

**BHARATHIAR UNIVERSITY: COIMBATORE-641046**

**INTERNAL QUALITY ASSURANCE CELL**

**FORMAT FOR DEPARTMENT ACADMEIC AUDIT [2021-2022]**

Name of the Department: *Extension and Career Guidance*

Date : *24-09-2022*

Name, Designation and Address of Academic Audit Experts: *Prof. Dr. J. Asthi,  
Head, Department of Business Administration, Animeshikyan Institute of  
Home Science and Higher Education, Coimbatore.*

Faculty Members Present:

- 1. Prof. Dr. A. Vimala - Head*
- 2. Dr. S. Sadhasivam - Associate Professor*
- 3. Dr. C. Dhayanand - Assistant Professor.*

Criterion	Items	Verification Yes / No	Comments	Suggestions for improvement
<b>I. Curriculum</b>	Steps followed in the designing of syllabus & Curriculum	Yes	- Syllabus is framed by subject coordinator and consulted with HoD and subject experts. - Final approval from academic council	Syllabus design found to be satisfactory.
	Contents of the Curriculum	Yes	- upto date with future career	Contents found to build skills needed for employability. Pls. open book assessment may be introduced.
	Validation done	Yes	- Feedback based validation	Feedback considered during syllabus updation.
	Credits allotted / distribution - logic	Yes	- Credits were allotted as per the university norms	As per UGC norms

<b>Curriculum Transaction</b>	Teaching Methods & Teaching aids	Yes	- Blended method of teaching - Projector, Video, white board	Self learning may be encouraged.
	E-Learning Modules [Give details including MOOC courses]	Yes	- Introduced SWAYAM courses in the curriculum and students have to complete 2 credit swayam course along with their regular curriculum.	Encourage faculty to apply for swayam course as career guidance lectures may be less.
	Project Work UG/PG	Yes	- Industry based and societal problem based works were done by the students.	Adequate number of projects given as a part of the Curriculum.
	Internal Assessment - Components - Uniqueness	Yes	- From 2021-22, 50-50 pattern of Internal-External were implemented with the internal being divided into four components.	change in the pattern of internal assessment is appreciable.
	Student Support - remedial coaching	Yes	- Identifying slow and fast learners and allotting special programs for their engagement.	Document verified and found to be satisfactory.
	Feedback from students	Yes	- Collected periodically on subject, faculty.	Students' feedback is documented.
	Steps taken on the feedback	Yes	- Placed and incorporated in the syllabus through BOS.	feedback is considered in multiple perspective of faculty improvement and syllabus update.