



Chelembra, PO. Pulliparamba, Malappuram Dt., Kerala - 673634.

Phone: 0483-2891623, Fax: 2891623, E mail: [devakiammapharmacycollege@gmail.com](mailto:devakiammapharmacycollege@gmail.com)

*Approved by Pharmacy Council of India, New Delhi and Affiliated to Kerala University of Health Sciences, Thrissur*

# **Academic and Administrative Audit (AAA) Report for the Academic Year 2019-2020**

# **Internal Quality Assurance Cell (IQAC) Report on Academic and Administrative Audit (AAA)**

**Action taken**

**(2019-2020)**



*S. Babu*

**Dr. G. Babu, M. Pharm., Ph.D.**  
Principal  
Devaki Amma Memorial College of Pharmacy  
Chelembra, Pulliparamba P.O.  
Malappuram Dt Kerala 673634

## DEVAKI AMMA MEMORIAL COLLEGE OF PHARMACY

### ACADEMIC AUDIT SCHEDULE 2019-2020

#### (ODD & EVEN SEMESTER)

#### Introduction

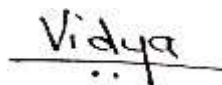
The Academic Audit was conducted on 10.02.2021. The purpose of Audit is to provide the opportunity for a regular strategic overview of the entirety of a Department's Teaching and Learning activity. The Self Evaluation Document (SED) of the Department with the supporting evidences was presented to the peer committee Experts. The Experts Members investigated the different aspects of the document and authenticated them. This report consolidates the findings of the experts and put forth the suggestions and area of improvements possible in the future.

Academic Audit Expert Committee members:

1. Mr. Syamjith P.  
Associate Professor  
Department of Pharmacology  
Sanjo College of Pharmaceutical studies  
Palakkad.



2. Mrs. Vidya S.  
Associate Professor  
Department of Pharmaceutics  
Karuna College of Pharmacy,  
Palakkad.



Dr. G. Babu, M. Pharm., Ph.D.  
Principal  
Devaki Amma Memorial College of Pharmacy  
Chelembra, Pulliparamba P.O.  
Malappuram Dt. Kerala - 673 634

Chelembra, PO. Pulliparamba, Malappuram Dt., Kerala - 673634.

Phone: 0483-2891623, Fax: 2891623, E mail: [devakiammapharmacycollege@gmail.com](mailto:devakiammapharmacycollege@gmail.com)

Approved by Pharmacy Council of India, New Delhi and Affiliated to Kerala University of Health Sciences, Thrissur

Schedule of the Academic Audit on 10.02.2021

Sl.No.	Time	Auditor -I (Department Audited)	Auditor II (Department Audited)
1.	09:30 am to 10:30 am	PVS Hospital	
2.	11:30 am to 12:30 am	Pharmacology & Pharmaceutics	Pharmaceutical Analysis & Chemistry
4.	12:30 pm to 01:30pm	Lunch	
5.	01:30 pm to 02:30 pm	Library and general amenities	NSS
6.	02:30 pm to 03:30 pm	B Pharm	Pharm D
7.	03:30 pm to 04:30 pm	Report writing and closing meeting	

List of files Audited: evaluation of each component may be done on 10-point scale and mention the points awarded in appropriate column

Sl.No.	Description	Evaluation	Comments	Points
<b>Curricular Aspects</b>				
1	Department Vision, Mission POs, PEO, PSOs			
2	Number of Certificate/ values added courses offered and online courses of MOOCs, SWAYAM, NPTEL, etc.			
	Students undertaking field projects/ internships / student Projects			
4	Structured feedback for design and review of syllabus (semester wise /year wise)			



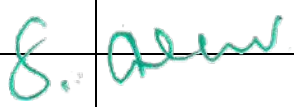

*G. Babu*  
Dr. G. Babu, M. Pharm., Ph.D.  
Principal  
Devaki Amma Memorial College of Pharmacy  
Chelembra, Pulliparamba P.O  
Malappuram Dt Kerala - 673 634



Chelembra, PO. Pulliparamba, Malappuram Dt., Kerala - 673634.

Phone: 0483-2891623, Fax: 2891623, E mail: [devakiammapharmacycollege@gmail.com](mailto:devakiammapharmacycollege@gmail.com)

Approved by Pharmacy Council of India, New Delhi and Affiliated to Kerala University of Health Sciences, Thrissur

	obtained from 1) Students, 2) Teachers, 3) Employers, 4) Alumini			
<b>Teaching Learning and Evaluation</b>				
5	1. Students Admitted in AY 2022-23 2. Seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy) during the AY 2022-23 3. Student - Full time teacher ratio 4. Record of Teaching and Non-Teaching staff profile			
6	Usage of ICT- enabled class rooms and tools for effective teaching and learning process used by the faculty members			
7	Internal Test Analysis for all classes			
8	End Semester Exam Result Analysis for allclasses.			
9	PO for the Programme and CO for all the courses and Attainment of PO and CO.			
10	Feedback on Teaching Learning process. Remedial coaching classes details.			
11	Course file (Theory and laboratory courses) (Please verify Internal Test marks' entry details in Anna Web portal).			
		 <b>Dr. G. Babu, M. Pharm., Ph.D.</b> Principal Devaki Amma Memorial College of Pharmacy Chelembra, Pulliparamba P.O. Malappuram Dt Kerala 673 634		
<b>Research, Innovations and Extensions</b>				

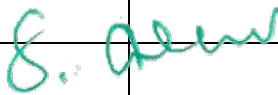
Chelembra, PO. Pulliparamba, Malappuram Dt., Kerala - 673634.

Phone: 0483-2891623, Fax: 2891623, E mail: [devakiammapharmacycollege@gmail.com](mailto:devakiammapharmacycollege@gmail.com)

Approved by Pharmacy Council of India, New Delhi and Affiliated to Kerala University of Health Sciences, Thrissur

12	Grants received from Government and non-governmental agencies for research projects			
13	No. of Research Supervisors and Scholar details and Ph. D awarded			
14	Workshops/seminars/conferences conducted including programs on Research Methodology, Intellectual Property Rights (IPR) and entre entrepreneurship			
15	1. Research paper publications International / National Journal and Conference) 2. Books and chapters published by faculty			
16	Extension Activities and awards 1. NSS activity 2. NCC activity 3. Club activities 4. Societal activity			
17	Number of MoUs and MoU related Activities			
<b>Infrastructure and Learning Resources</b>				
18	Department Budget			
19	procedures for laboratory maintenance			
<b>Student Support and Progression</b>				
20	Students benefited by scholarships and free ships provided by the Government and Management			
21	Capacity development and skills enhancement activities organized for improving students' capability 1. Soft skills			



  
**Dr. G. Babu** M. Pharm., Ph.D.  
 Principal  
 Devaki Amma Memorial College of Pharmacy  
 Chelembra, Pulliparamba P.O.  
 Malappuram Dt. Kerala - 673 634

	2. Language and communication skills 3. Life skills (yoga, physical fitness, health and hygiene, self-employment and entrepreneurial skills) 4. Awareness of trends in technology			
22	Students benefitted by guidance for competitive examinations and career counseling			
23	Placement of outgoing students and students progressing to higher education			
24	students qualifying in state/ national / international level examinations			
25	Awards/medals for outstanding performance in sports/ cultural activities at university / state/ national / international level			
26	Sports and cultural programs in which students participated (Internal and External)			
27	Alumini interaction			
<b>Governance Leadership and Management</b>				
28	Performance Appraisal forms for teaching and non-teaching staff			
29	Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year			<i>S. Alwar</i>
30	Number of teaching and non-teaching staff participating Faculty in development Programmes (FDP), Management			



Dr. G. Babu, M. Pharm., Ph.D.  
Principal  
Devaki Amma Memorial College of Pharmacy  
Chelembra, Pulliparamba P.O.  
Malappuram Dt Kerala 673634



Chelembra, PO. Pulliparamba, Malappuram Dt., Kerala - 673634.

Phone: 0483-2891623, Fax: 2891623, E mail: [devakiammapharmacycollege@gmail.com](mailto:devakiammapharmacycollege@gmail.com)

*Approved by Pharmacy Council of India, New Delhi and Affiliated to Kerala University of Health Sciences, Thrissur*

	Development Programmes (MDPs) professional development /administrative training programs during the year			
Institutional Values and Best Practices				
31	Promotion of gender equity and initiatives to celebrate / organize national and international commemorative days, events and festivals			

1. Overall assessment:

- ✓ All Audit Files were maintained properly,
- ✓ Student's participation in Value Added Courses, Internship and Field visit are appreciable
- ✓ Students are given good training and placements and it may further be continued.
- ✓ Community related activities are appreciable
- ✓ More Academicians and Industry Experts visited college for knowledge transfer.
- ✓ Teaching is well planned and prepared and effectively performed.
- ✓ All the departments conducted many programmes effectively
- ✓ Feedback on curriculum and ambiance of the Institution from the stakeholder is Obtained.
- ✓ Accordingly, Value added courses / Certificate courses are conducted
- ✓ Faculty members are given with financial support to attend the various programme conducted by other institution
- ✓ More internal FDPs are conducted for the faculty members,



*S. Babu*

Dr. G. Babu, M. Pharm., Ph.D.  
Principal  
Devaki Amma Memorial College of Pharmacy  
Chelembra, Pulliparamba P.O.  
Malappuram Dt Kerala 673634



Chelembra, PO. Pulliparamba, Malappuram Dt., Kerala - 673634.

Phone: 0483-2891623, Fax: 2891623, E mail: [devakiammapharmacycollege@gmail.com](mailto:devakiammapharmacycollege@gmail.com)

*Approved by Pharmacy Council of India, New Delhi and Affiliated to Kerala University of Health Sciences, Thrissur*

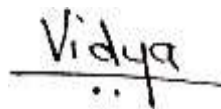
2. Suggestions for Improvement:

- ✓ Providing seed money for innovative research work may be initiated.
- ✓ Faculties with Ph. D can be encouraged to register as supervisors.
- ✓ More innovative idea must be encouraged among the students
- ✓ Students can be motivated to participate in Project and presentation competitions.
- ✓ More workshops can be organized for students to motivate them to become entrepreneurs.
- ✓ Students may be motivated to prepare for higher studies and Competitive Exams.
- ✓ Basic amenities and infrastructures in the college want to be improved.

## Expert Peer Team members' Signature



Auditor 1  
Mr. Syamjith P.  
Associate Professor  
Department of Pharmacology  
Sanjo College of Pharmaceutical studies  
Palakkad.



Auditor 2  
Mrs. Vidya S.  
Associate Professor  
Department of Pharmaceutics  
Karuna College of Pharmacy,  
Palakkad.



Dr. G. Babu, M. Pharm., Ph.D.  
Principal  
Devaki Amma Memorial College of Pharmacy  
Chelembra, Pulliparamba P.O.  
Malappuram Dt Kerala - 673 634

# **Academic and Administrative Audit Report**


## **Sample Audit Report**

### **Department of Pharmaceutical Chemistry**



*S. Babu*

**Dr. G. Babu, M. Pharm., Ph.D.**  
Principal  
Devaki Amma Memorial College of Pharmacy  
Chelembra, Pulliparamba P.O.  
Malappuram Dt. Kerala - 673 634

Sl.No.	Description	Evaluation	Comments	Points
<b>Curricular Aspects</b>				
1	Department Vision, Mission POs, PEO, PSOs	Yes	Verified the documents	10
2	Number of Certificate/ values added courses offered and online courses of MOOCs, SWAYAM, NPTEL, etc.	Yes	Verified the certificate courses documents	08
3	Students undertaking field projects/ internships / student Projects	Yes	Verified the project details, internship certificates.	10
4	Structured feedback for design and review of syllabus (semester wise /year wise) is obtained from 1) Students, 2) Teachers, 3) Employers, 4) Alumini	Yes	Verified the feedback documents	08
<b>Teaching Learning and Evaluation</b>				
5	1. Students Admitted in AY 2022-23 2. Seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy) during the AY 2022-23 3. Student - Full time teacher ratio 4. Record of Teaching and Non-Teaching staff profile	Yes	Verified the documents	09
6	Usage of ICT- enabled class rooms and tools for effective teaching and learning process used by the faculty members	Yes	Verified the tools, smart classrooms. 	07



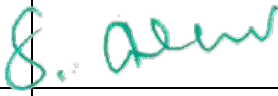
Dr. G. Babu, M. Pharm., Ph.D.  
Principal

Devaki Amma Memorial College of Pharmacy  
Chelembra, Pulliparamba P.O  
Malappuram Dt Kerala 673634

Chelembra, PO. Pulliparamba, Malappuram Dt., Kerala - 673634.

Phone: 0483-2891623, Fax: 2891623, E mail: [devakiammapharmacycollege@gmail.com](mailto:devakiammapharmacycollege@gmail.com)

Approved by Pharmacy Council of India, New Delhi and Affiliated to Kerala University of Health Sciences, Thrissur

7	Internal Test Analysis for all classes	Yes	Verified the internal test analysis booklets	10
8	End Semester Exam Result Analysis for all classes.	Yes	Verified the end semester exam result analysis	08
9	PO for the Programme and CO for all the courses and Attainment of PO and CO.	Yes	Verified the documents	09
10	Feedback on Teaching Learning process. Remedial coaching classes details.	Yes	Verified the documents	08
11	Course file (Theory and laboratory courses) (Please verify Internal Test marks' entry details in Anna Web portal).	Yes	Verified the documents	08
<b>Research, Innovations and Extensions</b>				
12	Grants received from Government and non-governmental agencies for research projects	Yes	Verified the project documents	6
13	No. of Research Supervisors and Scholar details and Ph. D awarded	Yes	Verified the documents	08
14	Workshops/seminars/conferences conducted including programs on Research Methodology, Intellectual Property Rights (IPR) and entre entrepreneurship	Yes	Verified the documents	10
15	1. Research paper publications International / National Journal and Conference) 2. Books and chapters published by faculty	Yes	Verified the documents 	10
16	Extension Activities and awards 1. NSS activity 2. NCC activity	Yes	Verified the documents	08



**Dr. G. Babu, M. Pharm., Ph.D.**  
Principal  
Devaki Amma Memorial College of Pharmacy  
Chelembra, Pulliparamba P.O  
Malappuram Dt Kerala 673634

	3. Club activities 4. Societal activity			
17	Number of MoUs and MoU related Activities	Yes	Verified the documents	07
<b>Infrastructure and Learning Resources</b>				
18	Department Budget	Yes	Verified the documents	07
19	procedures for laboratory maintenance	Yes	Verified the documents	09
<b>Student Support and Progression</b>				
20	Students benefited by scholarships and free ships provided by the Government and Management	Yes	Verified the documents	07
21	Capacity development and skills enhancement activities organized for improving students' capability 1. Soft skills 2. Language and communication skills 3. Life skills (yoga, physical fitness, health and hygiene, self-employment and entrepreneurial skills) 4. Awareness of trends in technology	Yes	Verified the documents	09
22	Students benefitted by guidance for competitive examinations and career counseling	Yes	Verified the documents	08
23	Placement of outgoing students and students progressing to higher education	Yes	Verified the documents	07
24	students qualifying in state/ national / international level examinations	Yes	Verified the documents	08
25	Awards/medals for outstanding performance in sports/ cultural	Yes	Verified the documents	05



Dr. G. Babu, B.Pharm., Ph.D.  
Principal

Devaki Amma Memorial College of Pharmacy  
Chelembra, Pulliparamba P.O  
Malappuram Dt Kerala 673634

	activities at university / state/ national / international level			
26	Sports and cultural programs in which students participated (Internal and External)	Yes	Verified the documents	08
27	Alumini interaction	Yes	Verified the documents	08
<b>Governance Leadership and Management</b>				
28	Performance Appraisal forms for teaching and non-teaching staff	Yes	Verified the Appraisal documents	08
29	Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year	Yes	Verified the documents	10
30	Number of teaching and non- teaching staff participating Faculty in development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the year	Yes	Verified the documents	09
<b>Institutional Values and Best Practices</b>				
31	Promotion of gender equity and initiatives to celebrate / organize national and international commemorative days, events and festivals	Yes	Verified the documents	09



*S. Babu*

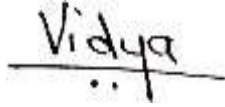


Chelembra, PO. Pulliparamba, Malappuram Dt., Kerala - 673634.

Phone: 0483-2891623, Fax: 2891623, E mail: [devakiammapharmacycollege@gmail.com](mailto:devakiammapharmacycollege@gmail.com)

*Approved by Pharmacy Council of India, New Delhi and Affiliated to Kerala University of Health Sciences, Thrissur*

## Expert Peer Team members' Signature



Mrs. Vidya S.  
Associate Professor  
Department of Pharmaceutics  
Karuna College of Pharmacy,  
Palakkad.





Dr. G. Babu, M. Pharm., Ph.D.  
Principal  
Devaki Amma Memorial College of Pharmacy  
Chelembra, Pulliparamba P.O.  
Malappuram Dt. Kerala - 673634