Academic Audit Report

Srikrishna College, Bagula, Nadia, West Bengal

Academic Session: 2020-21

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Srikrishna College

Bagula, Nadia, West Bengal, India

Session: 2020-2021

Date of Formation of the Audit Committee: 15.02.2022

Data Submitted by the Departments: 05.03.2022

Date of Visit by the Auditors: $11^{th} - 13^{th}$ April 2022

CONTENTS

1. Schedule for Academic Audit:

Day 1 – 11.04.2022

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	Computer Science	2nd Floor (FV-V)
12.00 PM	Chemistry	1st Floor (FV-V)
12.30 PM	Mathematics	Ground Floor (FV-V)
1.00 PM	Physics	1st Floor (FV-IV)
1.30 PM	Geography	Ground 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 – 12.04.2022

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	Commerce	Room No- 40 (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	History	Room No- 19 (Main Building)	1.30 PM	Physical Education	Room No- 04 (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 – 13.04.2022

Time	Schedule	Venue
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	33	3	6	16

- **Contractual Teachers:**

SACT	48
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	SACT		
Bengali	2020-2021	5	1	241	240
Chemistry	2019-2020	3	3	24	26

Computer Science	2019-2020	1	3	30	20
Commerce	2019-2020	3	1	6	73
Economics	2019-2020	1	2	2	60
Education	2019-2020	1	4	140	60
English	2019-2020	2	5	379	200
Geography	2019-2020	2	3	152	53
History	2019-2020	2	4	201	200
Mathematics	2019-2020	3	2	142	58
Philosophy	2019-2020	2	2	38	44
Physics	2019-2020	3	6	49	46
Physical Education	2019-2020	1	4	-	-
Political Science	2019-2020	3	3	125	73
Sanskrit	2019-2020	1	5	64	60

5.3 Infrastructure facilities:

a. No. of Class Rooms: 31
b. Seminar Hall: 1
c. ICT Classrooms: 6
d. No of Laboratories: 19
e. No of Computer Lab: 2
f. No. of Computers except Computer Lab: 13
g. No of Printer, Copier & Scanner: 18
h. No of LCD TV: 2 in working position
i. No of LCD Projector: 5
j. No of Sound System: 0
k. No of Home Theatre: 0
l. No of Water Purifier and Water Dispenser: 15
m. Auditorium: 1
n. Gymnasium: 1
o. Library Details:
    1. No. of Books in stock: 27336
    2. No. of Books added this year: 0

3. No. of Journals (free subscription): E-Journals through INFLIBNET and N-List
4. No. of Journals subscribed: 0
5. Average Books issued/member: 55

6. Audit report and recommendations by the Audit Committee:

6.1 Bengali:
- International and national webinars are arranged by the department.
- The department has arranged online student seminar and quiz competition.
- The research publication is good.
- The department has initiated faculty exchange programme.

6.2 Chemistry:
- Two full time sanctioned post are filled.
- The department should take initiative to increase student enrolment number per year.
- The department has organized one webinar. And also, has arranged online student seminar and quiz.
- The research publication is good.
- The assigned project works by the department are good.
- Student progress in higher education should increase.
- The laboratories are redesigned and rearranged by the teachers.
- The department should take initiative to recover the losses of resources due to COVID lockdown.

6.3 Computer Science:
- The department should take initiative to increase student enrolment number per year.
- Organized webinar on ICT tools to improve the online teaching-learning process.
- The assigned project works by the department are good.
- ICT facility is installed in one classroom of the department.
- The student progression to the higher education is good.
- One faculty member participated in FDP and RC.
- The department should take initiative to recover the losses of resources due to COVID lockdown.

6.4 Commerce:
- The initiative should be taken by the departments to increase the student admission.

- Research publication of the department is very good.
- The department has organized one webinar. And also, has arranged online student seminar and quiz.
- Two faculty members participated in FDP.
- The department should arrange webinar/seminar during this session.

6.5   Economics:
- The initiative should be taken by the departments to increase the student admission.
- Research publication of the department is good.
- The department should arrange webinar/seminar during this session.

6.6   Education:
- Student teacher ratio should be improved.
- The department has arranged a webinar. The participation of students in this webinar is excellent.
- Research publication of the department is excellent.
- Student should initiate different student extension activities.

6.7   English:
- International webinar cum workshop is arranged by the department. The participation of students in this webinar is excellent.
- The department has arranged online student seminar, workshop, and quiz competition.
- Research publication of the department is very good.
- The only department to sign MoU with St Thomas College, Kerala.
- The department has organized faculty exchange programme.

6.8   Geography:
- The department has arranged a webinar. The participation of students in this webinar is excellent.
- The department has arranged online student quiz competition.
- Field survey for final year students is arranged.
- The department should organize faculty exchange programme.

6.9   History:
- The department has arranged a webinar. The participation of students in this webinar is very good.

- The achievement in co-curricular activities in state level competition is excellent.
- The department should organize faculty exchange programme.

6.10 Mathematics:
- Organized webinar on ICT tools to improve the online teaching-learning process.
- The teachers should engage in research activities.
- The department must organize different student extension activities.

6.11 Philosophy:
- The department has arranged a webinar. The participation of students in this webinar is very good.
- The department has arranged online student quiz competition.
- The research publication is lacking.
- The department should organize faculty exchange programme.

6.12 Physics:
- The department has arranged two webinars. The participation of students in this webinar is very good.
- The assigned project works by the department are good.
- The department has arranged online student quiz competition.
- Research publications are excellent.
- One faculty received two research grants from SERB and WBDSTTB.
- ICT equipment is installed in one classroom. A new Optics laboratory is established.
- The department should establish a Computer Laboratory according to CBCS curriculum.
- The department should take initiative to recover the losses of resources due to COVID lockdown.
- Three full-time faculty members participated in FDP and RC.

6.13 Physical Education:
- The student enrolment number is good.
- The department conducted different commemorative day via online mode.
- Due to COVID lockdown students could not participate in sports competitions.

6.14 Political Science:
- The department has arranged a webinar. The participation of students in this webinar is good.

- Research publication is average.
- The department should organize faculty exchange programme.
- Two faculty members participated in FDP.

6.15 Sanskrit:
- The department should take initiative to increase student enrolment.
- Teacher to student ratio should be improved.
- The department has organized online student seminars and also arranged four webinars for the students.
- Research publication is good.
- One faculty member received grant from ICPR and also received two recognition/awards.
- One faculty member participated in FDP.

7. Overall Performance:

Excellent	Very good	Good	To be improved
	√		

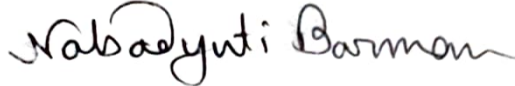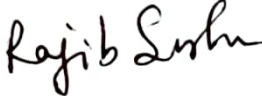## 8. Strengths and Opportunities of the improvement:
- Instead of being a rural college, all the teachers gave efforts to motivate and teach students through online-mode. And they are successful in their efforts.
- The college was already using the Google workspace i.e., G-suite mechanism for communication and collaborative. All the teachers used Google meet and Google Classroom platform to carry forward the classes during this lockdown period.
- All the departments maintain lesson plan according to curriculum, academic calendar, and class 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 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 college gets a good response from students, teachers and parents.
- A very good number of webinars and online student extension activities are arranged by all the departments. The college has created a YouTube Cannel to live stream the Webinars and Workshops.

- The involvement of the teachers in research work is increased and college received research grants. The college should take initiative to publish own research journals and edited books.
- The construction of one new ICT classroom at Physics department are completed and are in working conditions now. The college now has total six classrooms equipped with ICT facilities.
- The college has started the necessary actions for buying new books according CBCS curriculum. In 2021, the KOHA 20.05.200.000 has been installed in Library. E-Journals can also be accessed through INFLIBNET and N-List.
- The college has taken initiative to clean the campus regularly. The teachers constantly instruct the student to maintain COVID-preventions strictly. The college should install sanitizer machines in the college premises.
- NSS Unit has organized online programme on prevention and control society and one Day State level seminar on COVID-19 and Black fungus.
- The Auditorium Hall is reorganized with new screen, projector and air-conditions.
- The college is trying hard to recover losses of resources due to the COVID lockdown period.
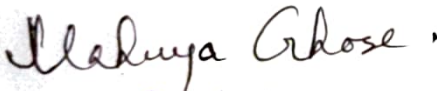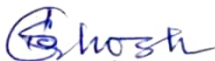
9. General Conclusion:

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-

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

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