



## **Academic Audit Report**

Srikrishna College, Bagula, Nadia, West Bengal



**Academic Session: 2019-20**

# **Academic Audit Report**

Srikrishna College

Bagula, Nadia, West Bengal, India

**Session: 2019-2020**

Date of Formation of the Audit Committee: 26.02.2021

Data Submitted by the Departments: 10.04.2021

Date of Visit by the Auditors: 1<sup>st</sup> – 3<sup>rd</sup> December 2021

## CONTENTS

1. Schedule for Academic Audit.....	3
1.1 Day 1: 1 <sup>st</sup> December 2021.....	3
1.2 Day 2: 2 <sup>nd</sup> December 2021.....	3
1.3 Day 3: 3 <sup>rd</sup> December 2021.....	4
2. Audit Committee Members .....	4
3. Objective of the Audit .....	4
4. Methodology of the Audit .....	5
5. Current Profile of the College .....	5
5.1 Faculty Strength .....	5
5.2 Student Strength .....	5
5.3 Infrastructure facilities .....	6
6. Academic Audit Report and Recommendations by the Audit Committee	
6.1 Bengali .....	7
6.2 Chemistry .....	7
6.3 Computer Science .....	7
6.4 Commerce .....	7
6.5 Economics .....	8
6.6 Education .....	8
6.7 English .....	8
6.8 Geography .....	8
6.9 History .....	8
6.10 Mathematics .....	9
6.11 Philosophy .....	9
6.12 Physics .....	9
6.13 Physical Education .....	9
6.14 Political Science .....	9
6.15 Sanskrit .....	10
7. Overall Performance .....	10
8. Strengths and Opportunities of the improvement .....	10
9. General Conclusion .....	11

**1. Schedule for Academic Audit:****Day 1 – 01.12.2021**

<b>Time</b>	<b>Schedule</b>	<b>Venue</b>
10:30 AM	Introductory Meeting	Principal's Office
11:00 AM	Meeting with all HODs	Meeting Room (Main Building)
11:30 AM-2.00 PM	Departmental Visit	
11.30 AM	Geography	Ground Floor (FV-IV)
12.00 PM	Computer Science	3 <sup>rd</sup> Floor (FV-V)
12.30 PM	Mathematics	1 <sup>st</sup> Floor (FV-V)
1.00 PM	Chemistry	2 <sup>nd</sup> Floor (FV-V)
1.30 PM	Physics	1 <sup>st</sup> Floor (FV-IV)
2:00 PM	Lunch Break	
2.30 PM	Meeting with B.Sc. Honours Students	Room No-3 (Main Building)
3.00 PM	Meeting with the Faculty members of Science Depts.	Meeting Room (Main Building)

**Day 2 – 02.12.2021**

<b>Time</b>	<b>Schedule</b>	<b>Venue</b>
10.30 AM	Visit IQAC Office and Administrative Office	
11: 30 AM-2.00 PM	Departmental Visit	
11.30 AM	Economics Room No-40 (Main Building)	11.30 AM Commerce Room No- 40 (Main Building)
12.00 PM	English Room No-48 (Main Building)	12.00 PM Bengali Room No-46 (Main Building)
12.30 PM	Physical Education Room No-04 (Main Building)	12.30 PM Philosophy Room No-16 (Main Building)
1.00 PM	Education Room No-12 (Main Building)	1.00 PM Political Science Room No-45 (Main Building)
1.30 PM	History Room No-19 (Main Building)	1.30 PM Sanskrit Room No-13 (Main Building)
2:00 PM	Lunch Break	
2.30 PM	Meeting with B.A. and B. Com Honours Students	Room No-3 (Main Building)
3.00 PM	Meeting with the Faculty members of Humanities and Commerce Depts.	Meeting Room (Main Building)

**Day 3 – 03.12.2021**

<b>Time</b>	<b>Schedule</b>	<b>Venue</b>
10.30 AM	Library Visit	
11:30 AM	Visit to ICT/smart classrooms, Gymnasium	
12:00 PM	Meeting with different academic and administrative committee members & NSS Programme Officer	Meeting Room (Main Building)
1.00 PM	Meeting Among the Audit Committee members	Meeting Room (Main Building)
1.30 PM	Meeting with the Principal, IQAC Co-ordinator, Teacher representatives of the Governing Body	Meeting Room (Main Building)

**2. Audit Committee Members:**

- Mrs. Anamika Chakraborty, Assistant Professor, Department of English
- Dr. Ankita Indra, Assistant Professor, Department of Physics
- Dr. Nabadyuti Barman, Assistant Professor, Department of Chemistry
- Mr. Rajib Sinha, Assistant Professor, Department of Sanskrit
- Mr. Arijit Choudhury, Assistant Professor, Department of Political Science

**3. Objective of the Audit:**

Eminence and excellence of an institute can't be achieved over night. For growth of the institution internally and externally, regular monitoring and evaluation is required for each department and units to assess the strengths and weaknesses of the whole college. To fulfil the wish to create a prosperous environment for the institution a strict and continuous internal Audit of Academic and Administrative process is adopted by the committee members and the assessment of the audit will be placed to Principal of the College and Internal Quality Assurance Cell (IQAC) to take the steps toward the improvement of the college. The main objectives of this audit are:

- To identify the bottlenecks in the existing mechanisms of the system.
- To suggest the methods for improvement and for overcoming the weaknesses.
- To identify the opportunities for academic reforms through the optimum utilization of resources.
- To suggest the methods for improvement of quality keeping in mind criteria and reports by NAAC and other bodies.

**4. Methodology of the Audit:**

According to the prescribed specific methodology or guidelines given by NAAC to conduct the Audit of Academic and Administrative process, the committee has prepared an own guidelines and methodology for the audit. A scientific and systematic method for reviewing the quality of academic process in the institution is established to ensure reasonable standards of functioning.

- A set of criteria is decided to make appropriate recommendation by the committee according to seven criteria of NAAC.
- The qualities of initiatives, culture, sustainability and periodicity exercised by the individual departments and committee are examined.
- Through the self-evaluation processes recommended by the committee, a format of report and outcome is submitted by the departments and administrative units about academic schedule, curriculum, policies, etc.
- The outcome of the whole audit process will be placed before Internal Quality Assurance Cell (IQAC) and the Principal of the College for implementation of accepted suggestion by the concerning committee.

## 5. Current Profile of the College:

### 5.1 Faculty Strength:

- **Full-time Teachers:**

No of sanctioned positions	No of filled positions	Vacant Positions	Positions filled during the current year	No. of faculty with Ph.D.
39	31	8	9	11

- **Contractual Teachers:**

Part-Time Teacher	8
Guest Teacher	42
Physical Instructors	3

### 5.2 Student Strength:

Name of the Department	Session	No. of Teachers		Total No. of Honors Students	Seat capacity per year
		Full-time	Guest/Part-time		
Bengali	2019-2020	5	1	284	240
Chemistry	2019-2020	1	3	44	26
Computer Science	2019-2020	1	3	21	20

Commerce	2019-2020	4	1	0	73
Economics	2019-2020	1	2	1	60
Education	2019-2020	1	4	119	60
English	2019-2020	1	6	304	200
Geography	2019-2020	2	3	145	53
History	2019-2020	2	4	316	200
Mathematics	2019-2020	3	2	155	58
Philosophy	2019-2020	2	2	32	44
Physics	2019-2020	3	6	63	46
Physical Education	2019-2020	1	4	-	-
Political Science	2019-2020	3	3	131	73
Sanskrit	2019-2020	1	5	78	60

### 5.3 Infrastructure facilities:

- a. No. of Class Rooms: 31
- b. Seminar Hall: 1
- c. ICT Classrooms: 5
- d. No of Laboratories: 19
- e. No of Computer Lab: 2
- f. No of Computers in Computer Lab: 36
- g. No. of Computers except Computer Lab: 62
- h. No of Printer, Copier & Scanner: 18
- i. No of LCD TV: 2 (in working condition)
- j. No of LCD Projector: 5
- k. No of Sound System: 0
- l. No of Home Theatre: 0
- m. No of Water Purifier and Water Dispenser: 12
- n. Auditorium: 1 (Inaugurated in Jan 2020)
- o. Gymnasium: 1
- p. Library Details:
  1. No. of Books in stock: 27297
  2. No. of Books added this year: 59

3. No. of Journals (free subscription): 8
4. No. of Journals subscribed: 0
5. Average Books issued/member: 2447

## **6. Audit report and recommendations by the Audit Committee:**

### **6.1 Bengali:**

- State level seminar and certification programme are organized by the department.
- Teacher to student ratio is good.
- Research publication is average.
- The department has arranged educational field trip for students.
- The department should initiate faculty exchange programme.

### **6.2 Chemistry:**

- Two new sanctioned full-time faculty position is filled.
- Student success ratio is excellent.
- The research publication by the teachers is adequate.
- The department should take initiative to motivate the students for higher education.
- Three new laboratories with modern equipment and gas-line facilities are established and in working condition now.

### **6.3 Computer Science:**

- Teacher to student ratio is good.
- The intake capacity of students should increase.
- Two new laboratories with full equipment are established. ICT facilities are installed in one classroom.
- Research publication by the teacher is average.
- The department should arrange conference/seminar.
- The department should organize different student extension activities.

### **6.4 Commerce:**

- The initiative should be taken by the department to increase the student admission.
- Research publication of the department is excellent.
- The department has arranged one seminar during this session.

### **6.5 Economics:**

- The initiative should be taken by the department to increase the student admission.



- The teachers should involve in research work and attend seminar/conferences.

### **6.6 Education:**

- Sanctioned full-time faculty position should be increased.
- Teacher to student ratio should be improved.
- State level seminar and certification programme are organized by the department.
- Research publication is very good.
- The department should arrange educational tour and initiate faculty exchange programme.

### **6.7 English:**

- Student enrolment number is good.
- Teacher to student ratio should be improved by increasing sanctioned full-time faculty positions.
- Research publications by the teachers are excellent.
- The department has taken a very good initiative by arranging college outreach program among neighbourhood school community.

### **6.8 Geography:**

- Student enrolment number is good.
- Teacher to student ratio should be improved.
- The number of students participated in the field work is excellent.
- The department has arranged innovative program for the students.
- A good number of students pursuing higher education.
- The teachers should involve in research activities.

### **6.9 History:**

- The student enrolment number is maximum and good among the college.
- The teacher to student ratio is very poor. The number of full-time sanctioned posts should increase.
- The department should initiate faculty exchange programme.
- The department should motivate the student to pursue higher education.
- The department should arrange state level seminar/conference.

### **6.10 Mathematics:**

- Adequate number of students have been enrolled.

- The teachers should engage in research activities.
- The department should organize seminar/conference/workshops etc.
- The department must organize different student extension activities.

### **6.11 Philosophy:**

- The initiative should be taken by the departments to increase the student admission.
- The department should arrange college outreach program.
- State level seminar and certification programme has been organized by the department.
- The research publication is average.
- Two faculty participated in the FDP/RC.

### **6.12 Physics:**

- Two new sanctioned full-time faculty posts are filled.
- The teacher to student ratio is good.
- The department has organized one national workshop for students.
- The research publication is excellent.
- The well-equipped two new laboratories and three classrooms are established and in working conditions.
- One faculty participated in the faculty development programme.

### **6.13 Physical Education:**

- The student enrolment number is good.
- The sanctioned full-time faculty post is filled.
- Pass percentage of the students should increase.
- Gold, Silver and Bronze medals achieved by the students in national and international sport events are excellent.
- The student's participation in national and international level sports events are excellent.
- The extension activities arranged by the department is very good.

### **6.14 Political Science:**

- The teacher to student ratio is good.
- The teachers should engage in research activities.
- The department should organize state level seminar, youth parliament etc.
- The took a very good initiative by arranging college outreach program among neighbourhood school community.

**6.15 Sanskrit:**

- The department should take initiative to increase student enrolment.
- The teacher to student ratio is to be improved.
- The department should motivate the students in pursuing higher education.
- The department has organized student seminar on interesting topics and published magazine.
- The research publication is good.
- One faculty member received Young Researcher Award-2020.

**7. Overall Performance:**

Excellent	Very good	Good	To be improved
		√	

**8. Strengths and Opportunities of the Improvement:**

- In spite of COVID situation in last few months of this academic session overall performance of the college is very good.
- All the departments maintain lesson plan according to curriculum, academic calendar, and routine.
- The students are under regular internal assessment. And progress of the students is discussed with the parents.
- The teaching according to academic schedule is good.
- The success rate of the students is excellent.
- The conduction of seminars and workshops by the departments are good. The participation of the students in difference workshops and seminars is commendable.
- The college has improved the laboratory facilities for chemistry, computer science and physics departments.
- Number of research publications is good. The college should take initiative to publish own research journals and edited books.
- The research projects acquired by of the departments are lacking. The college should motivate the teachers to involve actively in research work.
- The overall use of ICT tools in classes by the teachers are increased in this session. The construction of one new ICT classroom as common facility and one ICT classroom at Computer Science department are completed and are in working condition now.

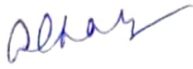

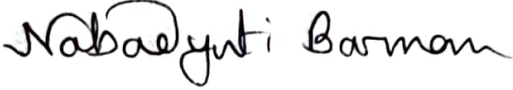
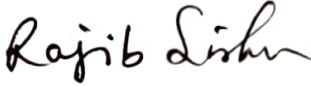

- The college always pays attention to the views of students, teachers and parents on their experience on learning, college environment, infrastructure, administration, etc by collecting online feedback. The response to the Feedback is very good.
- As CBCS curriculum is implemented by the university, the college should restructure the library with new books relevant to the new syllabus by taking the recommendations from the faculty members about different disciplines.
- The newly build Auditorium Hall is inaugurated in 15<sup>th</sup> January 2020 and some seminars are already conducted in the Auditorium Hall.
- Sachhota Avijan (Cleanliness Campaign) has organized by NSS unit.

## 9. General Conclusion:

Measures	Excellent	Very Good	Good	To be Improved
Student Performance		√		
Lesson plan, academic calendar		√		
Counselling, Guidance				√
Innovative teaching and evaluation process			√	
Teacher Performance			√	
Workshop, Seminar, Conference			√	
Research and publication		√		
Infrastructure for learning resources			√	
Library				√
Social Work			√	
Feedback system		√		

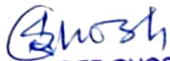
**Name & Signature of members of expert panel of Academic audit committee-**

**Name & Signature of members of expert panel of Academic audit committee-**

1. Mrs. Anamika Chakraborty 
2. Dr. Ankita Indra 
3. Dr. Nabadyuti Barman 
4. Mr. Rajib Sinha 
5. Mr. Arijit Choudhury 

**Signature of the Principal and IQAC Coordinator-**

  
Coordinator  
Internal Quality Assurance Cell  
(IQAC)  
Srikrishna College

  
DR. SUKDEB GHOSH  
PRINCIPAL  
SRIKRISHNA COLLEGE  
P.O.-BAGULA, DIST-NADIA  
W.B., PIN-741502