

NETAJI MAHAVIDYALAYA
ESTD. 1948

CONSOLIDATED
ACADEMIC AUDIT REPORT

ACADEMIC YEARS: 2018-'19, 2019-'20, 2020-'21
& 2021-'22

Prepared by

The Audit Committee
The University of Burdwan
Burdwan

Date: 22/09/2023

To
The Principal
Netaji Mahavidyalaya
Arambagh
Hooghly
West Bengal

Subject: Audit Report Submission by the University Audit Team

Sir

After verification of all the aspects in the College and necessary assessment of the report on "Academic Audit" submitted by your College for the academic years 2018-'19, 2019-'20, 2020-'21 and 2021-'22, we are hereby submitting the consolidated Report on "Academic & Administrative Audit" of your College for the years 2018-'19, 2019-'20, 2020-'21 and 2021-'22 in the attached sheet for your kind perusal and further necessary action at your end.

We request you to please acknowledge and oblige.

Thanks and regards,

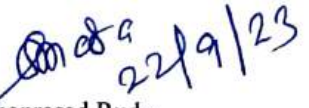
Yours sincerely,


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Dr. Sibaprasad Rudra
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Sripally
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Principal
Vivekananda Mahavidyalaya
BURDWAN

Date: 22/09/2023

AUDIT REPORT ON ACADEMIC AUDIT**CERTIFICATE**

This is to certify that the Academic & Administrative Audit Report of Netaji Mahavidyalaya, Arambagh, Hooghly is based on the original data collected during the period of 2018-'19, 2019-'20, 2020-'21 and 2021-'22. This has been independently assessed and is applicable to the service range of providing quality Education, Training and Mental Support to the students for their enriched future and career. Further, it is certified that the baseline data was prepared by Internal Quality Assurance Cell and internal Institutional Audit Team of Netaji Mahavidyalaya, Arambagh and submitted to us. The content of the baseline data of the study has been personally verified by the Expert Team constituted by the University of Burdwan including external expert members for validity and reliability. The data used in the study are original in nature and have not been presented or published elsewhere. Departmental Profiles are used in the report which are taken by the Institutional Academic Audit Team during preparing their Report of the concerned year.


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Schedule for Academic Audit

(September 22, 2023)

Time	Schedule	Venue
11:30 AM	Introductory Meeting with Principal	Office Chamber of the Principal
12:00 NOON	Meeting with the Faculty Members	Office Chamber of the Principal
12:30 PM – 2.30 PM	Presentations by Different Departments	
02:45 PM	Lunch	
03:15 PM – 05.30 PM	Presentations by Different Departments	
05:45 PM	Tea	
06:00 PM	Meeting with faculty and administrative members to discuss “Preparedness on NAAC visit”	

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1. Introduction

Netaji Mahavidyalaya is located in the Arambagh town of district Hooghly. The College was founded on 1st August, 1948 by famous educationist Dr Radha Krishna Pal of Ratanpur, who was the great follower of Netaji Subhas Chandra Bose, and named this institution as Netaji Mahavidyalaya with 93 students. Presently there are 5273 students catering to adjacent districts. It was first accredited by NAAC in March 2007 with Grade B⁺⁺ and subsequently with Grade B in June, 2015. The College has huge lush green ambience. The canopy of the trees provides carbon neutrality and also hosts a wide variety of birds. In course of time, the institutional vision has widened and developed to establish the goals to provide higher education as well as quality education. Presently, there are 22 Honours subjects and 22 general subjects, one certificate course on “Yoga” since 2018. The water testing unit is utilised to cater to the need of the society. There are two Girls’ Hostels, including one SC&ST Hostel and two Boys’ Hostel including one SC&ST Hostel accommodating at least 145 and 160 students respectively.

Audit Committee

The authority of the University of Burdwan has constituted a three-member committee to conduct Academic & Administrative Audit of the Netaji Mahavidyalaya. The Audit Committee is comprised of the following members:

- (i) Dr. Tanmoy Dasgupta, Professor & Head, Department of Business Administration, The University of Burdwan, Burdwan.
- (ii) Dr. Apurba Ratan Ghosh, Professor & Head, Department of Environmental Science, The University of Burdwan, Burdwan.
- (iii) Dr. Sibaprasad Rudra, Principal, Vivekananda Mahavidyalaya, Sripally, Purba Bardhaman.

The three-member audit committee constituted by the University of Burdwan with the members as stated above visited Netaji Mahavidyalaya, Arambagh on September 22, 2023.

2. Objective & Scope of the Audit

Dr Asim Kr De, Principal, in presence of other faculty members at a preliminary meeting, held on 22-09-2023 at 11.30 am, outlined the broad objectives of the academic audit as an assessment of the College. Accordingly, the audit team members decided to look into the prevailing situation at the college to assess the following aspects in course of the audit.

Scope

- Functioning of IQA towards institutionalization and internalization of quality enhancement in the institution.
- Methodology of teaching and learning adopted for the different courses run by the different departments.
- Functioning of the laboratories and computer facilities.
- Examination and Evaluation system.
- Activities of the Internal Quality Assurance Cell.

- Functioning of the administrative committees including Finance section.
- Functioning of the Central Library and Sports Office.
- Outreach Programmes conducted by the college including the NCC/NSS Programmes.
- Alumni and their contributions to the college.
- Opportunities and scope of improvements in the major functional areas.

The team is empowered and expected to express their views and give suggestions for the improvement of the systems being followed presently by the College.

3. Methodology

At the outset a discussion was made with the Principal, Coordinator of IQAC and other faculty & officials, which gave a general and broad profile of the facilities and activities of the College. The new facilities that have been added and some new initiatives, which are in the process of being developed, were also noted by the audit team.

The Audit team enquired from the In-charge/Coordinators about the departmental activities and facilities, and had brief interactions with the faculty and support staff of each department. Visits to the laboratories, computer facilities, the library and some of the other facilities of the College were accommodated in the schedule arranged by the college to enable the Audit Committee to acquire relevant first-hand information.

Based on the departmental profile, information/data from the available documents and the interactions with the Head/Coordinator relating to different components of the department/institution, the Audit Committee has made a sincere endeavour to put forward certain views, observations and recommendations in the body of this report with expectations that these recommendations, when implemented, will best serve the interest of the college as intended.

4. Distinctiveness of Institutional Achievements:

1. The college has a good green ambience covering approximately 5.934 acres of green areas out of total college area of 11.352 acres and it has been maintaining sufficient greenery in the college campus.
2. The college is maintaining biodiversity, Rose Garden, Fruit Garden, *etc.*, within the campus and also participate in preventing pollution in and around the campus.
3. Some of the best practices such as campus cleaning, maintaining tree plantation, floral biodiversity register, and introducing plastic free zone, No Smoking Zone, No Horn area, *etc.*, are followed in the campus.
4. College is running a 10 KVA off-grid solar power plant.
5. College is taking care of disposing the wastes in and around the campus including hazardous chemical wastes through Arambagh Municipality.
6. All teaching and non-teaching staff members, and students are having awareness about cleanliness and hygiene, water conservation *etc.*
7. Faculty members are maintaining the Departmental Library and purchasing books getting grants from the College itself, which really deserve appreciation and serving the students as per their need with satisfaction.

8. For academic improvements teachers are conducting internal tests regularly in and monitoring the students in accordance with their performances in the tests.
9. Most of the departments are organizing seminar/ series of lectures/ webinars on regular basis to motivate the students.
10. Few students from different departments have qualified in national level examinations like NET, GATE, SET.
11. Students of the departments are preparing Wall Magazines on regular basis, through which they use to showcase their achievements.
12. Faculty members are publishing their research articles in UGC Care listed journals, book chapters having proper ISBN, conference proceedings, *etc.*
13. Department of Zoology has published a number of papers in UGC Care listed journals.
14. Department of Physics is enriched with Electrical Lab, well-managed Dark Room, and LASER Lab.
15. College has three units of NSS students who are efficiently undertaking community services in their adopted villages.
16. College was registered in ABC since 2020-21 session.
17. College is maintaining one Museum comprising collections of local history.
18. College is publishing one journal, under UGC list 'FOCUS'.
19. College has signed two MoUs with AKPC Mahavidyalaya and Galsi Mahavidyalaya.

However, after critical examinations of relevant papers/documents and physical verification it has been noted that some of the academic practices are required to be followed by the college very seriously in consonance with NAAC criteria. In addition, certain processes could benefit from further review in order to improve their efficiency, fairness and consistency.

- 📌 The college was founded on 1st of August 1948 and this year celebrated its Platinum Jubilee on 31st of July 2023.
- 📌 Initially it was affiliated to University of Calcutta, and later came under the affiliation of the University of Burdwan since 1960.
- 📌 Received RUSA grant of Rs 2.0 crores, which was utilised for procurement of books, sports equipment, computers, renovation, developing ICT enabled infrastructure.
- 📌 Since its establishment the College has made remarkable strides in the field of education in India for over 75 years of its existence, based on the tenet's commitment, care and service.
- 📌 The Central Library is good. The Library has more than 50,000 books as per the catalogue with access to INFLIBNET and installation of KOHA for Library Management. However, it is suggested that more access to journals is required, especially e-journals.
- 📌 No new minor or major projects have been awarded during the year of assessment.
- 📌 The college has only one Add-on course with TCS Company. It is advised that more add-on courses should be introduced.
- 📌 It has been noted that the overall pass percentage is 90%.
- 📌 Most of the teachers are well-experienced and five of them are members of different boards of studies.

- ✦ Few teachers have been pursuing research works in their personal capacity.
- ✦ Due to the congenial work environment, the support staff are very happy with the college administration.
- ✦ The IQAC may be strengthened.
- ✦ There are total 41 nos. classrooms, 9 nos. SMART rooms, 1 no. Auditorium, 1 no. *Natya Mancha*, 3 nos. Computer Laboratories, and 10 nos. laboratories.
- ✦ IGNOU study centre is running in this College.
- ✦ College is running one On-Job Certificate course of 100 hr by TCS.
- ✦ Total no. of permanent teachers is 54 (excluding 56 designated as SACT) against 63 sanctioned posts, non-teaching 22, casual non-teaching staff 31.

5. College Campus & Facilities:

College campus consists of the following sections -

(A). *Main Campus comprises -*

- (i) BM Building: Departments of Bengali, Commerce, BCA & Computer Science.
- (ii) Science Building: Physics, Chemistry, Botany, Environmental Science, Plant Protection, Economics, Education, Political Science, Music, Sanskrit, Electronics, Philosophy.
- (iii) UGC Building: English, History, Santhali, Geography, Zoology.
- (iv) Library Building: Library
- (v) Heritage Building: BBA & Guest House, Students' Common Room, Cheap Stores.
- (vi) Sports Complex: Physical Education & Yoga.
- (vii) Platinum Building: Proposed - NSOU & IGNOU.
- (viii) Students' Activity Building: Common room for Boys, NSS room.
- (ix) Administrative Building: College Office, Principal's Chamber, Vice-Principal's Chamber, Teachers' Council & Auditorium, Mathematics & Canteen Cafeteria.
- (x) Two Girls Hostel including one SC&ST Hostel.
- (xi) Two Boys Hostel including one SC&ST Hostel.
- (xii) Car parking and Cycle Shed.
- (xiii) Ramp at ground floor.
- (xiv) Two Green Generators.
- (xv) Green area including pond, sacred grove, butterfly garden.

(B). Outside the main campus, College has one plantation area outside the campus. The College possesses a total campus area of 11.352 Acres with a built-up area maintaining a green area of 5.934 acres.

6. Goals of the College:

College has set to its Vision and Mission to:

- (a) Provide an inclusive educational environment; enhance the strength and capabilities of the students coming from diverse socio-economic backgrounds. In pursuit of an inclusive developmental mode, the college teaches its students to appreciate, respect and promote the perspectives, rights and dignities of each individual.

- (b) Encourage students to realize their own potential.
- (c) Prepare students to become analytical and responsible citizens.
- (d) Build an empowered young generation who can act as an essential component for the sustainable development of the society.
- (e) Promote teamwork and collaborative learning among the students and nurture a community of learners motivated by a quest for academic excellence.

7. Awards and Accolades:

While reputation has grown over the years, formal recognition first came in 2007 from the National Assessment and Accreditation Council (NAAC) as a “B⁺⁺” grade College followed by “B” in 2015, now preparing for the process of Cycle III of NAAC accreditation.

The College has earned the following status:

- RUSA grant of Rs. 2.0 crores
- Govt. grants of approx. Rs 1.19 crores

New Horizons

The College has constructed second campus equipped with gadgets and amenities for running PG departments in near future.

8. Management:

The College has two decision making bodies:

- Teachers’ Council
- Internal Quality Assurance Cell

The various aspects of the academic and administrative affairs of the college are organized and looked after by the different committees constituted by the Members of the Management and Faculty. In some of these committees, representatives of the students and alumni are also present.

9. Critical Observations:

Observations based on the documents provided by the college authorities and meeting with the different stakeholders of the college on September 22, 2023 are given below:

- (a) Institute has to be careful in preparing its Vision and Mission statements.
- (b) Departments are requested to be more concern about their SWOC analysis.
- (c) Departments should take more initiative to prepare their students for achieving good progression of the students to higher academics as well as to employment.
- (d) More number of teachers will be included in the University administration/academic part.
- (e) Teachers of the Economics department have been found to be perspicacious.
- (f) More number of skill development courses be introduced for the benefit of the students and creation of job opportunities.

10. Courses of Learning:

Table 1: Departments in the College Stream	Programme	Total
Arts		12+1
B. A. Bengali [Hons. and Gen.]	UG	
B. A. English [Hons. and Gen.]	UG	
B. A. Sanskrit [Hons. and Gen.]	UG	
B. A. Santali [Hons. and Gen.]	UG	
B. A. Economics [Hons. and Gen.]	UG	
B. A. Geography [Hons. and Gen.]	UG	
B. A. History [Hons. and Gen.]	UG	
B. A. Philosophy [Hons. and Gen.]	UG	
B. A. Political Science [Hons. and Gen.]	UG	
B. A. Education [Hons. and Gen.]	UG	
B. A. Music [Gen.]	UG	
B. A. Physical Education [Gen.]	UG	
M. A. in Bengali	PG	
Commerce		01
B. Com [Hons. and Gen.]		
Science		09
B. Sc. Botany [Hons. and Gen.]		
B. Sc. Chemistry [Hons. and Gen.]		
B. Sc. Computer Science [Hons. and Gen.]		
B. Sc. Mathematics [Hons. and Gen.]		
B. Sc. Environmental Science [Hons. and Gen.]		
B. Sc. Electronics [Hons. and Gen.]		
B. Sc. Physics [Hons. and Gen.]		
B. Sc. Plant Protection [Hons. and Gen.]		
B. Sc. Zoology [Hons. and Gen.]		
Profession Course		02
B. B. A. [Hons.]		
B. C. A. [Gen.]		
TOTAL :	UG: 24 PG: 01	

11. Assessment of Courses:

Language groups

1. Bachelor of Arts (B.A.)

- ❖ Vision and Mission of the departments be clearly mentioned highlighting the objectives, goals and opportunities of the courses.
- ❖ Student progression from UG to PG is not satisfactory.
- ❖ Most teachers are well experienced and with PhD degrees.
- ❖ Students' enrichment programmes be conducted more for their benefit and exposure.

- ❖ Faculty members should be encouraged more to publish their research articles in the UGC care listed journals.
- ❖ New topics be proposed to be added during syllabi orientation after getting feedbacks from alumni, passed and final year students.
- ❖ Career counselling is required.
- ❖ Authority will take initiative to fill up the vacant posts as early as possible.
- ❖ Placement process be initiated by the college authority.

Humanities and Social Sciences

2. Bachelor of Arts (B.A.)

Vision and Mission of the departments be mentioned clearly to focus on the uniqueness, strength and opportunities of the respective departments.

- ❖ Records of student progression from UG to PG be maintained.
- ❖ Departments are conducting seminars/webinars on regular basis.
- ❖ More students' enrichment programmes be conducted for their benefit and exposure.
- ❖ Faculty members should be encouraged to publish more research articles in the UGC care listed journals.
- ❖ Teachers should take initiative to publish chapters in books, and in edited volumes.
- ❖ Senior faculty members will take initiative to incorporate the relevant new topics in the syllabi for the subject enrichment, skill orientation and more job opportunities and development of entrepreneurship amongst the students.
- ❖ Authority will take initiative to fill up the vacant posts as early as possible.
- ❖ Placement process, counselling be initiated by the college authority.

Science Subjects

3. Bachelor of Science (B.Sc.)

- ❖ A good number of teachers are having PhD and possess years of experiences in teaching, particularly in Botany, Chemistry, Mathematics, Physics, Zoology, *etc.*
- ❖ Some academicians be invited for innovation in teaching-learning process/enrichment programmes for the benefit of the students.
- ❖ Initiative should be taken for major/minor research projects.
- ❖ Publications of research papers in reputed/UGC enlisted journals are not satisfactory.
- ❖ One faculty member of Botany is recognised as research guide and two students are already awarded.
- ❖ Students will be engaged in in-house projects/internship/field survey for experimental learning.
- ❖ Students' progression will be taken care off; teachers are requested to maintain more liaison with the students to keep their records of achievements/job *etc.*
- ❖ Number of equipment/instruments be maintained under AMC; Logbook for each equipment/ computer users be maintained and students must be equipped with the knowledge/knowhow to handle the instruments.
- ❖ Departments of Plant Protection, Botany and Zoology may take initiative to build up one museum for keeping/preserving the herbarium/plant and animal specimens, *etc.*

- ❖ Plant Protection department will take initiative to train the students to prepare PBR.
- ❖ Students be encouraged for preparation of competitive examinations.
- ❖ Research activities be strengthened amongst the faculty members.
- ❖ Department of Chemistry be involved with the 'Water Testing Unit' for monitoring the water, air and soil quality of the local municipal area to establish the institutional social responsibility.
- ❖ Department should choose more skill-oriented courses, field-oriented studies for the students.
- ❖ Microphone and white board to be installed in the class rooms.

12. Strengths & Opportunities for Improvements:

Strengths

The audit committee is satisfied with the inherent strengths of the college and these are mentioned below:

- ✓ Forward looking and visionary leadership of the college authority.
- ✓ Willingness of leadership for all round continuous quality improvement.
- ✓ Enforcement of discipline in a fair and just manner.
- ✓ Apolitical ambience of the college.
- ✓ Good and competent teaching faculty using updated pedagogy with supportive IT facility.
- ✓ Despite shortage of teaching staff in some cases, the quality of teaching intended to fulfil the needs of the students.
- ✓ Committed and supportive non-teaching staff.
- ✓ Academically above-average students use to abide by the rules and code of conduct of the college.
- ✓ Washrooms be furnished & maintained for proper cleanliness and hygiene.
- ✓ Canteen is providing good food.
- ✓ Non-teaching staff members are equipped with computer orientation for their day-day work.
- ✓ NSS is active.

Opportunities for Improvement

The college can easily raise the bar of its achievement if the following points are taken care of:

- ✓ More research initiatives.
- ✓ More publications.
- ✓ Innovations in teaching-learning.

13. General Conclusion:

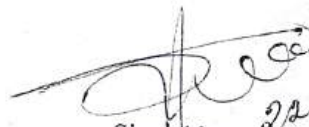
- The College has good ambience of teaching-learning process.
- Student discipline is satisfactory.
- Stands out as an institution of academic excellence.

14. Declaration

I agree with all the recommendations and observations mentioned in this report.

Date: 22/09/2023

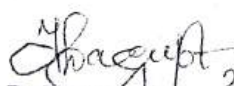
Place: Netaji Mahavidyalaya, Arambagh


Signed by
College Principal with Seal

Principal
Netaji Mahavidyalaya
Arambagh, Hooghly

15. Gratitude

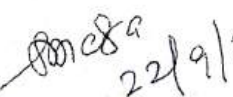
The Committee members feel honoured and take this opportunity to express sincere thanks and gratitude to the College authorities for being invited to conduct the audit. They would also like to express their heartfelt thanks to all the faculty members and support staff for their wholehearted cooperation along with the hospitality that has been extended during the audit.


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