Academic Audit Report

Srikrishna College, Bagula, Nadia, West Bengal

Academic Session: 2018-19

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Srikrishna College

Bagula, Nadia, West Bengal, India

Session: 2018-2019

Date of Formation of the Audit Committee: 29.07.2019

Data Submitted by the Departments: 12.08.2019

Date of Visit by the Auditors: 26th - 28th August 2019

CONTENTS

1. Schedule for Academic Audit:

Day 1 – 26.08.2019

Time	Schedule	Venue
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	Commerce	Room No- 40 (Main Building)
12.00 PM	Computer Science	Room No- 42 (Main Building)
12.30 PM	Mathematics	Room No- 33 (Main Building)
1.00 PM	Chemistry	Room No- 21 (Main Building)
1.30 PM	Physics	1st Floor (FV-IV)
2:00 PM	Lunch Break	
2.30 PM	Meeting with B.Sc. and B. Com Honours Students	Room No-3 (Main Building)
3.00 PM	Meeting with the Faculty members of Science and Commerce Depts.	Meeting Room (Main Building)

Day 2 – 27.08.2019

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

Day 3 – 28.08.2019

Time	Schedule	Venue
10.30 AM	Library Visit	
11:30 AM	Visit to ICT classrooms, Gymnasium and Meeting with NSS programme officer	
12.30 PM	Meeting Among the Audit Committee members	Meeting Room (Main Building)
1.30 PM	Meeting with the Principal, IQAC Co-ordinator, NAAC coordinator	Meeting Room (Main Building)

2. Audit Committee Members:
- Mrs. Anamika Chakraborty, Assistant Professor, Department of English
- Mr. Somnath Chakraborty, Associate Professor, Department of Mathematics
- Mr. Binoy Biswas, Assistant Professor, Department of Political Science
- Mr. Ujjal Kumar Das, Assistant Professor, Department of Computer Science
- Ms. Ankita Indra, Assistant Professor, Department of Physics

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	23	16	1	5

- **Contractual Teachers:**

Part-Time Teacher	8
Guest Teacher	53
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	2018-2019	4	2	351	240
Chemistry	2018-2019	1	8	50	26
Computer Science	2018-2019	4	1	2	73
Commerce	2018-2019	1	3	17	20
Economics	2018-2019	1	2	1	60
Education	2018-2019	0	5	124	60

English	2018-2019	1	6	304	200
Geography	2018-2019	2	4	133	53
History	2018-2019	2	4	362	200
Mathematics	2018-2019	2	4	134	58
Philosophy	2018-2019	2	2	24	44
Physics	2018-2019	1	8	74	46
Physical Education	2018-2019	0	4	-	-
Political Science	2018-2019	2	3	101	73
Sanskrit	2018-2019	0	5	104	60

5.3 Infrastructure facilities:

a. No. of Class Rooms: 28
b. Seminar Hall: 0
c. ICT Classrooms: 3 (as central facility)
d. No of Laboratories: 15
e. No of Computer Lab: 1
f. No of Computers in Computer Lab: 9
g. No. of Computers except Computer Lab: 98
h. No of Printer, Copier & Scanner: 18
i. No of LCD TV: 4
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: 10
n. Auditorium: Under construction
o. Gymnasium: 1
p. Library Details:
    1. No. of Books in stock: 27297
    2. No. of Books added this year: 722
    3. No. of Journals (free subscription): 8
    4. No. of Journals subscribed: 0
    5. Average Books issued/member: 1262

6. Audit report and recommendation by the Audit Committee:

6.1 Bengali:
- Teacher to student ratio should increase.
- The department should associate with visiting professors.
- The department should try to initiate faculty exchange program.
- Organization of Seminar, field trip, departmental wall magazine for the students is good.
- Success rate of the student is good.
- The arrangement of ICT classes is average.

6.2 Chemistry:
- More laboratory spaces and classrooms are required.
- The teachers should engage in research activities.
- The department should explore more options in research projects and also try to apply for project funding.
- The department has organized seminar for the students and also published departmental magazine.
- The department should explore the opportunities for various exchange programmes, propose to collaborate with international bodies and invite visiting professors.
- The arrangement of ICT classes is not good.

6.3 Computer Science:
- Intake capacity of students should increase.
- More laboratory spaces and classrooms are required.
- The department should arrange seminars for students.
- The department should arrange more conference/ seminars.
- The arrangement of ICT classes is not good.
- Sanctioned full-time faculty position should be filled.

6.4 Commerce:
- The initiative should be taken by the departments to increase the student enrolment.
- Research publication of the department is good.
- The arrangement of ICT classes is not good.
- Teachers attended Faculty Development Programme.

6.5   Economics:
- The initiative should be taken by the departments to increase the student enrolment.
- Research publication of the department is average.
- The arrangement of ICT classes is not good.

6.6   Education:
- The existing sanctioned full-time faculty post should be filled.
- Teacher to student ratio is to be improved.
- Research publication is excellent.
- The department published wall magazine as extension activity.
- The department should organize seminar/ conference/ workshops etc.
- The arrangement of ICT classes is not good.

6.7   English:
- Teacher to student ratio should be increased.
- Research publication by the teachers is average.
- The department should initiate faculty exchange programme.
- Organization of student workshop on writing skill development is a good initiative taken by the department.
- The arrangement of ICT classes is average.

6.8   Geography:
- Teacher to student ratio is average.
- The field survey and project work for the final year students organized by the department is very good.
- The department should initiate faculty exchange programme.
- The teachers should engage in research activities.
- The arrangement of ICT classes is average.

6.9   History:
- Teacher to student ratio should be increased.
- Sanctioned full-time faculty position should be increased.
- The department should motivate the student to pursue higher education.
- The department has organized a student seminar on interesting topic.
- The arrangement of ICT classes is average.

6.10 Mathematics:
- Teacher to student ratio is average.

- The teachers should engage in research activities.
- The department should organize seminar/ conference/ workshops etc.
- The number of classrooms for the department should be increased.
- The arrangement of ICT classes is average.

6.11 Philosophy:
- The initiative should be taken by the departments to increase the student enrolment.
- The department has arranged adequate number of seminars and workshop.
- Pass percentage of the students should be increased.
- The Department should initiate faculty exchange programme.
- The arrangement of ICT classes is average.

6.12 Physics:
- Teacher to student ratio needs to be improved.
- Sanctioned full-time faculty position should be filled.
- Research publication is adequate.
- The tendency of pursuing higher education among the student is good.
- The department should try to initiate faculty exchange program.
- More laboratory spaces are required for the department.
- The arrangement of ICT classes is not good.

6.13 Physical Education:
- The student intake capacity is good.
- The sanctioned full-time faculty post should be filled.
- The medals acquired by the student in national and international sport events are excellent.
- The Gymnasium should be equipped with more modern instruments.

6.14 Political Science:
- Teacher to student ratio is average.
- The teachers should engage in research activities.
- The department should organize seminar, youth parliament etc.
- The arrangement of ICT classes is average.

6.15 Sanskrit:
- The sanctioned full-time faculty post should be filled.
- The number of students perusing higher education is average.
- Student success rate should increase.

- The department should organize extension activities for students.
- The arrangement of ICT classes is lacking.

7. Overall Performance:

Excellent	Very good	Good	To be improved
			√

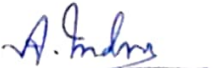## 8. Strengths and Opportunities of the improvement:

- The success rate of the students is excellent.
- The arrangement of tutorial class is very good.
- All the departments maintain lesson plan according to curriculum, academic calendar, and class routine.
- The students are under regular internal assessment. The progress of the students is discussed with the parents frequently.
- The teaching according to academic schedule is good.
- The overall academic performance by the departments is good.
- The departments should organize seminars, workshops, study tours etc for students.
- The teachers should motivate the students to use the library facility on regular basis. The librarians should arrange an orientation programme for the newly admitted students to inform them about the facilities available.
- The college already has taken initiative to improve laboratory facilities, classrooms and increase number of ICT classrooms. The college encourages all the faculty members to take classes using ICT tools.
- The number of research projects acquired by of the departments should be improved. The college should take initiative to improve research facilities for the teachers.
- The college always pays attention to the views of students, teachers and parents on their experience on learning, college environment, infrastructure, administration, etc. Feedback on various fields is collected from the students, teachers and parents by sharing the link of the Online Feedback Form.
- The college has started building a new Auditorium Hall at college premises.
- NSS unit with Department of Health, Govt. of West Bengal has organized a Thalassemia Awareness camp at college.
- The achievements of the students in different national and international sports competitions are excellent.

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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 Internal Academic Audit Committee-

1. Mrs. AnamikaChakraborty

2. Dr.SomnathChakraborty

3. Dr. Anita Das

4. Mr. BinoyBiswas

5. Ms. Ankita Indra

Signature of the Principal and IQAC Coordinator-

Mahuya Ghose

Coordinator
Internal Quality Assurance Ce
(IQAC)
Srikrishna College

Ghosh

DR. SUKDEB GHOSH.
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