



**St. Francis**

**College for Women**

Begumpet, Hyderabad-500016

(Autonomous & Affiliated to Osmania University)

## **Internal Quality Assurance Cell (IQAC)**

**INTERNAL ACADEMIC AUDIT REPORT**

**2023-2024**

### Internal-Audit Team

Date: 24/04/24

Time: 10:00 am -3:00 p.m.

S.No	Department	Audit Team
1.	Commerce	Ms.Padmashree
2.	BMS B.Voc	Dr.Alice
3.	Political Science Public Administration	Dr.Vanishree
4.	Economics History	Dr.Gayathri
5.	Psychology Computer science	Dr.Usha Praveena V.J.
6.	Languages English	Dr.Sr.Sujatha Eruva Dr.Shiny
7.	Microbiology Nutrition	Dr.Mallika Shetty
8.	Botany Zoology	Ms.Latha S
9.	Physics Electronics	Dr.Jyothi Rani
10.	Statistics EVS Mass Communication	DrVidya Jayaram
11.	Health centre Sports Placement cell	Dr.Reena Deewan
12.	Biochemistry Biotechnology	Dr.Savitha
13.	Chemistry Mathematics	Dr.Nandini
14.	NCC NSS	Ms.Vijayalakshmi
15.	Library Counselling Centre SFC Wings	Dr.S.Kanchana Dr.P.Roselin

**Pre-Audit Meeting:**

The internal audit team was given a briefing by the IQAC Coordinator Dr.P.Roseline regarding the checklist shared with the heads of departments and were directed to review all documents listed within it. Their task involved providing remarks on documentation, offering suggestions, and making recommendations tailored to each department's specific profile.

**Post Audit Meeting:**

Following the audit, the team convened in the principal's office to discuss their assessments of various departments. They shared their insights and recommendations with the principal and the IQAC. The remarks and recommendations made by the above team were shared to the HODs.

**Recommendations:**

- Faculty should have more Projects.
- Focus on Research & Consultancy services.
- Initiate certificate courses(languages)
- CBP to be conducted.
- More Research Publications in Scopus
- E content development

**Conclusion:**

To monitor and improve academic quality and standards, which are required to achieve goals and objectives, academic audit was carried. It also served as an opportunity to comment on the degree to which procedures were implemented effectively and to consider best practices for upholding quality. The suggestions made by the audit team was shared with the Hods of the departments. This approach ensures that standards are upheld and opportunities for improvement are identified. Through this assessment and feedback, the IQAC contributes to enhancing the department's operations and effectiveness.



*Poul.*  
 Signature of IQAC coordinator  
 IQAC Coordinator  
 St. Francis College for Women  
 Begumpet, Hyderabad-16.

*Le. Juv.*  
 Signature of the Principal  
 Principal  
 St. Francis College for Women  
 Begumpet, Hyderabad-16.