Dr. M.G.R.
EDUCATIONAL AND RESEARCH INSTITUTE
DEEMED TO BE UNIVERSITY
University with Graded Autonomy Status
(An ISO 21001 : 2018 Certified Institution)
Periyar E.V.R. High Road, Maduravoyal, Chennai-95, Tamilnadu, India.

CENTRE FOR ONLINE PROGRAMS

ACADEMIC AUDIT – REPORT 2022-23

1. ProgrammeDetails

Name of the Programme	MBA,MSc,MCom,BBA
Batch	July 2022,Jan 2023

2. Name of the Academic Audit Committee Members

S.No	Name	Designation	Signature
1.	Dr.M.Ganesan	JR-CDC Cell/OBE	
2.	Dr.Nalini	Dean Library Professor/EEE	

3. Members who interacted with the committee during audit

S.No	Name	Designation	Signature
1.	Dr.P.Udhaya Kala	Director CIQA-Dean Chemistry	
2.	Dr.S.Kasthuri	Dean-COP	
3.	Dr.S.Nirmala Sugirtha Rajini	Project Co-Ordinator	
4.	Dr.N.Keerthana	Deputy Head-COP	
5.	Ms.Sinduja.S	Deputy Head-COP	
6.	Dr.M.Bhuvaneshwari	Deputy Head-COP	

4. Date of Audit -   06/03/2024

5. Student information (as per demographic data)

Specialization	Total Number of Students		Male		Female		National		International	
	JULY-2022	JAN-2023	JULY-2022	JAN-2023	JULY-2022	JAN-2023	JULY-2022	JAN-2023	JULY-2022	JAN-2023
MBA-MARKETING	27	8	21	4	6	4	27	8	NIL	NIL
MBA-FINANCE	35	14	21	9	14	5	35	14	NIL	NIL
MBA-INFORMATION	39	13	23	8	16	5	39	13	NIL	NIL
MBA-OPERATION	61	28	56	26	5	2	61	28	NIL	NIL
MBA-HRM	55	24	26	9	29	15	55	24	NIL	NIL
MBA-HOSPITAL AND HEALTHCARE MANAGEMENT	267	127	128	57	139	70	267	127	NIL	NIL
TOTAL	484	214	275	113	209	101	484	214	NIL	NIL
M.Com	10	-	9	-	1	-	10	-	NIL	NIL
MSc (STATISTICS)	32	45	20	31	12	14	32	45	NIL	NIL
BBA	20	-	14	-	6	-	20	-	NIL	NIL

6. Course wise faculty information

S. No	Programs	Course Name	Name of Faculty	Syllabus Covered	Remarks
1.	MBA	Principles of Management and Behavioral Science	Ms.Anitha	YES	Course File can be maintained by Individual Staff members
2.	MSc	Trend Analysis and Index Number	Dr.A.Mahalakshmi	YES	
3.	MCom	Advanced cost and management	Dr.D.K.Jayakanth	YES	
4.	BBA	Office Management	Ms.Thenmozhi	YES	

7. Content Delivery and Digital Learning Resources

Course Name	Four Quadrant Approach	Observation	Utilization of learning resources in %	Comments
Principles of Management and Behavioral Science	E-tutorial	Practice Assignment given for all units	47	Utilization Percentage should be increased for all the four Quadrants by giving proper counseling to the students
	E-content	E-learning material available	32	
	Discussion Forum	Available	35	
	Self – Assessment	MCQ'S & Quiz Assignment given	42	

Trend Analysis and Index Number	**E-tutorial**	Practice Assignment given for all units	43	Utilization Percentage should be increased for all the four Quadrants by giving proper counseling to the students
	E-content	E-learning material available	42	
	Discussion Forum	Available	35	
	Self – Assessment	MCQ'S & Quiz Assignment given	39	
Advanced cost and management	**E-tutorial**	Practice Assignment given for all units	41	Utilization Percentage should be increased for all the four Quadrants by giving proper counseling to the students
	E-content	E-learning material available	38	
	Discussion Forum	Available	46	
	Self – Assessment	MCQ'S & Quiz Assignment given	40	
Office Management	**E-tutorial**	Practice Assignment given for all units	32	Utilization Percentage should be increased for all the four Quadrants by giving proper counseling to the students
	E-content	E-learning material available	47	
	Discussion Forum	Available	38	
	Self – Assessment	MCQ'S & Quiz Assignment given	32	

8. Outcome of Teaching Learning (Result Analysis)

Examination	Parameter	No. of Students				Suggestions
		Principles of Management and Behavioral Science (MBA) (Jan 2023)	Trend Analysis (MSC) (July 2022)	Advanced cost and management (M.Com) (July 2022	Office Management (BBA) (July 2022	
Internal	H (90-100)	17	6	1	2	Result analysis and corrective action for improving the Grade performance can be done.
	S – (80 – 89)	56	5	2	2	
	A – (70 – 79)	79	5	0	0	
	B – (60-69)	60	4	2	4	
	C – (50 – 59)	-	12	5	11	
	Fail	-	-	-	-	

External	H (90-100)	1	1	2	-	Result analysis and corrective action for improving the Grade performance can be done.
	S – (80 – 89)	23	9	-	-	
	A – (70 – 79)	64	7	1	3	
	B – (60-69)	45	2	-	4	
	C – (50 – 59)	25	1	1	3	
	Fail	13	NIL	-	1	

9. Technology Interface

S. No.	Description	Observation	Remarks
1	Quality of LMS	Having Sufficient Constituent of all four Quadrant	1.Overall the technology interface is maintained well for holistic learning. 2.NPTEL/SWAYAM/NDLI/Coursera can be accessed by the students
2	Website reference	E-Pathsala is Included	
3	Ease of using Technology	User interface is Good	For PG Programme, double valuation may be implemented.
4	e-Library	Knimbus Facility Utilized	
5	Self-paced videos	Tools & assets provided in order to learn in their own pace. Suits for all types of learning styles.	
6	Assessment	Secured technical intervention in assessment is maintained	

10. Student support and progression

S. No.	Description			Observation	Suggestions for improvement
1	Feedback Mechanism			Feedback collected using proper format through Google Form	Corrective action noted in the Online committee meeting must be implemented and to be recorded. Teacher data base can be maintained with regard to their qualification experience and proficiency in the assigned courses.
2	Corrective action taken			Not available	
3	Evaluation effectiveness			Self-Assessment and assignment given	
4	Teacher Quality			Feedback indicated good teacher quality	
5	Counseling pattern and mentorship			Accomplished	
6	Placement			NA	
	No. of students appeared	Number Placed	Not Willing		

11. Activities and Events Conducted

Description	Verification	Comments	Suggestions for improvement
MoUs Signed	Sample verified	Documents can be maintained in future	1. List of participants should be available for all events. 2.Effectiveness of event should be available
consultancy	Nil		
collaborations	Nil		
Association Meetings	Nil		
Student Induction Program from 28.09.22 to 10.10.22	Sample verified	No.of participants not available.	
Expert talk on Emotional intelligence on 22.10.22	Sample verified	118 participated.	
Leadership and development on 24.02.2023	Sample verified	No.of participants not available.	

12. CURRICULUM TRANSACTION

Description	Observation	Suggestions for improvement
Lesson Delivery Plan	More number of Live Sessions provided	1. LDP may be prepared by mentioning the four quadrants as recommended by UGC.
Curriculum and Syllabus content	On par with conventional curriculum & syllabus	2. Break up for 120 hours of teaching learning process for each course should be available.
Teaching methods & teaching aids	Well Planned	
Preparation of E-Learning modules	Satisfactory	3. Formative and summative assessment process can be implemented.
Project work UG/PG	Project report sample not available	4. Outcome based assessment tools can be used for internal and External Assessments.
Internal assessment-components Uniqueness	Continuous Assessments include Discussion Forum	
Quality of live sessions	Good	
Quality of audio and Video	Good	

13. Programme Project Report

Effectiveness	Observation	Suggestions for improvement
Prepared effectively as per the UGC guidelines	The instructional design could have been adopted in a more defined manner	E-content may be improved. PEO, PO, PSO to be included for all Programmes in PPR.

14. SWOT ANALYSIS

S. No.	Description	Comments
1	Strengths	• Good Learning Management System which provides an engaging learning experience • Four Quadrants of UGC effectively deployed in the teaching-learning process • Teaching by qualified and experienced Faculty members • Several events organized through online mode for knowledge and skill enhancement. Also organized an off-line event titled "Meet your Batchmates" to enable students to network with each other • Mentorship done on a regular basis - One Mentor for every 60 students for individual care (250/Mentor as per UGC guidelines) • Number of interactive live Classes more than stipulated by UGC for greater impact (15hrs for 4 credits, UGC guidelines-12hrs)
2	Weakness	• Students' attendance is a challenge as most of them are working professionals with work commitments & different working hours • Failure of technological support at times due to poor network in remote areas
3	Opportunities	• New Programs in emerging areas can be introduced • Skill based Certificate Courses can be introduced in collaboration with industry • Increase the numbers & enhance the geographical reach of these programs through better marketing and improved delivery
4	Threat/Challenges	• Threat of fierce competition due to fast growing Ed-tech space in India & across the globe • Need to focus on continuous quality improvement & good branding for staying relevant in the market

15. Innovation and Best Practices adopted

- Live Sessions are more than the recommended hours by the statutory body.
- Offline-Event Meet Your Batch mates enable a strong bonding among the learners as well as the faculty members.

16. Future Plan

1. Enhance teaching pedagogy through Faculty Development Programs to equip instructors with the latest educational methodologies and ICT tools.

2. Develop good assessment mechanism by creating question papers aligned with Bloom's Taxonomy to ensure effective evaluation of students' critical thinking and application skills.

3. Boost student attendance percentages by promoting interactive live learning experiences, to enhance participation.

4. Introduce Value-Added Programs incorporating skill-based training to help in career growth and boost employability.

5. Introduce foreign language courses to provide students with a well-rounded education and enhance global opportunities for employment.

6. Expand the range of academic programs offered, catering to diverse interests and ensuring a comprehensive educational experience for students.

7. Align the curriculum with industry needs, regularly updating content to reflect the latest trends and requirements. Conduct periodic reviews to ensure that learning needs are met.

8. Expand our national and global footprint.

9. Identify and collaborate with Foreign Universities for select courses.

Signature of the Committee members

1. _(signature)_ (Dr. M. GANESAN).

2. _(signature)_ (Dr. A. NALINI)

Director -CIQA	Director – Centre for Online Programs
(signature) 6/3/24	_(signature)_ 6.3.24