DON BOSCO COLLEGE, SULTHAN BATHERY
Affiliated to University of Calicut
NAAC Accredited Institution with 'B' Grade
An ISO 9001:2015 Certified Institution

Audit Report

The IQAC conducted the first Internal Audit for the academic year 2020-2021from 15th March to 17th March 2021 for all the departments. The following anomalies were noted and registered:

Department: Commerce, Re-audited on 29-03-2021

- Result analysis file not updated
- No weekly class test document
- Student signature is missing in Monthly attendance

Department: Language, Audited on 16-03-2021

- Some files have missing header
- Course outcome should be completed in Moodle
- FDP file not updated
- No weekly class test document

Department: English, Audited on 15-03-2021

- No non conformities found

Department: Computer Science, Audited on 16-03-2021

- Result Analysis file not updated
- Weekly test paper details missing

Department: Travel and Tourism Management, Audited on 16-03-2021

- Student diversity file not updated
- Department Annual report not filed
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Department: Psychology, Audited on 17-03-2021

The following files are not maintained

- Workload
- Internal Marks
- Internal Consolidated
- Daily Adjustment
- Budget and Stock
- Teacher- Student ratio

- CQC
- Mentoring
- Slow Learners

Department: Library, Audited on 17-03-2021

- Library committee register is not updated

Department: Management, Audited on 19-03-2021

- Fourth semester monthly carry forward attendance is not shown in the register.

Department: Social Work, Audited on 30-03-2021

- First and sixth semester BSW attendance register is not completed.

Department: Physical Education, Audited on 19-03-2021

- Faculty profile is not maintained
- All files have incomplete headers
- Student enrolment details need to be maintained academic year wise
- Budget details need to be updated
- Student Duty leave forms need to be maintained
- Activity file needs to be maintained
- Open Course, Timetable, Course Plan , Course Plan, Course Outcomes, Mark lists, Student lists of open course must be maintained. No details of academic year 2020-2021 present.
- Workload of faculty member and time table is not filed
- Log book for gym users is not filed to date
- Student achievement file and participation file is not updated
- House allocation details need to be formatted

IQAC Coordinator   **Principal**