



DON BOSCO ARTS & SCIENCE COLLEGE

Accredited by NAAC with B++

Angadikadavu P.O., Kannur Dt., Kerala - 670 706

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ACADEMIC ADMINISTRATIVE AUDIT (AAA)

COMMITTEE-2023-24

| Sl No. | Name | Designation | Ph. No. |
|--------|--------------------------|-------------------------------|------------|
| 01. | Fr. Dr. Francis Karackat | Principal(Chairman) | 9447077360 |
| 02. | Jossy Chacko | IQAC Supervisor (Member) | 8848867426 |
| 03. | Babu Grigoriose | Office Superintendent(Member) | 9495864601 |
| 04. | Vineetha Mathew | Asst. Prof. (Member) | 9048425015 |
| 05. | Nishamol N V | Asst. Prof. (Member) | 9497403934 |

ACADEMIC ADMINISTRATIVE AUDIT REPORT

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| 01. | Institutional Vision, Mission, and Strategic Planning | <p>The vision HEI is “To form synergized and enlightened global citizens equipped to respond to the opportunities and challenges of the rapidly changing world.”</p> <p>The Mission is “To mould intellectually competent, morally upright, socially committed, civically responsible, and spiritually inspired persons through an innovative and holistic approach to education”</p> <p>Don Bosco Arts & Science College always trying to be honest with its Mission & Vision Statements. College introduced New gen courses like BSc Artificial Intelligence & Machine Language from this academic year onwards, and also college is planning to introduce Programmes like BSc Cyber Security, BSc Data Analytics in coming future.</p> |
| 02. | Curriculum and Academic Program | <p>The academic calendar is prepared in the month first month of the Academic year in accordance with the University’s Academic Calendar and the same is followed throughout the</p> |



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| | Review | <p>year. The college hand-Book is also prepared in the first month of the academic year.</p> <p>Outcome Based Education is introduced in the College from the academic year 2023-2024. Course Plan is prepared accordingly and the same will be submitted at the end of each semester.</p> <p>Faculty evaluation is carried out at the end of each semester and the result is communicated to the faculty.</p> <p>Academic Class Committee is introduced from this Academic year onwards to evaluate the classes at 20% and 80% of course completion.</p> |
| 03. | Faculty and Staff Development | <p>Faculty Recruitment is carried out at the beginning of the academic year. Advertisement for the vacancies is circulated through various online media and social networks. Faculty Development Programme was conducted from 29-05-2023 to 02-06-2023.</p> <p>Orientation programmes for the new staff was also conducted by the Principal and the Manager.</p> <p>The Mentoring system followed in the HEI was introduced to the new faculty by Head of the Department, Value Education Mr. Jose K.J.</p> |
| 04. | Student Support Services | <p>Various academic and non academic programmes are conducted for the allover development of the students.</p> <ol style="list-style-type: none"> 1. Yoga Day 2. Environment Day 3. Reading Day 4. Talent Hunt 5. Onam Celebration 6. College Arts Fest 7. College Sports Day 8. Christmas Day Celebrations 9. Debate Competitions 10. Rain Walk <p>Etc are some of the events conducted by the College</p> |
| 05. | Infrastructure and Facilities | <p>Time to time maintenance activities are carried out in the institution. The computer Lab, Psychology Lab, MCJ Theatre, Air Conditioned Theatre-cum-Auditorium etc. is maintained properly.</p> <p>All journals, magazines etc are renewed for the academic year. Free WiFi is available to the students.</p> <p>The solar power system is fully operational.</p> <p>Bund is constructed in the stream flowing behind the College to</p> |



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| | | <p>conserve water.</p> <p>Napkin vending machines and incinerators are installed in ladies toilet for the convenience.</p> |
| 06. | Administrative and Financial Management | <p>Admission of students to the college is through single window system of the Kannur University. As the college is a self Finance institute, fifty percent of admission is done through management quota. During admission procedure, all government norms regarding reservation is followed.</p> <p>The major source of income for the college is through the fee collected from the students.</p> <p>In the beginning of the academic year, detailed budget is prepared by the administrator of the college and the same will be followed.</p> <p>The Financial Audit is carried out by M. Thomas & Co, Chartered Accountants, Kochi.</p> <p>Institution participates in AISHE survey, NIRF.</p> <p>Institute is ISO Certified.</p> <p>The institute is approved by AICTE and extension of approval is done every year.</p> |
| 07. | Community Engagement and social Responsibility | <p>Don Bosco Arts & Science College is committed for the holistic development of the students. College is constructing a SNEHAVEEDU (Home for Homeless) every year. The house is constructed by the support of students, parents, management, alumni and other collaborators.</p> <p>The Key presentation of Snehaveedu was on 29-01-2024.</p> <p>Blood Donation Camps are organized in the college as part of the commitment to the society.</p> <p>Departments organize Snehabhavan visits as part of extension Activities.</p> <p>6 Students from riot hit Manipur are studying in the college for free of cost.</p> |
| 08. | Alumni Engagement | <p>December 26 of every year marked as the day for Alumni Meeting. Around 200 members joined the gathering. Alumni support the College in various activities. Alumni Association financial supported the poor students who desires to participate in University Arts Fest.</p> |



Challenges and threats:

Admission is the main challenge faced by the institute. The students who seek admission in science subjects are very low comparing to arts subjects. Large number of students is going abroad for their higher studies.

Number of seats is vacant in nearby Govt. and Govt. aided colleges also. The scholarships for SC/ST students are not distributed to the students who prefer Self Financial Colleges.

As the college is Self Financial, no government fund is available for any development/research etc.

Perspective Plan:

As the number of students getting admitted into BSc Mathematics and MSc Mathematics reduced, college disaffiliated these programmes.

College is started with new-generation programme BSc Artificial Intelligence and Machine Learning in the academic year 2023-2024. And also, HEI is planning to introduce Programmes like BSc Cyber Security and BSc Data Analytics in the coming years.

HEI introduced scholarships for the students who join with high marks. Scholarships are given to the students who secure A and A+ grades.

Active participation in University Arts & Sports also attracted the students. Don Bosco Arts & Science College stood 4th or 5th in the university Arts Fest in the last years far ahead of number of Govt. and Aided colleges.

Personal care is given to each and every student of the college. Two experienced full time mentors are always available in campus.

Parents are given active rolls in academic and extracurricular activities.

Don Bosco Arts & Science College is the only campus in Kannur University with State-of-the art Air conditioned Theatre-cum-Auditorium.



A handwritten signature in green ink, appearing to be "FR. DR. FRANCIS KARACKAT".

FR. DR. FRANCIS KARACKAT
PRINCIPAL
DON BOSCO ARTS & SCIENCE COLLEGE
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