

## EXTERNAL ADMINISTRATIVE AND ACADEMIC AUDIT REPORT 2024-25

Name of the Institution	: Amala Institute of Medical Sciences, Thrissur
Year of Establishment	: 2003
Affiliated University	: KUHS
Type of Audit	: External Academic and Administrative Audit.
Date of Audit	: 12th September 2025

### Auditing Team Members (External Experts):

Dr. Pramod Menon, Professor, Government Medical College, Thrissur

Dr Asha Raj S, IQAC Coordinator, Amala College of Nursing, Thrissur

Prof Chanlin Chacko, QAS Coordinator, Amala College of Nursing, Thrissur

Mr. N.K. Nikhil, Assistant Professor, Rajagiri College of Social Sciences (RCSS), Cochin

### External Administrative and Academic Audit Report (AAA)

Ref. No.	Key Areas	Remarks / Observations
I	<b>Infrastructure Facilities</b>	Good work done in infrastructure facilities. Infrastructure-related requirements are met; the medical college provides a conducive learning environment supporting high-quality medical education. <b>Suggestions / Additions:</b> <ul style="list-style-type: none"> <li>• To make documents more complete with the addition of pneumatics and latest upgrades.</li> <li>• Add more geotagged colour photographs.</li> <li>• Add in-house sports and cultural events.</li> </ul>
II	<b>Teacher Profile and Teaching Learning</b>	Good documentation in teacher profile and teaching-learning areas. <b>Suggestions:</b> <ul style="list-style-type: none"> <li>• Student progress details to be unified, and student profiles to be included.</li> </ul>
III	<b>Curriculum Implementation Monitoring</b>	Good grade in curriculum implementation and planning. <b>Areas to Focus:</b> <ul style="list-style-type: none"> <li>• Add-on, Value-added, and Certificate courses.</li> </ul>

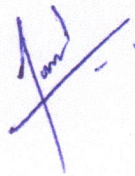


Ref. No.	Key Areas	Remarks / Observations
IV	Quality Assurance System	<p>Exemplary work done in Quality Assurance System.</p> <p><b>Suggestions:</b></p> <ul style="list-style-type: none"> <li>• Include accrediting agency reports (NMC, University, etc.) in external audits.</li> <li>• <b>Add corrective action report of employee satisfaction survey.</b></li> <li>• The Quality Policy and Manual should be more comprehensive and encompass all the quality initiatives of the institution.</li> </ul>
V	Research Enabling Environment	<p>Excellent work; efforts are appreciated.</p> <p><b>Suggestions:</b></p> <ul style="list-style-type: none"> <li>• Add Seed Money policy to Research Policy.</li> <li>• Add index list for all documents.</li> </ul>
VI	Outreach Programmes	<p>Exemplary work in community outreach programmes including health awareness drives, medical camps, and educational events.</p> <p><b>Suggestion:</b> Ensure clarity of photographs with the Principal's sign and seal on all pages.</p> <p>Collect the appreciation letters given to the volunteer faculty.</p>
VII	Student Support and Guidance Programme	<p>Good work in documentation.</p> <p><b>Suggestions:</b></p> <ul style="list-style-type: none"> <li>• Include documents of mentor-mentee programme.</li> <li>• Overall improvement of alumni activities</li> </ul>
VIII	Institutional Governance	<p>Administration/HR policy rated as exemplary.</p> <p><b>Suggestion:</b></p> <p>Add Geotagged photos in Meeting minutes Include the latest Finance Committee meeting minutes.</p>
IX	Innovation and Best Practices	<p>Exemplary grade achieved.</p> <p><b>Suggestions:</b></p> <ul style="list-style-type: none"> <li>• Add separate list of best practices.</li> <li>• Include an index listing those best practices.</li> </ul>
X	Feedback Implementation Process	<p>Good work observed.</p> <p><b>Suggestions:</b></p> <p>Attach employer feedback form. Attach colour copy of Graphs Provide details of collaboration with professional organizations.</p>



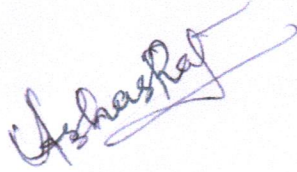
**External Academic and Administrative Audit Report Submitted by:**

- 1). Dr. Pramod Menon, Professor, Government Medical College, Thrissur



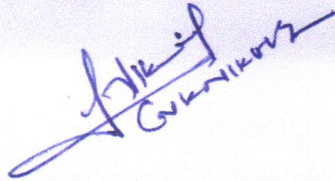
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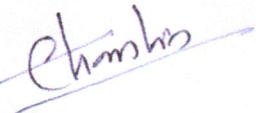
- 2). Dr. Asha Raj S, IQAC Coordinator, Amala College of nursing Thrissur



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