Indian Institute of Space Science and Technology

Thiruvananthapuram 695 547

Department of Humanities and Social Sciences

Academic Audit Report
2021-2022

Academic audit committee

Internal members

Sl.No.	Faculty Name	Role
1	Dr. C. S. Shaijumon, Associate Professor, Humanities and Social Sciences	Chairman
2	Dr. Gigy. J. Alex, Associate Professor, Humanities and Social Sciences	Convenor
3	Dr. K. Prabhakaran, Professor, Chemistry	Member

External members

Sl. No.	Name	Designation	Email	Mobile	Name of the Institute	Role
1	Prof. S R Sheeja	Professor & Head	sheejasunil99@gmail.com	9497211518	University of Kerala	Member
2	Dr. Sathyaraj Venkatesan	Professor	sathya@nitt.edu	09894568617	University of Kerala	Member

I Department profile

1	No. of Permanent Faculty Members	5
2	No. of Adjunct Faculty Members	0
3	No. of Contract Faculty Members	0
4	No. of Guest Faculty Members	0
5	No. of Emeritus Professors / Visiting Faculty Members	0
6	No. of Technical Staff / Tutors (Permanent)	0
7	No. of Technical Staff / Tutors (Contract)	3

8	No. of JRFs/ SRF/ JPF (excluding PhD students)	0
9	No. of Project Fellows	0
10	No. of Research Associates	1
11	No. of Post Doctoral Fellows	2

II Details of academic programmes and student strength in numbers

A .Undergraduate/ Dual Degree / Postgraduate programmes

Sl. No.	Programme	Year	Sanctioned strength in the academic year	Student strength in the academic year (At the start of even semester)	Female student strength in the academic year	No. of passed out Students	Pass Percentage
1			0	0	0	0	0.00
Total			0	0	0	0 .	

B. Details of Student Demand Ratio

Programme	No. of students applied	No. of students admitted	Comments	Suggestions
	0	0		

C. Doctoral Degree

PhD	During the academic year			Degree awarded
	Sanctioned seats	No. of students admitted	Current student strength	
PART TIME	4	4	0	1
FULL TIME	11	11	0	1
Total	15	15	0	2

III Details of core courses and electives in each programme

Sl. No.	Programme Name	Course code	Course name	Core/ Elective	Credits assigned	As per curriculum revision/ newly added elective course/ syllabus revised
1	B.Tech.: Aerospace Engineering	HS461	Science Fiction	Institute Elective	3	
2	B.Tech.: Aerospace Engineering	HS466	Space Economics and Policy	Institute Elective	2	
3	B.Tech.: Aerospace Engineering	HS469	Game Theory	Institute Elective	2	

4	B.Tech.: Aerospace Engineering	HS462	Visual Communication	Elective	3	
5	B.Tech.: Aerospace Engineering	HS321	Principles of Management Systems	Core	3	
6	B.Tech.: Aerospace Engineering	HS211	Introduction to Economics	Core	2	
7	B.Tech.: Aerospace Engineering	HS221	Introduction to Social Science and Ethics	Core	2	
8	B.Tech.: Aerospace Engineering	HS111	Communication Skills	Core	3	
9	B.Tech.: Electronics and Communication Engineering(Avionics)	HS461	Science Fiction	Institute Elective	3	
10	B.Tech.: Electronics and Communication Engineering(Avionics)	HS466	Introduction to Space Economics and Policy	Institute Elective	2	
11	B.Tech.: Electronics and Communication Engineering(Avionics)	HS469	Game Theory	Institute Elective	2	
12	B.Tech.: Electronics and Communication Engineering(Avionics)	HS462	Visual Communication	Elective	3	
13	B.Tech.: Electronics and Communication Engineering(Avionics)	HS321	Principles of Management Systems	Core	3	
14	B.Tech.: Electronics and Communication Engineering(Avionics)	HS212	Introduction to Social Science and Ethics	Core	2	
15	B.Tech.: Electronics and Communication Engineering(Avionics)	HS222	Introduction to Economics	Core	2	
16	B.Tech.: Electronics and Communication Engineering(Avionics)	HS111	Communication Skills	Core	3	
17	Dual Degree: Engineering Physics	HS311	Principles of Management Systems	Core	3	
18	Dual Degree: Engineering Physics	HS211	Introduction to Economics	Core	2	
19	Dual Degree: Engineering Physics	HS221	Introduction to Social Science and Ethics	Core	2	
20	Dual Degree: Engineering Physics	HS111	Communication Skills	Core	3	

IV Review on Curriculum

Criteria	Reponse	Revision made during this academic year	Comments on curriculum, if any	Suggestions for improvement

| Qualitative comment on the content of the curriculum | EXCELLENT | yes | Two new papers on Game Theory(Economics) and Critical Writing(English) were introduced and revised the syllabus of Principles of Management System (Management) and Science Fiction (English). Involving expert members from the Board of Studies ensu | |

V Review on Teaching, Learning and Evaluation

Sl. No.	Criteria	Response based on criteria	Comments	Suggestions
1	Any innovative teaching methods/aids adopted?	Yes	Invert traditional teaching by having students review lecture materials or readings at home and use class time for active discussions, debates, and collaborative projects. Promotes deeper engagement with course content, allows for personalized learning experiences, and fosters critical thinking and application of concepts. Present real-life scenarios or historical cases for analysis and discussion in class. Encourages application of theoretical knowledge to practical situations, enhances problem-solving skills, and provides context for understanding complex issues in humanities, management, and social sciences.	
2	Is any e-learning modules developed?	Yes	Include a variety of multimedia elements like audio recordings, videos, interactive exercises, and animations to cater to different learning preferences and enhance engagement. Incorporate interactive quizzes and exercises to reinforce learning and provide immediate feedback to learners.	
3	**Student evaluation procedure**			
	Criteria	**Response**	**Comments**	**Suggestions**

Criteria	Response	Comments	Suggestions
Course evaluation	Internal External	Incorporating quizzes, projects, presentations, and assignments provides a well-rounded evaluation approach. This variety allows for assessing different aspects of student learning, including knowledge retention, practical application, communication skills, and project management abilities. Projects and assignments specifically emphasize application skills, ensuring that students can apply theoretical knowledge to practical scenarios. This approach aligns well with real-world expectations in technical fields where practical skills are highly valued.� �	
Project evaluation	Internal	Project evaluation is a critical component of assessing students' understanding, application of knowledge, and overall learning outcomes. Developed detailed rubrics outlining specific criteria for evaluation. Include categories such as content knowledge, creativity, organization, presentation skills, and adherence to guidelines. Assigned weights to each criterion based on its importance in assessing the project�s overall quality. Clearly communicate these weights to students to clarify the relative importance of each criterion.	

4	**Evaluation components**		
Criteria	**Response**	**Comments**	**Suggestions**
Theory	Continuous assesment and end semester exam, Continuous assesment and course project	Evaluate students' ability to articulate and communicate effectively during speaking exercises or dialogues. Assess reading comprehension through activities involving texts or online resources available in the lab. Evaluate students' writing skills by assigning tasks such as compositions or responses to prompts.	

Lab	Continuous assesment and course project	Designed assessments that target specific language skills such as listening, speaking, reading, and writing. Use a variety of tasks and formats to assess different aspects of language proficiency. This could include role-plays, simulations, interactive exercises, and multimedia projects. Incorporating quizzes, projects, presentations, and assignments provides a well-rounded evaluation approach. This variety allows for assessing different aspects of student learning, including knowledge retention, practical application, communication skills, and project management abilities. Projects and assignments specifically emphasize application skills, ensuring that students can apply theoretical knowledge to practical scenarios. This approach aligns well with real-world expectations in technical fields where practical skills are highly valued.	
Project/ Internship/ Seminar	Final evaluation	Project evaluation is a critical component of assessing students' understanding, application of knowledge, and overall learning outcomes. Developed detailed rubrics outlining specific criteria for evaluation. Include categories such as content knowledge, creativity, organization, presentation skills, and adherence to guidelines. Assigned weights to each criterion based on its importance in assessing the project�s overall quality. Clearly communicate these weights to students to clarify the relative importance of each criterion.	
5	**Continuous Assessment Components**		

	Theory	Quiz I Quiz II -	Incorporating quizzes, projects, presentations, and assignments provides a well-rounded evaluation approach. This variety allows for assessing different aspects of student learning, including knowledge retention, practical application, communication skills, and project management abilities. Projects and assignments specifically emphasize application skills, ensuring that students can apply theoretical knowledge to practical scenarios. This approach aligns well with real-world expectations in technical fields where practical skills are highly valued.	
	Lab	Class exercise evaluation End Semester Examination	◆ ◆ ◆ ◆ Ensure that assessments in the language lab align with the broader learning objectives of the course or language program. Assessments should reinforce and measure progress toward these objectives. Leverage the technology available in the language lab to facilitate assessments. This could include recording students' oral presentations or conversations for later review and evaluation.	
6	Is there any remedial coaching to support weak performers?		Offer writing prompts, grammar exercises, and collaborative writing tasks to improve written communication skills. Use adaptive learning technologies to customize the learning experience based on learners' progress and proficiency levels. Create branching scenarios where learners make decisions that lead to different outcomes, promoting critical thinking and language use in context.	

7	Is academic feedback from students taken regularly?		Through structured surveys that include both quantitative and qualitative (open-ended questions) components. Surveys can be conducted electronically or on paper, depending on accessibility and preferences. We have also focus group sessions with small groups of students to delve deeper into specific issues or gather more detailed qualitative feedback. This allows for interactive discussions and brainstorming. We encourage students to provide informal feedback through suggestion boxes, online forums, or one-on-one discussions with instructors. This can capture spontaneous thoughts and suggestions. Collect feedback at strategic points throughout the academic term, such as mid-semester and end of semester, to capture ongoing experiences and improvements.	
8	What are the steps taken based on student's feedback?		Feedback was collected after specific milestones, assignments, or projects to address immediate concerns and adjustments. Include questions that cover various aspects of the learning experience, such as course content, teaching methods, assessments, and overall organization. Pose specific questions related to students' understanding of concepts, clarity of instructions, usefulness of resources, and relevance of assignments.	
9	Is Class committee meetings conducted?		Committees provide a structured platform for students to voice their opinions, concerns, and suggestions regarding various aspects of their courses. Representing the student body, committees ensure that feedback reflects the diverse needs and experiences of students, contributing to more inclusive and comprehensive improvements. By convening regularly, committees facilitate ongoing dialogue between students and faculty/administration, enabling continuous assessment and refinement of course content, delivery methods, and learning experiences.	

VI Department faculty credentials

Sl. No.	Criteria	Response	Comments	Suggestions
1	Percentage of faculty with PhD	5		
2	No. of journal articles published	12		
3	No. of books published	0		
4	No. of book chapters published	3		
5	No. of invited talks/ conferences/ workshops attended	0		
6	No. of research projects funded by IIST			
7	No. of research projects funded through ASRG/IIST-ISRO/DoS	1	Indian Council of Social Science Research Topic -Lifeline for Remote India: A study on Tele Medicine Units in India - Shaijumon C. S .- 13,97,500	
8	No. of externally funded research projects like CSIR, DST, DRDO etc.	1		
9	No. of patents published/awarded	0		
10	No. of patents filed	0		
11	No. of faculty/student awards received	0		
12	No. of conferences/Workshops/ seminars/Colloquium Organized	12		
13	No. of conference paper published	2		
14	No. of visits made by the faculty/ student for research collaborations/ invited talks/conferences abroad	0		
15	No. of Industry collaborative projects	0		
16	No. of ISRO mission related projects/ activities	0		
17	No. of consultancy services entertained	0		

VIII Details of student co-curricular activities

Criteria	Response	Comments	Suggestions
Whether students are involved in extra curricular & co-curricular activities?		Our students actively participate in the annual cultural festival and technical festival. They also have shown interest in sports and participation in the annual sports day.	
Whether students are doing internship abroad?			
Whether students are doing internship at national academic institutes / universities?			

Whether students are doing internship at ISRO/ Industries/ R&D institutes?			Our students take courses and internships from national institutes like the University of Kerala, CDS and JNU. Many students from reputed institutes like IISERs, NITs, state universities, and central universities come to our department for internships. Students who have got scholarships like Aspire also come to our departments. These interns after the completion of their project work submit a report and present their work before the department.	
Whether the department conducts outreach programs?			The department plays an active part in conducting outreach programmes. Many of the research scholars and teachers are active members. As part of various courses they constantly conduct field visits and surveys, and some of our students have also made documentaries as well.	
Whether department has alumni activities?			Yes, Alumni meet of our scholars are held both online and offline. They offer guidance to the current scholars in securing scholarships and applying for collaborations. They also participate in induction programs of the institute.	

IX Details of placement/ higher studies of students

Criteria	UG	PG	PhD	Comments	Suggestions

No. of students placed	0	0	5	Dr Pavanam Thomas joined as Assistant Professor at S B College, Chenganacherry on 17 June 2021 Dr Anu Kuriakose joined as Assistant Professor on 16 August, 2021 at SRM AP and worked till September 23, 2022. Dr Gayathri joined as Assistant professor on 14 January 2022 at IIIT Kottayam Dr Rakesh R Menon is Deputy Registrar, IIST Dr Jayalekshmi joined as Assistant Professor at Govt college, Nedumangad on 9.9.21	
No. of students opted for higher studies	0	0	0		
No. of students cleared GATE/ SLET/ NET/ CSIR/ UGC/ Others etc.	0	0	0		

X Infrastructure in the Department

Sl. No.	Criteria	Response	Comments	Suggestions
1	No. of classrooms	0		
2	No. of seminar/ conference rooms	2		
3	No. of instruction labs	2		
4	No. of research labs	0		
5	No. of full-fledged e-learning classrooms	1		
6	No. of computing labs	1		
7	Is there any lab with potential for centre of excellence?			
8	Is there any labs sponsored by external agency?			

9	Inter-disciplinary research facility		The department supports partnerships with other academic institutions, research centers, industry partners, and non-profit organizations to leverage expertise, resources, and funding opportunities.. We organize regular seminars, workshops, and conferences that bring together scholars, researchers, and practitioners from diverse disciplines to exchange ideas and collaborate on research projects.	
10	Is there any common amenities like restroom, recreation club, etc.?		There is a recreation room and discussion room available used for academic and non-academic discussions and celebrations. These rooms undergo constant updating improving their technological capabilities.	
11	Is there any facilities for differently abled?		Ramp and lift facility available	
12	Is there any Department library?		Yes Department library which was initiated through active contribution of books by visitors and visiting faculty who used to take classes at IIST.At present our research scholars and faculty members actively take care of the dept. library	

XII Additional Information

1.	Does the curriculum of each programme offered by the department provide the Programme Educational Objectives (PEOs)/Programme Specific Outcomes (PSOs) and Programme Outcomes (POs)?	Yes
2.	Do the courses offered in each programme by the department provide the Course Objectives and Course Outcomes (COs) written in clear terms?	Yes
3.	Give the status of adopting Choice Based Credit System (CBCS) in the programmes offered by the department	Implemented
4.	Give the status of adopting Objective Based Education (OBE) in the programmes offered by the department.	Implemented
5.	Satisfaction level of support of academic, administrative, and other support units of the institution	Very good
6.	The status of taking feedback from stakeholders and expert groups for revision and design of curriculum of a programme.	Student
7.	The list of extension programmes conducted by the department	outreach activities
8.	List Faculty Development Programme conducted (any programme aiming at updating the knowledge of faculty of the department).	Online FDP on Life Skills Management from 12-07-21 to 16-07-21

9.	Does students take projects involving Field work/Survey. If yes, give the list.	for economics, social science and visual communication courses students are doing fieldwork and surveys
10.	The List of MoU and MoAs, that are currently operational during the year.	
11.	Detail the mechanism adopted to help academically disadvantaged students to cope with academic requirements	Remedial teaching sessions for poor performers, take home exercises, self-paced learning evaluation mechanism. Provide flexible learning options such as online courses, evening classes, or part-time enrollment to accommodate students who may have work or family commitments. A regular system for monitoring students' academic progress and intervening promptly if they fall behind. This could involve academic probation monitoring, early alert systems, or regular progress reports to identify struggling students early.

12.	Detail the mechanism adopted to help students who perform very much below the class averages	remedial teaching sessions for poor performers, take-home exercises, self-paced learning evaluation mechanism. Recognize that academic challenges often stem from psychosocial factors. Offer counselling services, workshops on stress management, and mental health resources to help students cope with emotional and psychological stressors.
13.	The total grant/revenue generated/received from different agencies by the department conducting research projects/consultancy services during the year.	
14.	The suggestions to improve the efficiency and effectiveness of the IIST system.	

XIII Strength of the Department (maximum 150 words)

1. The department has four subcategories: Sociology, Economics, Management and English. This gives an interdisciplinary impact to our research and projects. 2. Research expertise and teaching experience of faculty members play a cumulative impact in strengthening our department. 3. As we have scholars from multiple areas this diversity enriches research potential of our department by bringing together different perspectives, methods, and knowledge from various fields. 4. The interdisciplinary methods enhance our evaluation methods

XIV Weakness of the Department (maximum 150 words)

1. A strong department needs both UG and PG programmes for its healthy growth. In a technical institute Dept of Humanities and Social Sciences could attract students only by strong UG and PG programmes. 2. We have a limited number of faculty members

XV Challenges (maximum 150 words)

1. To excel in a space science and technology institution where the major thrust is on science and technology humanities programmes may get a supportive role initially. But that challenge has been converted into an opportunity by the faculty members. 2. Another challenge that we face is the smaller number of courses 3. We have no common programmes for M.Tech students

XVI Opportunities (maximum 150 words)

1. The students are closer to Humanities faculty members, and as we teach communication, ethics, and economic policies, and discussions on contemporary topics make our classes more lively 2. Ours is the only department that has initiated a literary journal in 2014. Surabhi, the bi annual journal provides an opportunity to all students of IIST and employees of Department of Space to showcase their literary talents. Our Department spearheads the outreach activities of the institute. The activities initiated by the department for community engagements and outreach are very much active. Undergraduate, postgraduate, and doctoral students actively participate in that. Our Department has organized lot FDPs on academic writing and publishing and life skills management.

XVII Any other details relevant to the department

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Final Recommendations

The Academic Audit Committee thoroughly went through the programmes and courses offered by the department and the report that we submitted. The following feedback were given by the committee 1. To include various criteria for course evaluation and assessment including quizzes, surprise tests, assignments, take home exercises, presentation and projects. 2. To project the inter-centre collaborations with German centre, US embassy, University of Kerala, Centre for Development Studies 3. To include various life skills programme organised by the department including Neuro Linguistic programming. 4. To give thrust to various students who are coming from prestigious institutes to the department for taking internship programmes

On the day of visit, the team verified all the documents and records available in the department and evaluated the academic process. A detailed report of the audit is given above. The report is signed by the following:

Signature of Committee Members

1 Dr. C. S. Shaijumon, Associate Professor, Humanities and Social Sciences

2 Dr. Gigy. J. Alex, Associate Professor, Humanities and Social Sciences:

3 Dr. K. Prabhakaran, Professor, Chemistry

4 Prof. S R Sheeja, Professor & Head, University of Kerala:

5 Dr. Sathyaraj Venkatesan, Professor, University of Kerala:

Dr. SHEEJA S. R.
Professor
Department of Economics
University of Kerala, Kariavattom
Thiruvananthapuram - 695 581

Approved by

Dean Academics,
IIST

प्रोफ. कुरुविळा जोसफ/Prof. Kuruvilla Joseph
डीन (शैक्षिकी), आईआईएसटी
Dean (Academics), IIST