliated to Mahabubnagar State Open University, Thrissur)  
Achaglamontapan, Thruvithurcode - 620 124, K.K. Dist.

INTERNAL QUALITY ASSURANCE CELL

(IQAC)

Date: 15/05/2017

## IQAC INTERNAL ACADEMIC AUDIT

Name of Auditor: Mrs S. Sumitha (dept of Maths)

Department: Tamil

Sl.No	Files	Good	Satisfactory	Poor	Not ready
1.	Academic Calendar		✓		
2.	Syllabus	✓			
3.	Dept. meeting Minutes	✓			
4.	Dept. Activities		✓		
5.	Work load	✓			
6.	Work allocation	✓			
7.	Master Time table	✓			
8.	Field work/ project/internship		✓		
9.	List of courses	✓			
10.	Student's name list(Data entry sheet)	✓			
11.	Student's category list (SC, ST, OC, BC...)	✓			
12.	Teachers list (Resume, certificate copies, publication...)	✓			
13.	Internal exam timetable, question paper, mark statement, university mark statement, result analysis, Internal answer sheet	✓			
14.	Programme outcome, course outcome	✓			
15.	Pass percentage	✓			
16.	Online survey Excel for students (print out)	✓			
17.	Work diary		✓		
18.	Outgoing students list	✓			
19.	Government fund project	Not			
20.	Seminar, workshop, conferences conducted by department		✓		
21.	Paper publication in journals (hard and soft copies)		✓		
22.	Book publication in conferences/proceedings	✓			




# MUSLIM ARTS COLLEGE

(Affiliated to Mahatma Jyoti Basu University, Thiruvananthapuram, Thiruvananthapuram - 695 124, K. K. Dist.)

INTERNAL QUALITY ASSURANCE CELL

(IQAC)

23.	Extension activities		✓		
24.	Awards and recognition (staff and students)		✓		
25.	Stock register	✓			
26.	Dept. library register, lib. Book issue register		✓		
27.	Student's attendance register, late register, sick register		✓		
28.	Annual academic report		✓		
29.	Students placement details	Ncl			
30.	Qualifying examination (SET, NET)				
31.	Students progressing higher education		✓		
32.	Board of studies, Evaluation process, question setting	✓			
33.	Alumni details		✓		
34.	PTA details		✓		
35.	Circulars (college, university)		✓		
36.	Rank list				
37.	Mentor-Mentee		✓		
38.	Laboratory manual for all courses (science)	Ncl			
39.	Remedial classes conducted for students		✓		
40.	Feedback (online)		✓		
41.	MoU details	Ncl			
42.	Academic Plan		✓		
43.	Vision Mission		✓		
44.	Department Policies	✓			
45.	Elective paper allocation details	✓			
46.	Scholar's details in research departments	✓			

  
14/3/2019



# MUSLIM ARTS COLLEGE

(Affiliated to Mahatma Jyoti Basu University, Trinamali)  
Acharya Jagadish Chandra Bose, Thiruvithancode - 620 174, K.N. Dindia

INTERNAL QUALITY ASSURANCE CELL

(IQAC)

Date: 14/03/2019

## IQAC INTERNAL ACADEMIC AUDIT

Name of Auditor: Mrs. Rishitha Dasgupta

Department: English

Sl.No	Files	Good	Satisfactory	Poor	Not ready
1.	Academic Calendar	✓			
2.	Syllabus	✓			
3.	Dept. meeting Minutes	✓			
4.	Dept. Activities	✓			
5.	Work load	✓			
6.	Work allocation	✓			
7.	Master Time table	✓			
8.	Field work/ project/internship	✓			
9.	List of courses	✓			
10.	Student's name list(Data entry sheet)	✓			
11.	Student's category list (SC, ST, OC, BC...)	✓			
12.	Teachers list (Resume, certificate copies, publication...)	✓			
13.	Internal exam timetable, question paper, mark statement, university mark statement, result analysis, Internal answer sheet	✓			
14.	Programme outcome, course outcome	✓			
15.	Pass percentage	✓			
16.	Online survey Excel for students (print out)	✓			
17.	Work diary		✓		
18.	Outgoing students list	✓			
19.	Government fund project	Nil			
20.	Seminar, workshop, conferences conducted by department	✓			
21.	Paper publication in journals (hard and soft copies)	✓			
22.	Book publication in conferences/proceedings	✓			



# MUSLIM ARTS COLLEGE

(Affiliated to Mambalam Sundararaj University, Tiruchelvi)  
Azhagiemandapam, Thiruvithancode - 629 174, K.K. Dist.

INTERNAL QUALITY ASSURANCE CELL

(IQAC)

23.	Extension activities		✓		
24.	Awards and recognition (staff and students)		✓		
25.	Stock register	✓			
26.	Dept. library register, lib. Book issue register	✓ ✓			
27.	Student's attendance register, late register, sick register	✓ ✓			
28.	Annual academic report	✓			
29.	Students placement details		✓		
30.	Qualifying examination (SET, NET)		✓		
31.	Students progressing higher education	✓			
32.	Board of studies, Evaluation process, question setting	✓			
33.	Alumni details		✓		
34.	PTA details		✓		
35.	Circulars(college, university)	✓			
36.	Rank list	✓			
37.	Monitor Muntee	✓			
38.	Laboratory manual for all courses (science)	Nil			
39.	Remedial classes conducted for students		✓		
40.	Feedback(online)		✓		
41.	MoU details		✓		
42.	Academic Plan	✓			
43.	Vision Mission	✓			
44.	Department Policies	✓			
45.	Elective paper allocation details	✓			
46.	Scholar's details in research departments	✓			

*[Signature]*  
14/08/2019.



Date: 15-03-2019

**IQAC INTERNAL ACADEMIC AUDIT**

Name of Auditor: T Sherin Mary (HOD, Dept of N&amp;D)

Department: Arabic

Sl.No	Files	Good	Satisfactory	Poor	Not ready
1.	Academic Calendar	✓			
2.	Syllabus	✓			
3.	Dept. meeting Minutes	✓			
4.	Dept. Activities	✓			
5.	Work load	✓			
6.	Work allocation	✓			
7.	Master Time table	✓			
8.	Field work/ project/internship	✓			
9.	List of courses	✓			
10.	Student's name list(Data entry sheet)	✓			
11.	Student's category list (SC, ST, OC, BC, ...)	✓			
12.	Teachers list (Resume, certificate copies, publication...)	✓			
13.	Internal exam timetable, question paper, mark statement, university mark statement, result analysis, Internal answer sheet	✓			
14.	Programme outcome, course outcome	✓			
15.	Pass percentage	✓			
16.	Online survey Excel for students (print out)	✓			
17.	Work diary	✓			
18.	Outgoing students list	✓			
19.	Government fund project		✓		
20.	Seminar, workshop, conferences conducted by department	✓			
21.	Paper publication in journals (hard and soft copies)	✓			
22.	Book publication in conferences/proceedings	✓			



# MUSLIM ARTS COLLEGE

(Affiliated to Manonmaniam Sundaranar University, Tirunelveli)  
Azhaglamandapam, Thiruvithancode - 629 174, K.K. Dist.

INTERNAL QUALITY ASSURANCE CELL

(IQAC)

23.	Extension activities	✓			
24.	Awards and recognition (staff and students)	✓			
25.	Stock register	✓			
26.	Dept. library register, lib. Book issue register	✓			
27.	Student's attendance register, late register, sick register	✓			
28.	Annual academic report	✓			
29.	Students placement details	✓			
30.	Qualifying examination (SET, NET)	✓			
31.	Students progressing higher education	✓			
32.	Board of studies, Evaluation process, question setting	✓			
33.	Alumni details	✓			
34.	PTA details	✓			
35.	Circulars(college, university)	✓			
36.	Rank list	✓			
37.	Mentor Mentee	✓			
38.	Laboratory manual for all courses (science)	✓			
39.	Remedial classes conducted for students	✓			
40.	Feedback(online)	✓			
41.	MoU details	✓			
42.	Academic Plan	✓			
43.	Vision Mission	✓			
44.	Department Policies	✓			
45.	Elective paper allocation details	✓			
46.	Scholar's details in research departments	✓			



# MUSLIM ARTS COLLEGE

(Affiliated to Mahanambam Sanjayana University, Tirunelveli)  
Azhagiemandapam, Thiruvithancode - 629 174, K.K. Dist.

INTERNAL QUALITY ASSURANCE CELL

(IQAC)

Date: 12/3/2019

## IQAC INTERNAL ACADEMIC AUDIT

Name of Auditor: Dr. Jagathush

Department: History

Sl.No	Files	Good	Satisfactory	Poor	Not ready
1.	Academic Calendar	✓			
2.	Syllabus	✓			
3.	Dept. meeting Minutes		✓		
4.	Dept. Activities		✓		
5.	Work load	✓			
6.	Work allocation	✓			
7.	Master Time table	✓			
8.	Field work/ project/Internship		✓		
9.	List of courses	✓			
10.	Student's name list(Data entry sheet)	✓			
11.	Student's category list (SC, ST, OC, BC...)	✓			
12.	Teachers list (Resume, certificate copies, publication...)	✓			
13.	Internal exam timetable, question paper, mark statement, university mark statement, result analysis, Internal answer sheet	✓			
14.	Programme outcome, course outcome	✓			
15.	Pass percentage	✓			
16.	Online survey Excel for students (print out)	✓			
17.	Work diary	✓			
18.	Outgoing students list		✓		
19.	Government fund project	Nil			
20.	Seminar, workshop, conferences conducted by department		✓		
21.	Paper publication in journals (hard and soft copies)		✓		
22.	Book publication in conferences/proceedings		✓		

23.	Extension activities	✓			
24.	Awards and recognition (staff and students)	Nil			
25.	Stock register	✓			
26.	Dept. library register, lib. Book issue register	✓			
27.	Student's attendance register, late register, sick register	✓			
28.	Annual academic report		✓		
29.	Students placement details	Nil			
30.	Qualifying examination (SET, NET)	Nil			
31.	Students progressing higher education	*	✓		
32.	Board of studies, Evaluation process, question setting		✓		
33.	Alumni details	✓			
34.	PTA details	✓			
35.	Circulars(college, university)		✓		
36.	Rank list	Nil			
37.	Mentor Mentee	✓			
38.	Laboratory manual for all courses (science)	Nil			
39.	Remedial classes conducted for students	.	✓		
40.	Feedback(online)		✓		
41.	MoU details	Nil			
42.	Academic Plan		✓		
43.	Vision Mission		✓		
44.	Department Policies		✓		
45.	Elective paper allocation details	✓			
46.	Scholar's details in research departments	✓			

*Handwritten signature and date:*  
19/12/2021



Date: 14/3/2019

## IQAC INTERNAL ACADEMIC AUDIT

Name of Auditor: *MOS T. Shesin Mary*

Department: *public Administration*

Sl.No	Files	Good	Satisfactory	Poor	Not ready
1.	Academic Calendar	✓			
2.	Syllabus		✓		
3.	Dept. meeting Minutes	✓			
4.	Dept. Activities	✓			
5.	Work load	✓			
6.	Work allocation	✓			
7.	Master Time table	✓			
8.	Field work/ project/internship		✓		
9.	List of courses		✓		
10.	Student's name list(Data entry sheet)	✓			
11.	Student's category list (SC, ST, OC, BC...)	✓			
12.	Teachers list (Resume, certificate copies, publication...)	✓			
13.	Internal exam timetable, question paper, mark statement, university mark statement, result analysis, Internal answer sheet	✓			
14.	Programme outcome, course outcome	✓			
15.	Pass percentage	✓			
16.	Online survey excel for students (print out)	✓			
17.	Work diary	✓			
18.	Outgoing students list	✓			
19.	Government fund project	✓			
20.	Seminar, workshop, conferences conducted by department	✓			
21.	Paper publication in journals (hard and soft copies)	✓			
22.	Book publication in conferences/proceedings	✓			

23.	Extension activities	✓		
24.	Awards and recognition (staff and students)	.	✓	
25.	Sick register	✓		
26.	Dept. library register, lib. Book issue register	✓		
27.	Student's attendance register, late register, sick register	✓		
28.	Annual academic report	✓		
29.	Students placement details	✓		
30.	Qualifying examination (SET, NET)	✓		
31.	Students progressing higher education	✓		
32.	Board of studies, Evaluation process, question setting	✓		
33.	Alumni details	✓		
34.	PTA details	✓		
35.	Circulars (college, university)	.	✓	
36.	Rank list	✓		
37.	Mentor Mentee	✓		
38.	Laboratory manual for all courses (science)	✓		
39.	Remedial classes conducted for students		✓	
40.	Feedback (online)		✓	
41.	MoU details		✓	
42.	Academic Plan	✓		
43.	Vacuum Mapping	✓		
44.	Department Policies	✓		
45.	Elective paper allocation details	✓		
46.	Scholar's details in research departments	✓		

*[Signature]*  
14/09/2019



# MUSLIM ARTS COLLEGE

Affiliated to Mahatma Gandhi Sundararam University, Thrissur  
Acharyamanalapuram, Thiruvananthapuram - 610 174, K.C. Dist.

INTERNAL QUALITY ASSURANCE CELA

(IQAC)

Date: 16/03/2019

## IQAC INTERNAL ACADEMIC AUDIT

Name of Auditor: **DY. G. Seema Gopal (HOD, Dept. of History)**

Department: **BBA**

Sl.No	Files	Good	Satisfactory	Poor	Not ready
1.	Academic Calendar	✓			
2.	Syllabus	✓			
3.	Dept. meeting Minutes	✓			
4.	Dept. Activities	✓			
5.	Work load	✓			
6.	Work allocation	✓			
7.	Master Time table	✓			
8.	Field work/ project/ Internship		✓		
9.	List of courses				
10.	Student's name list (Data entry sheet)		✓		
11.	Student's category list (SC, ST, OC, BC...)		✓		
12.	Teachers list (Resume, certificate copies, publication...)	✓			
13.	Internal exam timetable, question paper, mark statement, university mark statement, result analysis, Internal answer sheet		✓		
14.	Programme outcome, course outcome	✓			
15.	Pass percentage	✓			
16.	Online survey Excel for students (print out)	✓			
17.	Work diary				✓
18.	Outgoing students list				✓
19.	Government fund project				✓
20.	Seminar, workshop, conferences conducted by department	✓			
21.	Paper publication in journals (hard and soft copies)	✓			
22.	Book publication in conferences/ proceedings	✓			

23.	Extension activities	✓			
24.	Awards and recognition (staff and students)				✓
25.	Stock register				✓
26.	Dept. library register, lib. Book issue register				✓
27.	Student's attendance register, late register, sick register				✓
28.	Annual academic report				✓
29.	Students placement details		✓		
30.	Qualifying examination (SET, NET)	✓			
31.	Students progressing higher education	✓			
32.	Board of studies, Evaluation process, question setting	✓			
33.	Alumni details	✓			
34.	PTA details	✓			
35.	Circulars(college, university)		✓		
36.	Rank list	✓			
37.	Mentor Mentee	✓			
38.	Laboratory manual for all courses (science)	✓			
39.	Remedial classes conducted for students				✓
40.	Feedback(online)	✓			
41.	MoU details	✓			
42.	Academic Plan				✓
43.	Vision Mission	✓			
44.	Department Policies				✓
45.	Elective paper allocation details	✓			
46.	Scholar's details in research departments	✓			

Gf.  
16/02/2019.



Date: 15/03/2019

## IQAC INTERNAL ACADEMIC AUDIT

Name of Auditor: Dr. G. Suresha Gopal.

Department: Commerce

Sl.No	Files	Good	Satisfactory	Poor	Not ready
1.	Academic Calendar	✓			
2.	Syllabus	✓			
3.	Dept. meeting Minutes		✓		
4.	Dept. Activities		✓		
5.	Work load	✓			
6.	Work allocation	✓			
7.	Master Time table	✓			
8.	Field work/ project/internship		✓		
9.	List of courses	✓			
10.	Student's name list(Data entry sheet)	✓			
11.	Student's category list (SC, ST, OC, BC...)		✓		
12.	Teachers list (Resume, certificate copies, publication...)		✓		
13.	Internal exam timetable, question paper, mark statement, university mark statement, result analysis, Internal answer sheet		✓		
14.	Programme outcome, course outcome	✓			
15.	Pass percentage		✓		
16.	Online survey Excel for students (print out)		✓		
17.	Work diary		✓		
18.	Outgoing students list	✓			
19.	Government fund project	N/A			
20.	Seminar, workshop, conferences conducted by department		✓		
21.	Paper publication in journals (hard and soft copies)		✓		
22.	Book publication in conferences/proceedings			✓	



# MUSLIM ARTS COLLEGE

(Affiliated to Manonmaniam Sundaranar University, Tirunelveli)  
Azhogiamandapam, Thiruvithancode - 629 174, K.K. Dist.

INTERNAL QUALITY ASSURANCE CELL

(IQAC)

23.	Extension activities		✓		
24.	Awards and recognition (staff and students)		✓		
25.	Stock register	✓			
26.	Dept. library register, lib. Book issue register		✓		
27.	Student's attendance register, late register, sick register		✓		
28.	Annual academic report			✓	
29.	Students placement details			✓	
30.	Qualifying examination (SET, NET)		✓		
31.	Students progressing higher education		✓		
32.	Board of studies, Evaluation process, question setting		✓		
33.	Alumni details		✓		
34.	PTA details		✓		
35.	Circulars(college, university)		✓		
36.	Rank list		✓		
37.	Mentor Mentee		✓		
38.	Laboratory manual for all courses (science)		✓		
39.	Remedial classes conducted for students			✓	
40.	Feedback(online)		✓		
41.	MoU details	A	✓		
42.	Academic Plan	✓			
43.	Vision Mission	✓			
44.	Department Policies		✓		
45.	Elective paper allocation details		✓		
46.	Scholar's details in research departments		✓		

  
14/03/2019



Date: 14/03/2019

**IQAC INTERNAL ACADEMIC AUDIT**

Name of Auditor: Mrs. B.S. Senthil (Department of B.A.)

Department: B.Com (C-3)

Sl.No	Files	Good	Satisfactory	Poor	Not ready
1.	Academic Calendar	✓			
2.	Syllabus	✓			
3.	Dept. meeting Minutes		✓		
4.	Dept. Activities		✓		
5.	Work load	✓			
6.	Work allocation	✓			
7.	Master Time table	✓			
8.	Field work/ project/internship		✓		
9.	List of courses	✓			
10.	Student's name list(Data entry sheet)	✓			
11.	Student's category list (SC, ST, OC, BC, ...)		✓		
12.	Teachers list (Resume, certificate copies, publication...)	✓			
13.	Internal exam timetable, question paper, mark statement, university mark statement, result analysis, internal answer sheet	✓			
14.	Programme outcome, course outcome	✓			
15.	Pass percentage	✓			
16.	Online survey Excel for students (print out)	✓			
17.	Work diary	✓			
18.	Outgoing students list	✓			
19.	Government fund project	Nil			
20.	Seminar, workshop, conferences conducted by department		✓		
21.	Paper publication in journals (hard and soft copies)		✓		
22.	Book publication in conferences/proceedings			✓	

23.	Extension activities		✓		
24.	Awards and recognition (staff and students)		✓		
25.	Stock register	✓			
26.	Dept. library register, lib. Book issue register	✓			
27.	Student's attendance register, Late register, sick register	✓			
28.	Annual academic report		✓		
29.	Students placement details		✓		
30.	Qualifying examination (SET, NET)	Not			
31.	Students progressing higher education	✓			
32.	Board of studies, Evaluation process, question setting	✓			
33.	Alumni details	✓			
34.	PTA details	✓			
35.	Circulars(college, university)	✓			
36.	Rank list	✓			
37.	Mentor Mentee		✓		
38.	Laboratory manual for all courses (science)	Not			
39.	Remedial classes conducted for students		✓		
40.	Feedback(online)	✓			
41.	MoU details	Not			
42.	Academic Plan	✓			
43.	Vision Mission	✓			
44.	Department Policies	✓			
45.	Elective paper allocation details	✓			
46.	Scholar's details in research departments	✓			

*Amal*  
20/10/20



Date: 14.03.2019

**IQAC INTERNAL ACADEMIC AUDIT**Name of Auditor: *Dr. T. Kumaran*Department: *Mathematics*

Sl.No	Files	Good	Satisfactory	Poor	Not ready
1.	Academic Calendar	✓			
2.	Syllabus	✓			
3.	Dept. meeting Minutes	✓			
4.	Dept. Activities	✓			
5.	Work load	✓			
6.	Work allocation	✓			
7.	Master Time table	✓			
8.	Field work/ project/internship	✓			
9.	List of courses	✓			
10.	Student's name list(Data entry sheet)	✓			
11.	Student's category list (SC, ST, OC, BC...)	✓			
12.	Teachers list (Resume, vertificate copies, publication...)	✓			
13.	Internal exam timetable, question paper, mark statement, university mark statement, result analysis, Internal answer sheet	✓			
14.	Programme outcome, course outcome	✓			
15.	Pass percentage	✓			
16.	Online survey Excel for students (print out)	✓			
17.	Work diary	✓			
18.	Outgoing students list	✓			
19.	Government fund project	Nil			
20.	Seminar, workshop, conferences conducted by department	✓			
21.	Paper publication in journals (hard and soft copies)	✓			
22.	Book publication in conferences/proceedings	✓			

23.	Extension activities	✓			
24.	Awards and recognition (staff and students)	Nil			
25.	Stock register	✓			
26.	Dept. library register, lib. Book issue register	✓			
27.	Student's attendance register, late register, sick register	✓			
28.	Annual academic report	✓			
29.	Students placement details	✓			
30.	Qualifying examination (SLET, NET)	Nil			
31.	Students progressing higher education	✓			
32.	Board of studies, Evaluation process, question setting	✓			
33.	Alumni details	✓			
34.	PTA details	✓			
35.	Circulars(college, university)	✓			
36.	Rank list	Nil			
37.	Mentor Mentee	✓			
38.	Laboratory manual for all courses (science)	Nil			
39.	Remedial classes conducted for students	✓			
40.	Feedback(online)	✓			
41.	MoU details	Nil			
42.	Academic Plan	✓			
43.	Vision Mission	✓			
44.	Department Policies				✓
45.	Elective paper allocation details	✓			
46.	Scholar's details in research departments	Nil			

11/12/2017



Date: 14/3/201

## IQAC INTERNAL ACADEMIC AUDIT

Name of Auditor: S. Rishitha Dayana

Department: Physics

SLNo	Files	Good	Satisfactory	Poor	Not ready
1.	Academic Calendar	✓			
2.	Syllabus	✓			
3.	Dept. meeting Minutes	✓			
4.	Dept. Activities	✓			
5.	Work load	✓			
6.	Work allocation	✓			
7.	Master Time table	✓			
8.	Field work/ project/internship	✓			
9.	List of courses	✓			
10.	Student's name list(Data entry sheet)	✓			
11.	Student's category list (SC, ST, OC, BC, ...)	✓			
12.	Teachers list (Resume, certificate copies, publication...)	✓			
13.	Internal exam timetable, question paper, mark statement, university mark statement, result analysis, Internal answer sheet	✓			
14.	Programme outcome, course outcome	✓			
15.	Pass percentage	✓			
16.	Online survey Excel for students (print out)	✓			
17.	Work diary	✓			
18.	Outgoing students list	✓			
19.	Government fund project				
20.	Seminar, workshop, conferences conducted by department	✓			
21.	Paper publication in journals (hard and soft copies)	✓			
22.	Book publication in conferences/proceedings	✓			



# MUSLIM ARTS COLLEGE

(Affiliated to Mahatma Jyoti Basu University, Tirunelveli)  
Arhagamandapuram, Thiruvithankode - 629 174, K.R. Dist.

INTERNAL QUALITY ASSURANCE CELL

(IQAC)

23.	Extension activities	✓		
24.	Awards and recognition (staff and students)	Nil		
25.	Stock register	✓		
26.	Dept. library register, lib. Book Issue register	✓		
27.	Student's attendance register, late register, sick register	✓		
28.	Annual academic report	✓		
29.	Students placement details	✓		
30.	Qualifying examination (SET, NET)	Nil		
31.	Students progressing higher education	✓		
32.	Board of studies, Evaluation process, question setting	✓		
33.	Alumni details	✓		
34.	PTA details	✓		
35.	Circulars(college, university)	✓		
36.	Rank list	Nil		
37.	Mentor Mentee	✓		
38.	Laboratory manual for all courses (science)	✓		
39.	Remedial classes conducted for students	.	✓	
40.	Feedback(online)		✓	
41.	MoU details	-		
42.	Academic Plan			
43.	Vision Mission	✓		
44.	Department Policies	✓		
45.	Elective paper allocation details	✓		
46.	Scholar's details in research departments	✓		

*(Signature)*  
14/03/2019



Date: 15/03/2019

## IQAC INTERNAL ACADEMIC AUDIT

Name of Auditor: Mrs. Shamin May (HOD of N.E.D)

Department: Chemistry

SLNo	Files	Good	Satisfactory	Poor	Not ready
1.	Academic Calendar	✓			
2.	Syllabus	✓			
3.	Dept. meeting Minutes		✓		
4.	Dept. Activities		✓		
5.	Work load	✓			
6.	Work allocation	✓			
7.	Master Time table	✓			
8.	Field work/ project/internship		✓		
9.	List of courses	✓			
10.	Student's name list (Data entry sheet)	✓			
11.	Student's category list (SC, ST, OC, BC...)		✓		
12.	Teachers list (Resume, certificate copies, publication...)		✓		
13.	Internal exam timetable, question paper, mark statement, university mark statement, result analysis, Internal answer sheet	✓			
14.	Programme outcome, course outcome	✓			
15.	Pass percentage				
16.	Online survey Excel for students (print out)		✓		
17.	Work diary	✓			
18.	Outgoing students list	✓			
19.	Government fund project	Nil			
20.	Seminar, workshop, conferences conducted by department		✓		
21.	Paper publication in journals (hard and soft copies)		✓		
22.	Book publication in conferences/proceedings	Nil			

23.	Extensiom activities			✓
24.	Awards and recognition (staff and students)			✓
25.	Stock register		✓	
26.	Dept. library register, lib. book issue register		✓	
27.	Student's attendance register, late register sick register	✓		
28.	Annual academic report			✓
29.	Students placement details	Not		
30.	Qualifying examination (S.T., NET)	Not		
31.	Students progressing higher education		✓	
32.	Board of studies, Evaluation process, question setting		✓	
33.	Alumni details		✓	
34.	PTA details		✓	
35.	Circulars(college, university)	✓		
36.	Rank list		✓	
37.	Mentor Mentee		✓	
38.	Laboratory manual for all courses (science)	Not		
39.	Remedial classes conducted for students		✓	
40.	Feedback(online)		✓	
41.	MoU details	Not		
42.	Academic Plan		✓	
43.	Vision Mission	✓		
44.	Department Policies	✓		
45.	Elective paper allocation details	✓		
46.	Scholar's details in research departments	✓		

  
 15/03/2017

**IQAC INTERNAL ACADEMIC AUDIT**

Name of Auditor: Mrs T V Divya (Dept of Maths)

Department: Zoology

Sl.No	Files	Good	Satisfactory	Poor	Not ready
1.	Academic Calendar	✓			
2.	Syllabus	✓			
3.	Dept. meeting Minutes	✓			
4.	Dept. Activities	✓			
5.	Work load	✓			
6.	Work allocation	✓			
7.	Master Time table	✓			
8.	Field work/ project/internship	✓			
9.	List of courses	✓			
10.	Student's name list(Data entry sheet)	✓			
11.	Student's category list (SC, ST, OC, BC...)	✓			
12.	Teachers list (Resume, certificate copies, publication...)	✓			
13.	Internal exam timetable, question paper, mark statement, university mark statement, result analysis, Internal answer sheet	✓			
14.	Programme outcome, course outcome	✓			
15.	Pass percentage	✓			
16.	Online survey Excel for students (print out)	✓			
17.	Work diary	✓			
18.	Outgoing students list	✓			
19.	Government fund project	✓			
20.	Seminar, workshop, conferences conducted by department	✓			
21.	Paper publication in journals (hard and soft copies)	✓			
22.	Book publication in conferences/proceedings		✓		



# MUSLIM ARTS COLLEGE

(Affiliated to Manonmaniam Sundaranar University, Tirunelveli)  
Azhaglamundappam, Thiruvithancode - 620 174, K.K. Dist.

INTERNAL QUALITY ASSURANCE CELL

(IQAC)

23.	Extension activities		✓		
24.	Awards and recognition (staff and students)		✓		
25.	Stock register	✓			
26.	Dept. library register, lib. Book issue register	✓			
27.	Student's attendance register, late register, sick register	✓			
28.	Annual academic report	✓			
29.	Students placement details	Not			
30.	Qualifying examination (SFT, NET)		✓		
31.	Students progressing higher education	✓			
32.	Board of studies, Evaluation process, question setting	✓			
33.	Alumni details	✓			
34.	PTA details	✓			
35.	Circulars(college, university)	✓			
36.	Rank list	✓			
37.	Mentor Mentee	✓			
38.	Laboratory manual for all courses (science)	✓			
39.	Remedial classes conducted for students	✓			
40.	Feedback(online)	✓			
41.	MoU details	Not			
42.	Academic Plan	✓			
43.	Vision Mission	✓			
44.	Department Policies	✓			
45.	Elective paper allocation details	✓			
46.	Scholar's details in research departments	✓			

*[Signature]*  
16/3/2019



Date: 16/03/2019

## IQAC INTERNAL ACADEMIC AUDIT

Name of Auditor: *Dr. C Christo Quveny (Dept. of Zoology)*

Department: *N/A*

SL.No	Files	Good	Satisfactory	Poor	Not ready
1.	Academic Calendar	✓			
2.	Syllabus	✓			
3.	Dept. meeting Minutes	✓			
4.	Dept. Activities	✓			
5.	Work load	✓			
6.	Work allocation	✓			
7.	Master Time table	✓			
8.	Field work/ project/internship	✓			
9.	List of courses	✓			
10.	Student's name list(Data entry sheet)	✓			
11.	Student's category list (SC, ST, OC, BC...)	✓			
12.	Teachers list (Resume, certificate copies, publication...)	✓			
13.	Internal exam timetable, question paper, mark statement, university mark statement, result analysis, Internal answer sheet	✓			
14.	Programme outcome, course outcome	✓			
15.	Pass percentage	✓			
16.	Online survey Excel for students (print out)	✓			
17.	Work diary	✓			
18.	Outgoing students list	✓			
19.	Government fund project	✓			
20.	Seminar, workshop, conferences conducted by department	✓			
21.	Paper publication in journals (hard and soft copies)	✓			
22.	Book publication in conferences/proceedings	✓			



# MUSLIM ARTS COLLEGE

(Affiliated to Muhammaniya Sundararaj University, Tiruchirappalli)  
Azhagiambadi, Thiruvethamcode - 620 174, K. I. DIST.

INTERNAL QUALITY ASSURANCE CELL

(IQAC)

23.	Extension activities		✓		
24.	Awards and recognition (staff and students)	✓			
25.	Stock register	✓			
26.	Dept. library register, lib. Book issue register	✓			
27.	Student's attendance register, late register, sick register	✓			
28.	Annual academic report	✓			
29.	Students placement details	✓			
30.	Qualifying examination (SET, NET)	✓			
31.	Students progressing higher education	✓			
32.	Board of studies, Evaluation process, question setting	✓			
33.	Alumni details	✓			
34.	PTA details	✓			
35.	Circulars(college, university)	✓			
36.	Rank list	✓			
37.	Mentor Mentee	✓			
38.	Laboratory manual for all courses (science)	✓			
39.	Remedial classes conducted for students	✓			
40.	Feedback(online)		✓		
41.	MoU details	Not			
42.	Academic Plan	✓			
43.	Vision Mission	✓			
44.	Department Policies	✓			
45.	Elective paper allocation details	✓			
46.	Scholar's details in research departments	✓			

*Shamsh*  
16/03/2019



Date: 15/3/2019

## IQAC INTERNAL ACADEMIC AUDIT

Name of Auditor: *DY. T. Mini*

Department: *Fashion Technology*

SlNo	Files	Good	Satisfactory	Poor	Not ready
1.	Academic Calendar	✓			
2.	Syllabus	✓			
3.	Dept. meeting Minutes	✓			
4.	Dept. Activities	✓			
5.	Work load	✓			
6.	Work allocation	✓			
7.	Master Time table	✓			
8.	Field work/ project/internship	✓			
9.	List of courses	✓			
10.	Student's name list(Data entry sheet)		✓		
11.	Student's category list (SC, ST, OC, BC...)		✓		
12.	Teachers list (Resume, certificate copies, publication...)	✓			
13.	Internal exam timetable, question paper, mark statement, university mark statement, result analysis, Internal answer sheet	✓			
14.	Programme outcome, course outcome	✓			
15.	Pass percentage	✓			
16.	Online survey Excel for students (print out)	✓			
17.	Work diary	✓			
18.	Outgoing students list	✓			
19.	Government fund project	✓			
20.	Seminar, workshop, conferences conducted by department	✓			
21.	Paper publication in journals (hard and soft copies)	✓			
22.	Book publication in conferences/ proceedings	✓			



23.	Extension activities	✓			
24.	Awards and recognition (staff and students)	✓			
25.	Stock register	✓			
26.	Dept. library register, lib. Book issue register	✓			
27.	Student's attendance register, late register, sick register	✓			
28.	Annual academic report	✓			
29.	Students placement details	✓			
30.	Qualifying examination (SET, NET)	✓			
31.	Students progressing higher education	✓			
32.	Board of studies, Evaluation process, question setting	✓			
33.	Alumni details	✓			
34.	PTA details	✓			
35.	Circulars(college, university)	✓			
36.	Rank list	✓			
37.	Mentor Mentee	✓			
38.	Laboratory manual for all courses (science)	✓			
39.	Remedial classes conducted for students	✓			
40.	Feedback(online)	✓			
41.	MoU details	✓			
42.	Academic Plan	✓			
43.	Vision Mission	✓			
44.	Department Policies	✓			
45.	Elective paper allocation details	✓			
46.	Scholar's details in research departments	✓			

  
15/02/2019



Date: 16/03/2019

## IQAC INTERNAL ACADEMIC AUDIT

Name of Auditor: *Dr. T. Meera (Dept. of Paraed)*

Department: *Computer Science*

Sl.No	Files	Good	Satisfactory	Poor	Not ready
1.	Academic Calendar	✓			
2.	Syllabus	✓✓			
3.	Dept. meeting Minutes	✓			
4.	Dept. Activities	✓✓			
5.	Work load	✓✓			
6.	Work allocation	✓✓			
7.	Master Time table	✓✓			
8.	Field work/ project/internship		✓		
9.	List of courses	✓			
10.	Student's name list (Data entry sheet)	✓			
11.	Student's category list (SC, ST, OC, BC...)		✓		
12.	Teachers list (Resume, certificate copies, publication...)		✓		
13.	Internal exam timetable, question paper, mark statement, university mark statement, result analysis, Internal answer sheet	✓			
14.	Programme outcome, course outcome	✓			
15.	Pass percentage	✓✓			
16.	Online survey: Escal for students (print out)	✓✓			
17.	Work diary	✓✓			
18.	Outgoing students list	✓✓			
19.	Government fund project	Nil			
20.	Seminar, workshop, conferences conducted by department		✓		
21.	Paper publication in journals (hard and soft copies)		✓		
22.	Book publication in conferences/proceedings		✓		



21.	Extension activities		✓		
22.	Awards and recognition (Staff and students)		✓		
23.	Stock register	✓			
24.	Dept. library register, lib. Book issue register	✓			
25.	Student's attendance register, late register, sick register	✓			
26.	Annual academic report	✓			
27.	Students placement details		✓		
28.	Qualifying examination (NET, NTA)	Not			
29.	Students progressing higher education	✓			
30.	Board of studies, Evaluation process, question setting	✓			
31.	Alumni details	✓			
32.	PTA details		✓		
33.	Circulars (college, university)	✓			
34.	Rank list			✓	
35.	Mentor Mentee	✓			
36.	Laboratory manual for all courses (science)	✓			
37.	Remedial classes conducted for students	✓			
38.	Feedback (online)	✓			
39.	MoU details		✓		
40.	Academic Plan	✓			
41.	Vision Mission	✓			
42.	Department Policies		✓		
43.	Elective paper allocation details	✓			
44.	Scholar's details in research departments	✓			

  
16/03/2019



Date: 14/03/2019

**IQAC INTERNAL ACADEMIC AUDIT**

Name of Auditor: Mrs B.S. Sankar (Dept of BEAD)

Department: B.C.A

Sl.No	Files	Good	Satisfactory	Poor	Not ready
1.	Academic Calendar	✓			
2.	Syllabus	✓			
3.	Dept. meeting Minutes	✓			
4.	Dept. Activities		✓		
5.	Work load	✓			
6.	Work allocation	✓			
7.	Master Time table	✓			
8.	Field work/ project/internship		✓		
9.	List of courses	✓			
10.	Student's name list(Data entry sheet)	✓			
11.	Student's category list (SC, ST, OC, BC....)		✓		
12.	Teachers list (Resume, certificate copies, publication...)		✓		
13.	Internal exam timetable, question paper, mark statement, university mark statement, result analysis, Internal answer sheet		✓		
14.	Programme outcome, course outcome		✓		
15.	Pass percentage	✓			
16.	Online survey Excel for students (print out)	✓			
17.	Work diary	✓			
18.	Outgoing students list	✓			
19.	Government fund project	No			
20.	Seminar, workshop, conferences conducted by department		✓		
21.	Paper publication in journals: (hard and soft copies)		✓		
22.	Book publication in conferences/ proceedings		✓		



# MUSLIM ARTS COLLEGE

Affiliated to Mahatma Jyoti Basu University, Thiruvananthapuram  
Athangalmedupparam, Thiruvananthapuram - 570 174, K.E. Dist.

INTERNAL QUALITY ASSURANCE CELL

(IQAC)

23.	Extension activities		✓		
24.	Awards and recognition (staff and students)				✓
25.	Stock register		✓		
26.	Dept. library register, lib. Book issue register	✓			
27.	Student's attendance register, late register, sick register	✓			
28.	Annual academic report		✓		
29.	Students placement details				✓
30.	Qualifying examination (SET, NET)	Not			
31.	Students progressing higher education		✓		
32.	Board of studies, Evaluation process, question setting		✓		
33.	Alumni details		✓		
34.	PTA details		✓		
35.	Circulars(college, university)	✓			
36.	Rank list				✓
37.	Mentor Mentee		✓		
38.	Laboratory manual for all courses (science)	Not			
39.	Remedial classes conducted for students		✓		
40.	Feedback(online)		✓		
41.	MoU details	Not			
42.	Academic Plan	✓			
43.	Vision Mission		✓		
44.	Department Policies		✓		
45.	Elective paper allocation details	✓			
46.	Scholar's details in research departments	✓			

*Handwritten signature*  
14/12/23



Date: 15/03/2019

## IQAC INTERNAL ACADEMIC AUDIT

Name of Auditor: Dr. Jagathish

Department: HMCS

SLNo	Files	Good	Satisfactory	Poor	Not ready
1.	Academic Calendar	✓			
2.	Syllabus		✓		
3.	Dept. meeting Minutes	✓			
4.	Dept. Activities		✓		
5.	Work load	✓			
6.	Work allocation	✓			
7.	Master Time table	✓			
8.	Field work/ project/internship		✓		
9.	List of courses		✓		
10.	Student's name list(Data entry sheet)	✓			
11.	Student's category list (SC, ST, OC, BC,...)	✓			
12.	Teachers list (Resume, certificate copies, publication...)		✓		
13.	Internal exam timetable, question paper, mark statement, university mark statement, result analysis, Internal answer sheet	✓			
14.	Programme outcome, course outcome	✓			
15.	Pass percentage	✓			
16.	Online survey Excel for students (print out)	✓			
17.	Work diary	✓			
18.	Outgoing students list	✓			
19.	Government fund project	Nil			
20.	Seminar, workshop, conferences conducted by department		✓		
21.	Paper publication in journals (hard and soft copies)		✓		
22.	Book publication in conferences/ proceedings	✓			



# MUSLIM ARTS COLLEGE

(Affiliated to Macehmanoor Syrian Arab University, Truvankudi)  
Azhagiamandapam, Thiruvithancode - 620 174, K. K. Dist.

INTERNAL QUALITY ASSURANCE CELL

(IQAC)

23.	Extension activities		✓		
24.	Awards and recognition (staff and students)		✓		
25.	Stock register	✓			
26.	Dept. library register, lib. Book issue register	✓			
27.	Student's attendance register, late register, sick register	✓			
28.	Annual academic report		✓		
29.	Students placement details	✓			
30.	Qualifying examination (SET, NET)	Nil			
31.	Students progressing higher education		✓		
32.	Board of studies, Evaluation process, question setting		✓		
33.	Alumni details	✓			
34.	PTA details	✓			
35.	Circulars(college, university)	✓			
36.	Rank list	Nil			
37.	Mentor Mentee	✓			
38.	Laboratory manual for all courses (science)	-			
39.	Remedial classes conducted for students		✓		
40.	Feedback(online)		✓		
41.	MoU details	✓			
42.	Academic Plan	✓			
43.	Vision Mission		✓		
44.	Department Policies		✓		
45.	Elective paper allocation details	✓			
46.	Scholar's details in research departments		✓		

*Handwritten signature*  
3/3/19



Date: 15/3/2019

**IQAC INTERNAL ACADEMIC AUDIT**

Name of Auditor: S. Sushitha

Department: Visual communication

Sl.No	Files	Good	Satisfactory	Poor	Not ready
1.	Academic Calendar		✓		
2.	Syllabus		✓		
3.	Dept. meeting Minutes				✓
4.	Dept. Activities		✓		
5.	Work load	✓			
6.	Work allocation	✓			
7.	Master Time table	✓			
8.	Field work/ project/internship		✓		
9.	List of courses	✓			
10.	Student's name list(Data entry sheet)	✓			
11.	Student's category list (SC, ST, OC, BC...)		✓		
12.	Teachers list (Resume, certificate copies, publication...)		✓		
13.	Internal exam timetable, question paper, mark statement, university mark statement, result analysis, Internal answer sheet	✓			
14.	Programme outcome, course outcome		✓		
15.	Pass percentage	✓			
16.	Online survey Excel for students (print out)		✓		
17.	Work diary	✓			
18.	Outgoing students list	✓			
19.	Government fund project	NIL			
20.	Seminar, workshop, conferences conducted by department		✓		
21.	Paper publication in journals (hard and soft copies)	-			
22.	Book publication in conferences/proceedings	-			



# MUSLIM ARTS COLLEGE

(Affiliated to Marhamathul Uloom Sindharaar University, Tirunelveli)  
Azhapattanam, Thiruvithankode - 620 174, K. K. Dist.

INTERNAL QUALITY ASSURANCE CELL

(IQAC)

23.	Extension activities		✓		
24.	Awards and recognition (staff and students)	✓			
25.	Stock register		✓		
26.	Dept. library register, lib. Book issue register	✓			
27.	Student's attendance register, late register, sick register	✓			
28.	Annual academic report	✓			
29.	Students placement details		✓		
30.	Qualifying examination (SET, NET)	✓			
31.	Students progressing higher education		✓		
32.	Board of studies, Evaluation process, question setting		✓		
33.	Alumni details		✓		
34.	PTA details		✓		
35.	Circulars(college, university)		✓		
36.	Rank list	✓			
37.	Mentor Mentee	✓			
38.	Laboratory manual for all courses (science)	✓			
39.	Remedial classes conducted for students		✓		
40.	Feedback(online)	✓			
41.	MOU details	✓			
42.	Academic Plan		✓		
43.	Vision Mission	✓			
44.	Department Policies		✓		
45.	Elective paper allocation details	✓			
46.	Scholar's details in research departments	✓			

  
15/5/2019



# MUSLIM ARTS COLLEGE

Established by Muhammadiyah Surakarta University, Trusmi Hill  
Arahgatemadegan, Thyuyithannside - 572 174, R.K. Dal

INTERNAL QUALITY ASSURANCE CELL

IQAC

DATE: 05/02/2020

## IQAC INTERNAL ACADEMIC AUDIT

Name of Auditor: *Dr P Kurniawan (Dept of Zoology)*

Department: *Biologi*

Sl.No	Files	Good	Satisfactory	Poor	Not ready
1.	Academic Calendar	✓			
2.	Syllabus	✓			
3.	Dept. meeting Minutes	✓			
4.	Dept. Activities		✓		
5.	Work load	✓			
6.	Work allocation	✓			
7.	Master Time table	✓			
8.	Field work/ project/ internship		✓		
9.	List of courses	✓			
10.	Student's rating list/Data entry sheet	✓			
11.	Student's category list (SG, SF, OC, BC ...)	✓			
12.	Teachers list (Resume, certificate copies, publication ...)	✓			
13.	Internal exam timetable, question paper, mark statement, university mark statement, result analysis, Internal answer sheet		✓		
14.	Programme outcome, course outcome	✓			
15.	Pass percentage	✓			
16.	Online survey Excel for students (print out)				✓
17.	Work diary		✓		
18.	Outgoing students list		✓		
19.	Government fund project	Nil			
20.	Seminar, workshop, conferences conducted by department		✓		
21.	Paper publication in journals (hard and soft copies)		✓		
22.	Book publication in conferences/ proceedings	Nil			

# MUSLIM ARTS COLLEGE

Affiliated to Mahatma Gandhi University, Triruvananthapuram, Thiruvananthapuram - 620 114, K. K. Dist.

INTERNAL QUALITY ASSURANCE CELL

(IQAC)

23	Extension activities				✓
24	Awards and recognition (staff and students)		✓		
25	Stock register		✓		
26	Dept. library register, lib. Book issue register		✓		
27	Student's attendance register, late register, sick register		✓		
28	Annual academic report				✓
29	Students placement details	Nil			
30	Qualifying examination (SET, NET)	Nil			
31	Students progressing higher education		✓		
32	Board of studies, Evaluation process, question setting				✓
33	Alumni details				✓
34	PTA details		✓		
35	Circulars (college, university)		✓		
36	Rack list				✓
37	Mentor Mentee		✓		
38	Laboratory manual for all courses (science)	Nil			
39	Remedial classes conducted for students		✓		
40	Feedback (online)		✓		
41	Mot/ details	Nil			
42	Academic Plan		✓		
43	Vision Mission		✓		
44	Department Policies				✓
45	Elective paper allocation details		✓		
46	Scholar's details in research departments	✓			

15/11/2023



# MUSLIM ARTS COLLEGE

(Affiliated to Marathmathan Dendranai University, Thuvarekudi)  
Athangimundagam, Thiruvithankode - 629 174, K.P. Dist.

INTERNAL QUALITY ASSURANCE CELL

(IQAC)

Date: 01/02/2020

## IQAC INTERNAL ACADEMIC AUDIT

Name of Auditor: *Dr. T. Kumaran*

Department: *English*

Sl.No	Files	Good	Satisfactory	Poor	Not ready
1.	Academic Calendar	✓			
2.	Syllabus	✓			
3.	Dept. meeting Minutes	✓			
4.	Dept. Activities	✓			
5.	Work load	✓			
6.	Work allocation	✓			
7.	Master Time table	✓			
8.	Field work/ project/Internship	✓			
9.	List of courses	✓			
10.	Student's name list(Data entry sheet)	✓			
11.	Student's category list (SC, ST, OC, BC, ...)	✓			
12.	Teachers list (Resume, certificate copies, publication...)	✓			
13.	Internal exam timetable, question paper, mark statement, university mark statement, result analysis, Internal answer sheet	✓			
14.	Programme outcome, course outcome	✓			
15.	Pass percentage	✓			
16.	Online survey Excel for students (print out)	✓			
17.	Work diary	✓			
18.	Outgoing students list	✓			
19.	Government fund project	Nil			
20.	Seminar, workshop, conferences conducted by department	✓			
21.	Paper publication in journals (hard and soft copies)	✓			
22.	Book publication in conferences/proceedings	✓			



# MUSLIM ARTS COLLEGE

(Affiliated to Mahanubhavam Sundaravar University, Tirunelveli)  
Achagiamandapam, Thiruvithanur - 629 174, K. K. Dist.

INTERNAL QUALITY ASSURANCE CELL

(IQAC)

23.	Extension activities		✓		
24.	Awards and recognition (staff and students)		✓		
25.	Stock register	✓			
26.	Dept. library register, lib. Book issue register	✓			
27.	Student's attendance register, late register, sick register	✓			
28.	Annual academic report	✓			
29.	Students placement details	✓			
30.	Qualifying examination (SET, NET)		✓		
31.	Students progressing higher education	✓			
32.	Board of studies, Evaluation process, question setting	✓			
33.	Alumni details	✓			
34.	PTA details		✓		
35.	Circulars(college, university)	✓			
36.	Rank list	✓			
37.	Mentor Mentee	✓			
38.	Laboratory manual for all courses (science)	Nil			
39.	Remedial classes conducted for students		✓		
40.	Feedback(online)	✓			
41.	MoU details		✓		
42.	Academic Plan	✓			
43.	Vision Mission	✓			
44.	Department Policies	✓			
45.	Elective paper allocation details	✓			
46.	Scholar's details in research departments	✓			

4/11/20



# MUSLIM ARTS COLLEGE

(Affiliated to Mahatma Jyoti Basu University, Trambhoor)  
Azhingalmandapam, Thiruvananthapuram - 620 174, K.K. Dist.

INTERNAL QUALITY ASSURANCE CELL

(IQAC)

Date: 04/02/2021

## IQAC INTERNAL ACADEMIC AUDIT

Name of Auditor: T. Shesin Mary

Department: Arabic

Sl.No	Files	Good	Satisfactory	Poor	Not ready
1.	Academic Calendar	✓			
2.	Syllabus	✓			
3.	Dept. meeting Minutes	✓			
4.	Dept. Activities	✓			
5.	Work load	✓			
6.	Work allocation	✓			
7.	Master Time table	✓			
8.	Field work/ project/internship		✓		
9.	List of courses	✓			
10.	Student's name list(Data entry sheet)	✓			
11.	Student's category list (SC, ST, OC, BC...)	✓			
12.	Teachers list (Resume, certificate copies, publication...)		✓		
13.	Internal exam timetable, question paper, mark statement, university mark statement, result analysis, Internal answer sheet	✓			
14.	Programme outcome, course outcome	✓			
15.	Pass percentage	✓			
16.	Online survey Excel for students (print out)	✓			
17.	Work diary	✓			
18.	Outgoing students list	✓			
19.	Government fund project		✓		
20.	Seminar, workshop, conferences conducted by department	✓			
21.	Paper publication in journals (hard and soft copies)	✓			
22.	Book publication in conferences/proceedings	✓			



# MUSLIM ARTS COLLEGE

(Affiliated to Mahatma Gandhi Sundarandam University, Tirunelveli)  
Kathirgamandalam, Thiruvananthapuram - 620 174, K.R. Dist.

INTERNAL QUALITY ASSURANCE CELL

(IQAC)

23.	Extension activities		✓		
24.	Awards and recognition (staff and students)		✓		
25.	Stock register	✓			
26.	Dept. library register, lib. Book issue register	✓			
27.	Student's attendance register, late register, sick register	✓			
28.	Annual academic report	✓			
29.	Students placement details	✓			
30.	Qualifying examination (SET, NET)	✓			
31.	Students progressing higher education	✓			
32.	Board of studies, Evaluation process, question setting	✓			
33.	Alumni details	✓			
34.	PTA details	✓			
35.	Circulars (college, university)	✓			
36.	Rank list	✓			
37.	Mentor Mentee	✓			
38.	Laboratory manual for all courses (science)	✓			
39.	Remedial classes conducted for students	✓			
40.	Feedback (online)	✓			
41.	Mol. details	✓			
42.	Academic Plan	✓			
43.	Vision Mission	✓			
44.	Department Policies	✓			
45.	Elective paper allocation details	✓			
46.	Scholar's details in research departments	✓			

  
09/02/2020





(IQAC)

Date: 5/02/2020

**IQAC INTERNAL ACADEMIC AUDIT**

Name of Auditor: *Dr. M. Jagathish*

Department: *History*

Sl.No	Files	Good	Satisfactory	Poor	Not ready
1.	Academic Calendar	✓			
2.	Syllabus	✓			
3.	Dept. meeting Minutes	✓			
4.	Dept. Activities	✓			
5.	Work load	✓			
6.	Work allocation	✓			
7.	Master Time table	✓			
8.	Field work/ project/internship		✓		
9.	List of courses		✓		
10.	Student's name list(Data entry sheet)	✓			
11.	Student's category list (SC, ST, OC, BC...)	✓			
12.	Teachers list (Resume, certificate copies, publication...)	✓			
13.	Internal exam timetable, question paper, mark statement, university mark statement, result analysis, Internal answer sheet	✓			
14.	Programme outcome, course outcome	✓			
15.	Pass percentage	✓			
16.	Online survey Excel for students (print out)		✓		
17.	Work diary		✓		
18.	Outgoing students list				
19.	Government fund project	Nil			
20.	Seminar, workshop, conferences conducted by department		✓		
21.	Paper publication in journals (hard and soft copies)		✓		
22.	Book publication in conferences/proceedings		✓		

# MUSLIM ARTS COLLEGE

(Affiliated to Marudhamalai Soudamini University, Tiruchirappalli)  
 Ashagamandapuram, Tiruchirappalli - 620 118, K. K. Dist.

INTERNAL QUALITY ASSURANCE CELL

(IQAC)

23.	Extension activities		✓		
24.	Awards and recognition (staff and students)	Nil			
25.	Stock register	✓			
26.	Dept. library register, lib. Book issue register	✓			
27.	Student's attendance register, late register, sick register	✓			
28.	Annual academic report		✓		
29.	Students placement details	Nil			
30.	Qualifying examination (SET, NET)				
31.	Students progressing higher education		✓		
32.	Board of studies, Evaluation process, question setting		✓		
33.	Alumni details		✓		
34.	PIA details		✓		
35.	Circulars college, university				
36.	Rank list	Nil			
37.	Minor Minutes	✓			
38.	Laboratory manual for all courses (science)	✓			
39.	Remedial classes conducted for students		✓		
40.	Feedback (online)		✓		
41.	MoU details	Nil			
42.	Academic Plan	✓			
43.	Vision Mission		✓		
44.	Department Policies		✓		
45.	Effective paper allocation details	✓			
46.	Scholar's details in research departments		✓		

*[Handwritten signature]*  
 10/10/20



# MUSLIM ARTS COLLEGE

(Affiliated to Mahachulalongkornrajavidyalaya University, (Mahachulalongkornrajavidyalaya University, Thiruvananthapuram, Thiruvananthapuram - 695 574, K. E. DNT)

INTERNAL QUALITY ASSURANCE CELL

IQAC

Date: 4/12/2020

## IQAC INTERNAL ACADEMIC AUDIT

Name of Auditor: Mrs. S. Sunitha

Department: public Administration

Sl.No	Files	Good	Satisfactory	Poor	Not ready
1.	Academic Calendar	✓			
2.	Syllabus	✓			
3.	Dept. meeting Minutes	✓			
4.	Dept. Activities	✓			
5.	Work load	✓			
6.	Work allocation	✓			
7.	Master Time table	✓			
8.	Field work/ project/internship		✓		
9.	List of courses		✓		
10.	Student's name list (Data entry sheet)	✓			
11.	Student's category list (SC, ST, OC, BC...)	✓			
12.	Teachers list (Resume, certificate copies, publication...)	✓			
13.	Internal exam timetable, question paper, mark statement, university mark statement, result analysis, internal answer sheet	✓			
14.	Programme outcome, course outcome	✓			
15.	Pass percentage	✓			
16.	Online survey Excel for students (print out)	✓			
17.	Work diary	✓			
18.	Outgoing students list	✓			
19.	Government fund project	✓			
20.	Seminar, workshop, conferences conducted by department	✓			
21.	Paper publication in journals (hard and soft copies)	✓			
22.	Book publication in conferences/ proceedings		✓		

# MUSLIM ARTS COLLEGE

(Affiliated to Mohammed Soudagar University, Tiruchelvi)  
Azhagiandopam, Tiruvillomathi - 629 174, K.K. Dist.

INTERNAL QUALITY ASSISTANCE CELL

(IGAC)

23.	Extension activities	✓			
24.	Awards and recognition (staff and students)		✓		
25.	Stock register	✓			
26.	Dept. library register, lib. Book issue register	✓			
27.	Student's attendance register, late register, sick register	✓			
28.	Annual academic report	✓			
29.	Students placement details		✓		
30.	Qualifying examination (SET, NET)	✓			
31.	Students progressing higher education		✓		
32.	Board of studies, Evaluation process, question setting	✓			
33.	Alumni details	✓			
34.	PTA details	✓			
35.	Circulars(college, university)	✓			
36.	Rank list		✓		
37.	Mentor Mentee	✓			
38.	Laboratory manual for all courses (science)	✓			
39.	Remedial classes conducted for students	✓			
40.	Feedback(online)		✓		
41.	MoU details		✓		
42.	Academic Plan	✓			
43.	Vision Mission	✓			
44.	Department Policies	✓			
45.	Elective paper allocation details	✓			
46.	Scholar's details in research departments	✓			

  
4/2/2020



# MUSLIM ARTS COLLEGE

(Affiliated to Mannamangalam Sarda Group University, Thiruvananthapuram, Kerala)  
Azhagantholapada, Thiruvananthapuram - 695 174, K.K. DIST.

INTERNAL QUALITY ASSURANCE CELL

(IQAC)

Date: 06/02/2020

## IQAC INTERNAL ACADEMIC AUDIT

Name of Auditor: DY. Gt. Seema Gopal

Department: BBA

Sl.No	Files	Good	Satisfactory	Poor	Not ready
1.	Academic Calendar	✓			
2.	Syllabus	✓			
3.	Dept. meeting Minutes	✓			
4.	Dept. Activities	✓			
5.	Work load	✓			
6.	Work allocation	✓			
7.	Master Time table	✓			
8.	Field work/ project/internship	✓			
9.	List of courses	✓			
10.	Student's name list(Data entry sheet)	✓			
11.	Student's category list (SC, ST, OC, BC....)	✓			
12.	Teachers list (Resume, certificate copies, publication...)	✓			
13.	Internal exam timetable, question paper, mark statement, university mark statement, result analysis, Internal answer sheet		✓		
14.	Programme outcome, course outcome		✓		
15.	Pass percentage	✓			
16.	Online survey Excel for students (print out)	✓			
17.	Work diary		✓		
18.	Outgoing students list	✓			
19.	Government fund project	✓			
20.	Seminar, workshop, conferences conducted by department	✓			
21.	Paper publication in journals (hard and soft copies)	✓			
22.	Book publication in conferences/proceedings	✓			

# MUSLIM ARTS COLLEGE

(Affiliated to Mahatma Gandhi Sundararam University, Tiruchendur)  
Azhagiyeendupam, Thiruvithancode - 620 174, K.K. Dist.

INTERNAL QUALITY ASSURANCE CELL

(IQAC)

23.	Extension activities	✓			
24.	Awards and recognition (staff and students)	✓			
25.	Stock register	✓			
26.	Dept. library register, lib. Book issue register	✓			
27.	Student's attendance register, late register, sick register	✓			
28.	Annual academic report	✓			
29.	Students placement details	✓			
30.	Qualifying examination (SET, NET)	✓			
31.	Students progressing higher education	✓			
32.	Board of studies, Evaluation process, question setting	✓			
33.	Alumni details	✓			
34.	PTA details	✓			
35.	Circulars(college, university)	✓			
36.	Rank list	✓			
37.	Mentor Mentee	✓			
38.	Laboratory manual for all courses (science)	✓			
39.	Remedial classes conducted for students	✓			
40.	Feedback(online)	✓			
41.	MoU details	✓			
42.	Academic Plan	✓			
43.	Vision Mission	✓			
44.	Department Policies	✓			
45.	Elective paper allocation details	✓			
46.	Scholar's details in research departments	✓			

37  
06/01/2020



# MUSLIM ARTS COLLEGE

(Affiliated to Rasoolunnabi Sunanawati University, Tirunelveli)  
Athapalamangalam, Thiruvithankode - 629 174, K. R. Dist.

INTERNAL QUALITY ASSURANCE CELL

IQAC

Date: 07/02/2020

## IQAC INTERNAL ACADEMIC AUDIT

Name of Auditor: Miss S. Reshulha Jayama (College of Maths)

Department: Commerce

Sl.No	Files	Good	Satisfactory	Poor	Not ready
1.	Academic Calendar	✓			
2.	Syllabus	✓			
3.	Dept. meeting Minutes		✓		
4.	Dept. Activities		✓		
5.	Work load	✓			
6.	Work allocation	✓			
7.	Master Time table	✓			
8.	Field work/ project/internship		✓		
9.	List of courses	✓			
10.	Student's name list (Data entry sheet)		✓		
11.	Student's category list (SC, ST, OC, BC...)		✓		
12.	Teachers list (Resume, certificate copies, publication...)		✓		
13.	Internal exam timetable, question paper, mark statement, university mark statement, result analysis, Internal answer sheet	✓			
14.	Programme outcome, course outcome	✓			
15.	Pass percentage	✓			
16.	Online survey Excel for students (print out)	✓			
17.	Work diary		✓		
18.	Outgoing students list	✓			
19.	Government fund project	Nil			
20.	Seminar, workshop, conferences conducted by department		✓		
21.	Paper publication in journals (hard and soft copies)		✓		
22.	Book publication in conferences/proceedings		✓		

# MUSLIM ARTS COLLEGE

(Affiliated to Mahatma Jyotiba Phule University, Jalgaon)  
 Acharya Narendra Deva, Dhule Road - 322 174, K. J. Somai

INTERNAL QUALITY ASSURANCE CELL

(PGAC)

23	Extension activities		✓		
24	Awards and recognition (staff and students)		✓		
25	Stock register		✓		
26	Dept. library register, lib. Book issue register		✓		
27	Student's attendance register, late register, sick register			✓	
28	Annual academic report			✓	
29	Students placement details		✓		
30	Qualifying examination (SET, NET)		✓		
31	Students progressing higher education		✓		
32	Board of studies, Evaluation process, question setting		✓		
33	Alumni details				
34	PTA details				
35	Circulars (college, university)		✓		
36	Rank list		✓		
37	Mentor Mentee		✓		
38	Laboratory manual for all courses (science)		✓		
39	Remedial classes conducted for students		✓		
40	Feedback (online)		✓		
41	Mol details	✓			
42	Academic Plan		✓		
43	Vision Mission	✓			
44	Department Policies	✓			
45	Elective paper allocation details	✓			
46	Scholar's details in research departments	✓			

*Dr. Anshu*  
 06/04/2020



# MUSLIM ARTS COLLEGE

(Affiliated to Mahatma Gandhi University, Tiruvananthapuram, Kerala)  
Acharyapattanam, Thiruvananthapuram - 620 174, K.K. Dist.

INTERNAL QUALITY ASSURANCE CELL

(IQAC)

Date: 04/02/2020

## IQAC INTERNAL ACADEMIC AUDIT

Name of Auditor: Dr. P. Kumaran (Dept. of Zoology)

Department: B.com CC-5

Sl.No	Files	Good	Satisfactory	Poor	Not ready
1.	Academic Calendar	✓			
2.	Syllabus	✓			
3.	Dept. meeting Minutes		✓		
4.	Dept. Activities		✓		
5.	Work load	✓			
6.	Work allocation	✓			
7.	Minor Time table	✓			
8.	Field work/ project/internship		✓		
9.	List of courses	✓			
10.	Student's name list(Data entry sheet)	✓			
11.	Student's category list (SC, ST, OC, BC...)	✓			
12.	Teachers list (Resume, certificate copies, publication...)	✓			
13.	Internal exam timetable, question paper, mark statement, university mark statement, result analysis, Internal answer sheet	✓			
14.	Programme outcome, course outcome	✓			
15.	Pass percentage	✓			
16.	Online survey Excel for students (print out)	✓			
17.	Work diary	✓			
18.	Outgoing students list	✓			
19.	Government fund project	Nil	✓		
20.	Seminar, workshop, conferences conducted by department	✓			
21.	Paper publication in journals (hard and soft copies)	✓			
22.	Book publication in conferences/proceedings	✓			

# MUSLIM ARTS COLLEGE

(Affiliated to Mahatma Jyoti Basu University, Tripura)  
Acharya Mandapam, Thiruvithurude - PIN 174, K.K. Dist.

INTERNAL QUALITY ASSURANCE CELL

(IQAC)

23.	Extension activities	✓			
24.	Awards and recognition (staff and students)	✓			
25.	Stock register	✓			
26.	Dept. library register, lib. Book issue register		✓		
27.	Student's attendance register, late register, sick register		✓		
28.	Annual academic report	✓			
29.	Students placement details	✓			
30.	Qualifying examination (SET, NET)	Not			
31.	Students progressing higher education	✓			
32.	Board of studies, Evaluation process, question setting	✓			
33.	Alumni details		✓		
34.	PTA details	✓			
35.	Circulars (college, university)	✓			
36.	Rank list	✓			
37.	Mentor/Mentee		✓		
38.	Laboratory manual for all courses (science)	✓			
39.	Remedial classes conducted for students		✓		
40.	Feedback (online)	✓			
41.	MoU details	Not			
42.	Academic Plan	✓			
43.	Vision/Mission	✓			
44.	Department Policies	✓			
45.	Elective paper allocation details	✓			
46.	Scholar's details in research departments	✓			

4/11/2024



# MUSLIM ARTS COLLEGE

(Affiliated to Mahatma Gandhi Sandipani University, Thiruvithir)   
 Arakkulamangalam, Thiruvithirancode - 629 174, K.K. Dist.

INTERNAL QUALITY ASSURANCE CELL

(IQAC)

Date: 04.02.2020

## IQAC INTERNAL ACADEMIC AUDIT

Name of Auditor: *Dr. P. Kumaran*

Department: *Mathematics*

Sl.No	Files	Good	Satisfactory	Poor	Not ready
1.	Academic Calendar	✓			
2.	Syllabus	✓			
3.	Dept. meeting Minutes	✓			
4.	Dept. Activities	✓			
5.	Work load	✓			
6.	Work allocation	✓			
7.	Master Time table	✓			
8.	Field work/ project/ internship	✓			
9.	List of courses	✓			
10.	Student's name list (Data entry sheet)	✓			
11.	Student's category list (SC, ST, OC, BC....)	✓			
12.	Teachers list (Resume, certificate copies, publication...)	✓			
13.	Internal exam timetable, question paper, mark statement, university mark statement, result analysis, Internal answer sheet	✓			
14.	Programme outcome, course outcome	✓			
15.	Pass percentage	✓			
16.	Online survey Excel for students (print out)	✓			
17.	Work diary	✓			
18.	Outgoing students list	✓			
19.	Government fund project	Nil			
20.	Seminar, workshop, conferences conducted by department	✓			
21.	Paper publication in journals (hard and soft copies)	✓			
22.	Book publication in conferences/ proceedings	✓			

# MUSLIM ARTS COLLEGE

(Affiliated to Mahatma Jyotiba Phule University, Thane)  
 Acharyanagar, Thiruvananthapuram - 620 174, K. R. Dist.

INTERNAL QUALITY ASSURANCE CELL

(IQAC)

23.	Extension activities	✓		
24.	Awards and recognition (staff and students)	Nil		
25.	Stock register	✓		
26.	Dept. library register, lib. Book issue register	✓		
27.	Student's attendance register, late register, sick register	✓		
28.	Annual academic report	✓		
29.	Students placement details	Nil		
30.	Qualifying examination (SET, NET)	Nil		
31.	Students progressing higher education	✓		
32.	Board of studies, Evaluation process, question setting	✓		
33.	Alumni details	✓		
34.	PTA details	✓		
35.	Circulars (college, university)	✓		
36.	Rank list	✓		
37.	Mentor Mentor	✓		
38.	Laboratory manual for all courses (science)	Nil		
39.	Remedial classes conducted for students	✓		
40.	Feedback (online)	✓		
41.	MOU details	Nil		
42.	Academic Plan	✓		
43.	Vision Mission	✓		
44.	Department Policies	✓		
45.	Elective paper allocation details	✓		
46.	Scholar's details in research departments	Nil		

9/11/2024



# MUSLIM ARTS COLLEGE

(Affiliated to Mahatma Jyoti Basu University, Thiruvananthapuram)  
Athaparambalam, Thiruvananthapuram - 620 174, K. K. DIST.

INTERNAL QUALITY ASSURANCE CELL

(IQAC)

Date: 05/03/2020

## IQAC INTERNAL ACADEMIC AUDIT

Name of Auditor: S. Rishika Dayana

Department: Physios

Sl.No	Files	Good	Satisfactory	Poor	Not ready
1.	Academic Calendar	✓			
2.	Syllabus	✓			
3.	Dept. meeting Minutes	✓			
4.	Dept. Activities	✓			
5.	Work load	✓			
6.	Work allocation	✓			
7.	Master Time table	✓			
8.	Field work/ project/ internship	✓			
9.	List of courses	✓			
10.	Student's name list (Data entry sheet)	✓			
11.	Student's category list (SC, ST, OC, BC...)	✓			
12.	Teachers list (Resume, certificate copies, publication...)	✓			
13.	Internal exam timetable, question paper, mark statement, university mark statement, result analysis, Internal answer sheet	✓			
14.	Programme outcome, course outcome	✓			
15.	Pass percentage	✓			
16.	Online survey Excel for students (print out)	✓			
17.	Work diary	✓			
18.	Outgoing students list	✓			
19.	Government fund project		✓		
20.	Seminar, workshop, conferences conducted by department	✓			
21.	Paper publication in journals (hard and soft copies)	✓			
22.	Book publication in conferences/ proceedings	✓			

# MUSLIM ARTS COLLEGE

(Affiliated to Mahatma Jyoti Basu University, Trinamali)  
Arhegiamandapan, Thiruvananthapuram - 629 174, K. K. Dist.

INTERNAL QUALITY ASSURANCE (IQA)

(IQA)

23.	Extension activities	✓			
24.	Awards and recognition (staff and students)		✓		
25.	Stock register	✓			
26.	Dept. library register, lib. Book issue register	✓			
27.	Student's attendance register, late register sick register	✓			
28.	Annual academic report	✓			
29.	Students placement details	✓			
30.	Qualifying examination (SET, NET)	✓			
31.	Students progressing higher education.	✓			
32.	Board of studies, Evaluation process, question setting	✓			
33.	Alumni details	✓			
34.	PIA details	✓			
35.	Circulars (college, university)	✓			
36.	Rank list	✓			
37.	Mentor Mentee	✓			
38.	Laboratory manual for all courses (science)	✓			
39.	Remedial classes conducted for students	✓			
40.	Feedback (online)	✓			
41.	Mit. details	✓			
42.	Academic Plan	✓			
43.	Vision Mission	✓			
44.	Department Policies	✓			
45.	Elective paper allocation details	✓			
46.	Scholar's details in research departments	✓			

*A. Prasad*  
02/10/2020



# MUSLIM ARTS COLLEGE

Affiliated to Mahatma Gandhi University (Autonomous)  
Kottayam, Thrissur, Kerala - 686 174, K. N. Dhal

INTERNAL QUALITY ASSURANCE CELL

(IQAC)

Date: 05/13/2020

## IQAC INTERNAL ACADEMIC AUDIT

Name of Auditor: Dr. Jagathish

Department: Chemistry

Sl.No	Files	Good	Satisfactory	Poor	Not ready
1.	Academic Calendar	✓			
2.	Syllabus	✓			
3.	Dept. meeting Minutes		✓		
4.	Dept. Activities		✓		
5.	Work load	✓			
6.	Work allocation	✓			
7.	Master Time table	✓			
8.	Field work/ project/internship		✓		
9.	List of courses		✓		
10.	Student's name list/Data entry sheet)	✓			
11.	Student's category list (SC, ST, OC, BC...)	✓			
12.	Teachers list (Resume, certificate copies, publication...)	✓			
13.	Internal exam timetable, question paper, mark statement, university mark statement, result analysis, Internal answer sheet	✓			
14.	Programme outcome, course outcome	✓			
15.	Pass percentage				
16.	Online survey- Excel for students (print out)		✓		
17.	Work diary				
18.	Outgoing students list	✓			
19.	Government fund project	nil			
20.	Seminar, workshop, conferences conducted by department		✓		
21.	Paper publication in Journals (hard and soft copies)		✓		
22.	Book publication in conferences/proceedings		✓		



# MUSLIM ARTS COLLEGE

(Affiliated to Poompuhnam Sandanarar University, Thiruvallur)  
Achuthanandapuram, Thiruvallur - 629 174, K.R. Dist.

INTERNAL QUALITY ASSURANCE CELL

(IQAC)

Date: 05/12/2020

## IQAC INTERNAL ACADEMIC AUDIT

Name of Auditor: Dr Jagathish

Department: Chemistry

Sl.No	Files	Good	Satisfactory	Poor	Not ready
1.	Academic Calendar	✓			
2.	Syllabus	✓			
3.	Dept. meeting Minutes		✓		
4.	Dept. Activities		✓		
5.	Work load	✓			
6.	Work allocation	✓			
7.	Master Time table	✓			
8.	Field work/ project/internship		✓		
9.	List of courses		✓		
10.	Student's name list(Data entry sheet)	✓			
11.	Student's category list (SC, ST, OC, BC...)	✓			
12.	Teachers list (Resume, certificate copies, publication...)	✓			
13.	Internal exam timetable, question paper, mark statement, university mark statement, result analysis, Internal answer sheet	✓			
14.	Programme outcome, course outcome	✓			
15.	Pass percentage				
16.	Online survey Excel for students (print out)		✓		
17.	Work diary				
18.	Outgoing students list	✓			
19.	Government fund project	N/A			
20.	Seminar, workshop, conferences conducted by department		✓		
21.	Paper publication in journals (hard and soft copies)		✓		
22.	Book publication in conferences/proceedings		✓		



# MUSLIM ARTS COLLEGE

(Affiliated to Mahanambai Sankarar University, Tirunelveli)  
Achugalamandapam, Thiruvithancode - 629 174, K.R. Dist.

INTERNAL QUALITY ASSURANCE CELL

(IQAC)

23.	Extension activities	✓		
24.	Awards and recognition (staff and students)	Nil		
25.	Stock register			
26.	Dept. library register, lib. Book issue register	✓		
27.	Student's attendance register, late register, sick register		✓	
28.	Annual academic report		✓	
29.	Students placement details			
30.	Qualifying examination (SET, NET)	Nil		
31.	Students progressing higher education			
32.	Board of studies, Evaluation process, question setting.		✓	
33.	Alumni details		✓	
34.	PTA details		✓	
35.	Circulars(college, university)	✓		
36.	Rank list	Nil		
37.	Mentor Mentee	✓		
38.	Laboratory manual for all courses (science)	-		
39.	Remedial classes conducted for students		✓	
40.	Feedback(online)		✓	
41.	MoU details	Nil		
42.	Academic Plan		✓	
43.	Vision Mission		✓	
44.	Department Policies	✓		
45.	Elective paper allocation details	✓		
46.	Scholar's details in research departments		✓	

*Handwritten signature*  
5/1/20



# MUSLIM ARTS COLLEGE

(Affiliated to Mannammaniam Sundaranar University, Tirunelveli)  
Achuthapuram, Thiruvananthapuram - 629 174, K.C. Dist.

INTERNAL QUALITY ASSURANCE CELL

(IQAC)

Date: 06/03/2020

## IQAC INTERNAL ACADEMIC AUDIT

Name of Auditor: Dr. M. Jagathish

Department: Zoology

SLNo	Files	Good	Satisfactory	Poor	Not ready
1.	Academic Calendar	✓			
2.	Syllabus	✓			
3.	Dept. meeting Minutes	✓			
4.	Dept. Activities	✓			
5.	Work load	✓			
6.	Work allocation	✓			
7.	Master Time table	✓			
8.	Field work/ project/internship	✓			
9.	List of courses	✓			
10.	Student's name list(Data entry sheet)	✓			
11.	Student's category list (SC, ST, OC, BC...)	✓			
12.	Teachers list (Resume, certificate copies, publication...)	✓			
13.	Internal exam timetable, question paper, mark statement, university mark statement, result analysis, Internal answer sheet	✓			
14.	Programme outcome, course outcome	✓			
15.	Pass percentage	✓			
16.	Online survey Excel for students (print out)	✓			
17.	Work diary	✓			
18.	Outgoing students list	✓			
19.	Government fund project	✓			
20.	Seminar, workshop, conferences conducted by department	✓			
21.	Paper publication in journals (hard and soft copies)	✓			
22.	Book publication in conferences/proceedings	✓			



# MUSLIM ARTS COLLEGE

(Affiliated to Mahanambam Sahakar University, Tirunelveli)  
Azhagiementapuram, Thiruvithanore - 626 174, K.A. Dist.

INTERNAL QUALITY ASSURANCE CELL

(IQAC)

23.	Extension activities	✓		
24.	Awards and recognition (staff and students)	✓		
25.	Stock register	✓		
26.	Dept. library register, lib. Book issue register	✓		
27.	Student's attendance register, late register, sick register	✓		
28.	Annual academic report	✓		
29.	Students placement details	✓		
30.	Qualifying examination (SET, NET)	✓		
31.	Students progressing higher education	✓		
32.	Board of studies, Evaluation process, question setting	✓		
33.	Alumni details	✓		
34.	PTA details	✓		
35.	Circulars(college, university)	✓		
36.	Rank list	✓		
37.	Mentor Mentee	✓		
38.	Laboratory manual for all courses (science)	✓		
39.	Remedial classes conducted for students		✓	
40.	Feedback(online)	✓		
41.	MOU details	Not		
42.	Academic Plan		✓	
43.	Vision Mission	✓		
44.	Department Policies	✓		
45.	Elective paper allocation details	✓		
46.	Scholar's details in research departments	✓		

*Handwritten signature*



# MUSLIM ARTS COLLEGE

(Affiliated to Manonmaniam Sundaranar University, Tirunelveli)  
Ashigalmandapam, Thiruvethancode - 626 174, K.K. Dist.

INTERNAL QUALITY ASSURANCE CELL

(IQAC)

Date: 04/02/2020

## IQAC INTERNAL ACADEMIC AUDIT

Name of Auditor: *Dr. T. K. K. K.*

Department: *Nutrition & Dietetics*

Sl.No	Files	Good	Satisfactory	Poor	Not ready
1.	Academic Calendar	✓			
2.	Syllabus	✓			
3.	Dept. meeting Minutes	✓			
4.	Dept. Activities	✓			
5.	Work load	✓			
6.	Work allocation	✓			
7.	Master Time table	✓			
8.	Field work/ project/internship	✓			
9.	List of courses	✓			
10.	Student's name list(Data entry sheet)	✓			
11.	Student's category list (SC, ST, OC, BC...)	✓			
12.	Teachers list (Resume, certificate copies, publication...)	✓			
13.	Internal exam timetable, question paper, mark statement, university mark statement, result analysis, Internal answer sheet	✓			
14.	Programme outcome, course outcome	✓			
15.	Pass percentage	✓			
16.	Online survey Excel for students (print out)	✓			
17.	Work diary	✓			
18.	Outgoing students list	✓			
19.	Government fund project	✓			
20.	Seminar, workshop, conferences conducted by department	✓			
21.	Paper publication in journals (hard and soft copies)	✓			
22.	Book publication in conferences/proceedings	✓			

# SLIM ARTS COLLEGE

Affiliated to Manonmaniam Sundaranar University, Tirunelveli  
 Chaglamandapan, Thiruvalluvarcode - 629 174, K.K. Dist.

INTERNAL QUALITY ASSURANCE CELL

(IQAC)

23.	Extension activities		✓		
24.	Awards and recognition (staff and students)	✓			
25.	Stock register	✓			
26.	Dept. library register, lib. Book issue register	✓			
27.	Student's attendance register, late register, sick register	✓			
28.	Annual academic report	✓			
29.	Students placement details	✓			
30.	Qualifying examination (SET, NET)	✓			
31.	Students progressing higher education	✓			
32.	Board of studies, Evaluation process, question setting	✓			
33.	Alumni details	✓			
34.	PTA details	✓			
35.	Circulars(college, university)	✓			
36.	Rank list	✓			
37.	Mentor Mentee	✓			
38.	Laboratory manual for all courses (science)	✓			
39.	Remedial classes conducted for students	✓			
40.	Feedback(online)	✓			
41.	MeU details	Not			
42.	Academic Plan	✓			
43.	Vision Mission	✓			
44.	Department Policies	✓			
45.	Elective paper allocation details	✓			
46.	Scholar's details in research departments	✓			

2/11/2020



# MUSLIM ARTS COLLEGE

(Affiliated to Maamuniam Sundararam University, Tirunelveli)  
Achugalamandapam, Thiruvithancode - 629 114, K. K. Dist.

INTERNAL QUALITY ASSURANCE CELL

(IQAC)

Date: 04/02/2020

## IQAC INTERNAL ACADEMIC AUDIT

Name of Auditor: DY. T. Mini

Department: Fashion Technology

Sl.No	Files	Good	Satisfactory	Poor	Not ready
1.	Academic Calendar	✓			
2.	Syllabus	✓			
3.	Dept. meeting Minutes	✓			
4.	Dept. Activities	✓			
5.	Work load	✓			
6.	Work allocation	✓			
7.	Master Time table	✓			
8.	Field work/ project/internship	✓			
9.	List of courses	✓			
10.	Student's name list(Data entry sheet)	✓			
11.	Student's category list (SC, ST, OC, BC....)	✓			
12.	Teachers list (Resume, certificate copies, publication...)	✓			
13.	Internal exam timetable, question paper, mark statement, university mark statement, result analysis, Internal answer sheet	✓			
14.	Programme outcome, course outcome	✓			
15.	Pass percentage	✓			
16.	Online survey Excel for students (print out)	✓			
17.	Work diary	✓			
18.	Outgoing students list	✓			
19.	Government fund project	✓			
20.	Seminar, workshop, conferences conducted by department	✓			
21.	Paper publication in journals (hard and soft copies)	✓			
22.	Book publication in conferences/proceedings	✓			

23	Extension activities	✓			
24	Awards and recognition (staff and students)	✓			
25	Stock register	✓			
26	Dept. library register, lib. Book issue register	✓			
27	Student's attendance register, late register, sick register	✓			
28	Annual academic report	✓			
29	Students placement details	✓			
30	Qualifying examination (SET, NET)	✓			
31	Students progressing higher education	✓			
32	Board of studies, Evaluation process, question setting	✓			
33	Alumni details	✓			
34	PTA details	✓			
35	Circulars (college, university)	✓			
36	Rank list	✓			
37	Mentor Mentee	✓			
38	Laboratory manual for all courses (science)	✓			
39	Remedial classes conducted for students	✓			
40	Feedback (online)	✓			
41	MoU details	✓			
42	Academic Plan	✓			
43	Vision Mission	✓			
44	Department Policies	✓			
45	Elective paper allocation details	✓			
46	Scholar's details in research departments	✓			

*[Signature]*  
 24/02/2020



# MUSLIM ARTS COLLEGE

(Affiliated to Mahachandranagar Sree Narayana University, Thiruvananthapuram, Thiruvananthapuram - 695 024, K.N. Dist.)

INTERNAL QUALITY ASSURANCE CELL:

(IQAC)

Date: 5/2/2020

## IQAC INTERNAL ACADEMIC AUDIT

Name of Auditor: *Dr. Ranjani Bai (Dept of Zoology)*

Department: *Computer Science*

SLNo	Files	Good	Satisfactory	Poor	Not ready
1.	Academic Calendar	✓			
2.	Syllabus	✓			
3.	Dept. meeting Minutes	✓			
4.	Dept. Activities	✓			
5.	Work load	✓			
6.	Work allocation	✓			
7.	Master Time table	✓			
8.	Field work/ project/Internship		✓		
9.	List of courses	✓			
10.	Student's name list(Data entry sheet)	✓			
11.	Student's category list (SC, ST, OC, BC...)		✓		
12.	Teachers list (Résumé, certificate copies, publication...)		✓		
13.	Internal exam timetable, question paper, mark statement, university mark statement, result analysis, Internal answer sheet		✓		
14.	Programme outcome, course outcome	✓			
15.	Pass percentage	✓			
16.	Online survey Excel for students (print out)	✓			
17.	Work diary	✓			
18.	Outgoing students list	✓			
19.	Government fund project		✓		
20.	Seminar, workshop, conferences conducted by department	✓			
21.	Paper publication in journals (hard and soft copies)	✓			
22.	Book publication in conferences/ proceedings	✓			

# MUSLIM ARTS COLLEGE

(Affiliated to Mammachari Sandeepani University, Thiruvananthapuram, Thiruvananthapuram - 695 114, K.R. Dist.

INTERNAL QUALITY ASSURANCE CELL

(IQAC)

23.	Extension activities	✓			
24.	Awards and recognition (staff and students)		✓		
25.	Stock register	✓			
26.	Dept. library register, lib. Book issue register		✓		
27.	Student's attendance register, late register, sick register		✓		
28.	Annual academic report	✓			
29.	Students placement details	✓			
30.	Qualifying examination (SET, NET)	Not			
31.	Students progressing higher education		✓		
32.	Board of studies, Evaluation process, question setting		✓		
33.	Alumni details	✓			
34.	PTA details	✓			
35.	Circulars(college, university)	✓			
36.	Rank list	✓			
37.	Mentor Mentee	✓			
38.	Laboratory manual for all courses (science)		✓		
39.	Remedial classes conducted for students	✓			
40.	Feedback(online)	✓			
41.	MoU details	Not			
42.	Academic Plan	✓			
43.	Vision Mission	✓			
44.	Department Policies	✓			
45.	Elective paper allocation details	✓			
46.	Scholar's details in research departments	✓			

*Shivani B.*  
05/02/2020



# MUSLIM ARTS COLLEGE

(Affiliated to Maanumoniya Sundararaj University, Tirunelveli)  
Azhaganadapam, Thiruvithancode - 629 174, K.M. 1061.

INTERNAL QUALITY ASSURANCE CELL

(IQAC)

Date: 5/02/2020

## IQAC INTERNAL ACADEMIC AUDIT

Name of Auditor: *Mrs. Pushpa Arjuna Shakti (Dept. of Law Science)*

Department: *BCA*

SLNo	Files	Good	Satisfactory	Poor	Not ready
1.	Academic Calendar		✓		
2.	Syllabus	✓			
3.	Dept. meeting Minutes		✓		
4.	Dept. Activities	✓			
5.	Work load	✓			
6.	Work allocation	✓			
7.	Master Time table	✓			
8.	Field work/ project/internship		✓		
9.	List of courses	✓			
10.	Student's name list(Data entry sheet)	✓			
11.	Student's category list (SC, ST, OC, BC...)	✓			
12.	Teachers list (Resume, certificate copies, publication...)		✓		
13.	Internal exam timetable, question paper, mark statement, university mark statement, result analysis, Internal answer sheet	✓			
14.	Programme outcome, course outcome	✓			
15.	Pass percentage	✓			
16.	Online survey Excel for students (print out)	✓			
17.	Work diary	✓			
18.	Outgoing students list	✓			
19.	Government fund project	Nil			
20.	Seminar, workshop, conferences conducted by department		✓		
21.	Paper publication in journals (hard and soft copies)			✓	
22.	Book publication in conference/ proceedings			✓	



# MUSLIM ARTS COLLEGE

(Affiliated to Maceer International Graduate University, Thrissur)  
Achanganthipalam, Thrissur, Kerala - 688 174, K.K. Dist.

INTERNAL QUALITY ASSURANCE CELL

(IQAC)

23.	Extension activities		✓		
24.	Awards and recognition (staff and students)		✓		
25.	Stock register	✓			
26.	Dept. library register, lib. Book issue register		✓		
27.	Student's attendance register, late register, sick register	✓			
28.	Annual academic report	✓			
29.	Students placement details		✓		
30.	Qualifying examination (SET, NET)			✓	
31.	Students progressing higher education	✓			
32.	Board of studies, Evaluation process, question setting	✓			
33.	Alumni details		✓		
34.	PTA details		✓		
35.	Circulars (college, university)		✓		
36.	Rank list		✓		
37.	Mentor Mentee		✓		
38.	Laboratory manual for all courses (science)	✓			
39.	Remedial classes conducted for students		✓		
40.	Feedback (online)		✓		
41.	MoU details	✓			
42.	Academic Plan	✓			
43.	Vision Mission	✓			
44.	Department Policies		✓		
45.	Elective paper allocation details	✓			
46.	Scholar's details in research departments	✓			

*Handwritten signature and date:*  
28/02/2023



# MUSLIM ARTS COLLEGE

(Affiliated to Mahatma Gandhi University, Thiruvananthapuram)  
Achaglamandapam, Thiruvithankode - 620 174, K. E. Dist.

INTERNAL QUALITY ASSURANCE CELL

(IQAC)

Date: 15/10/2021

## IQAC INTERNAL ACADEMIC AUDIT

Name of Auditor: *Dr. Christie Gnanady*

Department: *HMES*

Sl.No	Files	Good	Satisfactory	Poor	Not ready
1.	Academic Calendar	✓			
2.	Syllabus	✓			
3.	Dept. meeting Minutes	✓			
4.	Dept. Activities	✓			
5.	Work load	✓			
6.	Work allocation	✓			
7.	Master Time table	✓			
8.	Field work/ project/internship	✓			
9.	List of courses	✓			
10.	Student's name list(Data entry sheet)	✓			
11.	Student's category list (SC, ST, OC, BC,...)	✓			
12.	Teachers list (Resume, certificate copies, publication...)	✓			
13.	Internal exam timetable, question paper, mark statement, university mark statement, result analysis, Internal answer sheet	✓			
14.	Programme outcome, course outcome	✓			
15.	Pass percentage	✓			
16.	Online survey Excel for students (print out)	✓			
17.	Work diary	✓			
18.	Outgoing students list	✓			
19.	Government fund project	N/A			
20.	Seminar, workshop, conferences conducted by department	✓			
21.	Paper publication in journals (hard and soft copies)	✓			
22.	Book publication in conferences/proceedings	✓			

# MUSLIM ARTS COLLEGE

(Affiliated to Hassanangalam Saivastran University, Tirunelveli)  
Achugondiampam, Thiruvethanoor - 629 174, K.K. Dist.

INTERNAL QUALITY ASSURANCE CELL

(IQAC)

23.	Extension activities	✓			
24.	Awards and recognition (staff and students)		✓		
25.	Stock register	✓			
26.	Dept. library register, lib. Book issue register	✓			
27.	Student's attendance register, late register, sick register	✓			
28.	Annual academic report	✓			
29.	Students placement details	✓			
30.	Qualifying examination (SET, NET)		✓		
31.	Students progressing higher education	✓			
32.	Board of studies, Evaluation process, question setting	✓			
33.	Alumni details	✓			
34.	PIA details	✓			
35.	Circulars(college, university)	✓			
36.	Rank list	✓			
37.	Mentor Mentee	✓			
38.	Laboratory manual for all courses (science)	Nil			
39.	Remedial classes conducted for students		✓		
40.	Feedback(online)	✓			
41.	MoU details	✓			
42.	Academic Plan	✓			
43.	Vision Mission	✓			
44.	Department Policies	✓			
45.	Elective paper allocation details	✓			
46.	Scholar's details in research departments	✓			

*Quarantine*  
05/02/2020



# MUSLIM ARTS COLLEGE

(Affiliated to Mannamangalam Sundararam University, Thrissur)  
Achengomandapam, Thrissur, Kerala - 689 174, K. A. Dist.

INTERNAL QUALITY ASSURANCE CELL

(IQAC)

Date: 6/2/2020

## IQAC INTERNAL ACADEMIC AUDIT

Name of Auditor: *Dr B.S. Sathya*

Department: *Visual communication*

SLNo	Files	Good	Satisfactory	Poor	Not ready
1.	Academic Calendar	✓			
2.	Syllabus	✓			
3.	Dept. meeting Minutes		✓		
4.	Dept. Activities		✓		
5.	Work load	✓			
6.	Work allocation	✓			
7.	Master Time table	✓			
8.	Field work/ project/internship		✓		
9.	List of courses		✓		
10.	Student's name list(Data entry sheet)	✓			
11.	Student's category list (SC, ST, OC, BC...)	✓			
12.	Teachers list (Resume, certificate copies, publication...)		✓		
13.	Internal exam timetable, question paper, mark statement, university mark statement, result analysis, Internal answer sheet	✓			
14.	Programme outcome, course outcome	✓			
15.	Pass percentage	✓			
16.	Online survey Excel for students (print out)		✓		
17.	Work diary	✓			
18.	Outgoing students list				
19.	Government fund project	—			
20.	Seminar, workshop, conferences conducted by department		✓		
21.	Paper publication in journals (hard and soft copies)	—			
22.	Book publication in conferences/proceedings	—			



# MUSLIM ARTS COLLEGE

(Affiliated to Mahatma Jyoti Baobaob University, Thrissur)  
Azhngimmentpam, Thiruvananthapuram - 620 174, K.S. Dist.

INTERNAL QUALITY ASSURANCE CELL

(IQAC)

23.	Extension activities		✓		
24.	Awards and recognition (staff and students)	✓			
25.	Stock register		✓		
26.	Dept. library register, lib. Book issue register	✓			
27.	Student's attendance register, late register, sick register	✓			
28.	Annual academic report		✓		
29.	Students placement details	✓			
30.	Qualifying examination (SET, NET)	✓			
31.	Students progressing higher education		✓		
32.	Board of studies, Evaluation process, question setting	✓			
33.	Alumni details	✓			
34.	PTA details		✓		
35.	Circulars(college, university)		✓		
36.	Rank list	✓			
37.	Mentor Mentee	✓			
38.	Laboratory manual for all courses (science)	✓			
39.	Remedial classes conducted for students		✓		
40.	Feedback(online)		✓		
41.	MoU details	✓			
42.	Academic Plan		✓		
43.	Vision Mission	✓			
44.	Department Policies		✓		
45.	Elective paper allocation details	✓			
46.	Scholar's details in research departments	✓			

*Amal B.S.*  
*11/1/23*



# MUSLIM ARTS COLLEGE

A Muslim Minority Institution - Estd 1982

Affiliated to Manonmaniam Sundaranar University, Tirunelveli, Recognized u/s 2(f) & 12(B) of UGC Act.  
Azhagiemandapam, Thiruvithancode - 629 174, Kanyakumari District, Tamil Nadu, India.  
Phone : +91 4651 248397, 248842 / website : [www.muslimartscollege.in](http://www.muslimartscollege.in) / email : [muslimartscollege@gmail.com](mailto:muslimartscollege@gmail.com)



ISO 9001:2000  
Reg. No. : RQ91/1688

**Dr. G. Edwin Sheela, M.Sc., M.Phil., Ph.D.,**  
Principal

## DECLARATION

I hereby declare that the details and information given above are complete and true to the best of my knowledge and belief.



PRINCIPAL  
MUSLIM ARTS COLLEGE  
THIRUVITHANCODE - 629 174