RAIGANJ SURENDRANATH MAHAVIDYALAYA

Sudarshanpur, Raiganj, Uttar Dinajpur
(Affiliated to University of Gour Banga, Malda)
Recognized by UGC U/S 2f & 12(B)
NAAC accredited College with "B+" Grade (December 2016)

Academic and Administrative Audit Report (AAA) 2018-2023

RAIGANJ SURENDRANATH MAHAVIDYALAYA
Sudarshanpur, Raiganj, Uttar Dinajpur
West Bengal, Pin Code: 733134
Contact Number: 8945954418
Email: mda_sunam@yahoo.co.in

INSTITUTE'S ACADEMIC AND ADMINISTRATIVE AUDIT

Name of the Institute: RAIGANJ SURENDRANATH MAHAVIDYALAYA

Duration: 2018-2021

Name, Designation and Address of Academic Audit Experts:

1. DR. P.K. DAS, PRINCIPAL, KALIYAGANJ COLLEGE
2. DR. P.K. MANDAL, FORMER PRINCIPAL, RAIGANJ UNIVERSITY COLLEGE

Members of Staff Present:

Sl No.	Name	Full Designation	Department
1	DR. SUJOY GHOSH	HOD, Associate Professor	BENGALI
2	DR. SHIMUL CHANDRA SARKAR	Assistant Professor	BENGALI
3	MOUMITA DAS	SACT	BENGALI
4	PURUSATTAM SINGHA	SACT	BENGALI
5	BANDANA SARKAR	SACT	BENGALI
6	SOMA SARKAR	SACT	BENGALI
7	DR RAKHEE DAS BISWAS	HOD, Associate Professor	BOTANY
8	DR. ABDUS SABUR	Assistant Professor	BOTANY
9	RIYA DAS	SACT	BOTANY
10	MOHAMMED AZMALUL ALAM	SACT	BOTANY
11	RIA CHANDA	SACT	BOTANY
12	MOUMITA GANGULI	SACT	BOTANY
13	DR. KAMALA RANI BHATTACHARYYA	HOD, Associate Professor	CHEMISTRY
14	DR. SUJIT GHOSH	Assistant Professor	CHEMISTRY

15	MINI GHOSH	SACT	CHEMISTRY
16	SUBRATA BASAK	SACT	CHEMISTRY
17	SUMI SAHA	SACT	CHEMISTRY
18	ARUP SANYAL	SACT	CHEMISTRY
19	DR. SUBRATA GHOSH	HOD, Associate Professor	ECONOMICS
20	PAMPA SARKAR	SACT	ECONOMICS
21	DR. NILIMA MOKTAN	Assistant Professor	ECONOMICS
22	CHOODEN YOLMO	HOD, Assistant Professor	EDUCATION
23	DR. SUBRATA GHOSH	Assistant Professor	EDUCATION
24	MOTIUR RAHAMAN	SACT	EDUCATION
25	CHANDAN GHOSH	SACT	EDUCATION
26	SUJOY BARMAN	SACT	EDUCATION
27	SHILA SAHA	HOD, Assistant Professor	ENGLISH
28	ANINDRA KUMAR BISWAS	Assistant Professor	ENGLISH
29	ANURADHA PAUL	SACT	ENGLISH
30	MITHUN PAUL	SACT	ENGLISH
31	TARIK ANOWAR	SACT	GEOGRAPHY
32	CHANDANA SAHA	HOD, Assistant Professor	HISTORY
33	DR. ABHINANDAN DAS	Assistant Professor	HISTORY
34	RANJIT ROY	SACT	HISTORY
35	TUSHAR KANTI ROY	SACT	HISTORY
36	KRISHNA SAHA	SACT	HISTORY
37	DR. ABHIJIT MANDAL	HOD, Assistant Professor	MATHEMATICS
38	DR. MEGHLAL MALLIK	Assistant Professor	MATHEMATICS
39	ENAMUL HOQUE	SACT	MATHEMATICS
40	MD REJUAN	SACT	MATHEMATICS
41	GOPAN SAHA	SACT	MATHEMATICS
42	RIMA DAS	SACT	MATHEMATICS
43	TANMOY SARKAR	SACT	PHILOSOPHY
	DR. SHYAMSUNDAR PRATIHAR	SACT	PHYSICAL EDUCATION

44	DR. DEBASMITA BONDYOPADHAYA	HOD, Assistant Professor	PHYSICS
45	NUR MOHAMMAD	SACT	PHYSICS
46	SIRAJUL ISLAM	SACT	PHYSICS
47	SUBRATA ROY	SACT	PHYSICS
48	NADIR HOSSAIN	SACT	PHYSICS
49	PRANATI MAZUMDER	HOD, Assistant Professor	POLITICAL SCIENCE
50	MADHU MANTI HASINA ERANI	SACT	POLITICAL SCIENCE
51	AAYASHA PARVIN	SACT	POLITICAL SCIENCE
52	UJJWAL BHATTACHARJEE	SACT	POLITICAL SCIENCE
53	ANANDA KUMAR SINGHA	SACT	SANSKRIT
54	DR. SANKAR KUMAR ROY	HOD, Associate Professor	SOCIOLOGY
55	SANAT KUMAR SINGHA	Assistant Professor	SOCIOLOGY
56	PABITRA BHOWMICK	SACT	SOCIOLOGY
57	MAHUA PAL CHOUDHURY	SACT	SOCIOLOGY
58	DR. PRIYANJALEE BANERJEE	HOD, Assistant Professor	ZOOLOGY
59	BANASHREE BARMAN	SACT	ZOOLOGY
60	NANDINI DAS	SACT	ZOOLOGY
61	DEBAJIT CHAKRABORTY	SACT	ZOOLOGY
62	TANAYA MAJUMDAR	SACT	ZOOLOGY

Criterion	Items	Verification		Comments	Suggestions for Improvement
I. Curriculum	Steps followed in the designing of syllabus & curriculum	Yes/No	NA	Under the control of the University of Gour Banga	
	Contents of the Curriculum		NA	-Do-	
	Validation done		NA	-Do-	
	IDC /EDC		NA	-Do-	
	Credits allotted/distribution –logic		NA	-Do-	

II. Curriculum Transaction			
	Teaching methods & Teaching aids	Yes	Chalk and Talks & PPT Presentation are two main methods. Seminar/Conference and Study Tours are auxiliary methods
	E-learning modules	Yes	E-learning modules are simultaneously available
	Project work UG/PG	Yes	All the regular UG programmes (Honours & General) have project work in curriculum. Teachers of the respective Departments offer topics of several projects within their syllabus and students work individually /jointly and submit their reports. Marks for Project are evaluated within Internal Assessment. No PG courses are under regular mode. Seven PG Courses and are available under NSOU and DDE-RBU in distance mode.
	Internal assessment– components – Uniqueness	Yes	Internal Assessment is run as a continuous process. Students take objective as well as descriptive tests. Class demonstration, viva-voce, written tests are conducted depending upon the discretion of the Departments.
	Student support– remedial coaching	Yes	There is a provision of Remedial teaching mainly for the SC, ST, OBC and Minorities along with other needy students. However, college includes all the lagging behind students in that classes where subject teachers of every department take adequate care of those students.
	Parents meeting – evaluation of student's progress	Yes	Students' progress is initially discussed in respective Department and then Heads/Coordinators of the Departments decide to meet guardians in special cases.
	Feedback from students	Yes	Online feedbacks of the students are being collected through college website and analysis is being done after collection of those data.
	Steps taken on the feedback	Yes	As per students' feedback digital classrooms were established. Students also preferred blended model of teaching (combination of offline and online). Few of the Departments responded.

III. Faculty Profile				
Projects completed/ on Going		Yes	No	NA
Seminars / conferences attended		**2017-18:** 2 teachers attended International Level 2 teachers attended National Level 2 teachers attended State Level **2018-19:** 3 teachers attended International Level 3 teacher attended National Level 1 teacher attended State Level **2019-20:** 3 teachers attended International Level 2 teacher attended National Level **2020-21:** 2 teachers attended International Level 2 teachers attended National Level **2021-22:** 3 teachers attended International Level 1 teacher attended National Level **2022-23:** 7 teacher attended International Level 3 teachers attended National Level 1 teacher attended State Level		

Item		Details
Papers/ articles /books Published outstanding five publications from SocialScience/Science/ Commerce/and others	Yes	**Total Number of Papers/books published in last 6 years –** **Journal:** International – 31, National – 8 **Book Chapter:** International – 06, National – 12 Among them five current distinguished publications are: **i)** "High-spin states of 204At: isomeric states and shears band structure", D. Kanjilal, S. K. Dey, S. S. Bhattacharjee, A. Bisoi, M. Das, C. C. Dey, S. Nag, R. Palit, S. Ray, S. Saha, J. Sethi, and S. Saha, **Eur. Phys. J. A** 58 (2022), 159. **ii)** Asad, M., Sabur, A., Kamran, M., Shadab, M., Das, S., and Ali, N. (2021), Effector functions of Th17 cells are regulated by IL-35 and TGF-β in visceral lejshmaniasis. **The FASEB Journal** 35, e21755. **iii)** Abhijit Mandal, Ashoke Das, Afsar Hossain Sarkar "Ricci soliton on Sasakian manifolds admitting Zamkovoy connection", **Italian Journal of Pure and Applied Mathematics**, No. 47, 769-779 (2022). **iv)**Abhinandan Das, 'Left Alternative and Industrialization in West Bengal: 1977 – 1987', **Proceedings of Indian History Congress**, (Contemporary India, Sectional President – Prof. Deepak Kumar, JNU) Vol. 80, Aligarh, 2022, pp. 1211-1219, ISSN: 2249 1937 https://www.jstor.org/stable/27192976 **v)** "Cross Dehydrogenative Coupling" (CDC) reaction: Mechanism and intermediates with recent reports" Chapteter-2 under Chemical Science, In "A Book on Fascinating Science", Tandrita Bhaduri
FDP /RC /OC /Training Program/Workshop	Yes	**2018-19:** 1 teacher participated in **RC**, 1 teacher participated in **RC**, **2019-20:** 1 teacher attended **RC**, 1 teacher participated in **OP**, 1 teacher participated in **STC**, **2020-21:** 7 teachers attended **RC**, 1 teacher attended **OP**, **2021-22:** 4 teachers attended **FIP** **2022-23:** 2 teachers attended **RC**, 1 teacher attended **STC**
Preparation of E-learning materials /Content	Yes	Teaching through ICT aids is is one of the Best Practices of this college. All most all teachers try to prepare power point presentation for their classes.

	Yes	No	Nil	
Acted as resource persons				
M.Phil. &Ph.D. awarded	Yes			6 no. of teachers have been **awarded Ph.D.** during their service in this college 8 no. of teachers **joined with Ph.D.** in this college 2 no. of teachers have been awarded **M.Phil.** during their services in this college

IV. Profile of Students

Demand ratio (Applications received Vs Sanctioned Strength)	Yes	Total Applications Received: 7200 Total Sanctioned Strength: 2844 (*As per college software report, 2022-23*)
Students' involvement in extra-curricular & Co-curricular activities	Yes	Students get involved in extra-curricular activities like games and sports, karate, gym, cultural programmes, debate, art, music (both vocal and instrumental) etc. College authorities organize annual programme to explore those skills.
Study tour/industrial visits/ exhibitions/Internship/ Training	Yes	Study tours are being organized by Department of Botany, Zoology and Geography every year.
Achievements	Yes	Students won awards in games and sports as well as in Youth Parliament and other cultural programmes in University Level, District Level & State Level. Students also won Medals in different University Examinations.

V. Infrastructure in the Institute	No. of class rooms	Yes	17	
	No. of laboratories	Yes	14	
	No. of computers–for teachers	Yes	37	
	No. of computers–for students	Yes	20	
	No. of computers –research scholars	Yes	02	
	No. of instruments	Yes	120 (from Departments of Physics, Chemistry, Botany, Zoology and Geography)	
VI. Activities Of the Institute	MoU's signed	Yes	1. College has signed a MoU with DDE-RBU for running PG courses in 7 (Six) subjects. 2. College has signed a MoU with NSOU for running PG courses in 7 (Seven) subjects and is about sign MoU with NSOU in 7 (seven) more UG subjects. 3. College has a MoU with Webel for Diploma course in Computer application.	

Consultancy	N.A.	No	
Collaborations	N.A.	No	
Association Meetings	Yes	Meetings of the different committees like IQAC, PMU-RUSA 2.0 committee, Admission committee, Academic committee, Library committee, Research Cell, Purchase committee, Building committee are held regularly and as per need. Meetings with Administrator are held as per norms.	
Guest lectures	No	N.A.	

Conference/Seminar / Workshop conducted	Yes	Seminars/Conferences/Workshops are organized by almost all Departments on regular basis, which is really commendable. Few important among them are as following: i)Special Lecture on '**Rabindranath Tagore Today: A Critical Look**' on 19th April, 2022 by **Prof. Sib Ranjan Misra, Professor (Retd.) Visva Bharati, Santiniketan,** Organised by Research Group and IQAC Raiganj Surendranath Mahavidyalaya ii) One-Day seminar titled '**Negotiating Patriarchy in Everyday Life**' on 24th March, 2022**Resource Person - Prof. Sanjay Kr. Roy, Department of Sociology, University of North Bengal,** Organized by Women Cell and IQAC, RSM on the occasion of International Women's Day iii) One day Seminar on "**The Einstein's theory of Relativity and the Black Holes in the Universe**" by **Prof. Subenoy Chakraborty, Department of Mathematics, Jadavpur University** on 6th April, 2018, Organized by the Department of Mathematics and Physics in collaboration with RSM Research Group, IQAC, Raiganj Surendranath Mahavidyalaya
Extension Activity	Yes	NCC (Unit- 1 & 2) wings both organize extension activities regularly in different fields/areas. These wings also organize different social activities in the time of pandemic as well as flood.
Interaction with Industry / Research Centers/ Educational Institutions	No	NA

Newsletters /Magazine	Yes	'Abhijatri' is a student magazine published annually.
Placement	Yes	The college has an active 'placement cell' and conducted placement awareness programmes regularly in collaboration with Indian Air Force, Ananda Bazar Patrika, RICE and so on.

Please comment on SWOC Analysis:(250 Words)

Strength: Strength of the institute is its teachers who are in constant touch with research-works and publications. They are keen to organise periodic lectures, seminars, workshops. Infrastructural facilities starting from modern class rooms, computer centres, laboratories and digital library are available. The Principal and the administration team are always conscious regarding the availability of amenities within the institute starting from free internet facilities within campus, advanced reading room, book lending, games and sports facilities to well decorated auditorium as well as cafeteria and beautiful gardens.

Weakness: Most of the students belong to the first generation learner's strata and outrage of abject poverty persists in those sections of the society. Male students feel compelled to migrate outside in search of jobs. This results in dropouts from the college. The transport system is also not too developed within the remote areas. Therefore, attending classes till late evening become risky especially for the female students.

Opportunities: College is planning to offer various certificate and add on courses which are expected to raise employability of the students. The local industry-academic connection can help the students to do summer internship. These are the attainable opportunities that the students of the college can explore. The college has no infrastructure bottleneck within the campus which is a real opportunity for all the students in such an area.

Challenges: Challenges of the college is to bring the students within the ambit of academic ambience and sustain them till the end of the course. Despite experiencing abject of poverty many of the students have secured good scores and have succeeded in real life. The

challenge of the college is to retain the students and help them all to complete the courses with success and make them ready for entry in services or other livelihood in lives.

Best Practice (s) /Innovations of the Institute:

Best Practice 1:

Title: Information and Communication Technology (ICT) in Education

Objectives: To construct, analyze the better method of learning and inaugurate a digital and Information and Communicative Technology (ICT) based teaching. To allow e-learning or online learning for students and faculty members. To make teaching and learning more interactive, attractive and collaborative. To provide uninterrupted education even during the hard time as well.

The Context: During the year 2020-21, the whole world was awfully affected by Covid-19 pandemic. Due to this pandemic, education sector was adversely affected. So ICT has become an intrinsic part of the teaching-learning process. Digitalization of the education system is a great transition of teaching and learning resources of the 21st century. In conformity with this effective use of technology has made the class at Raiganj Surendranath Mahavidyalaya more dynamic, thereby paving the way for the emergence of the motivated students' inquisitiveness and the renewed teachers' enthusiasm as they have been in a process to acquainted with new skills and technologies.

This new environment also involves a change in the roles of both teachers and learners. The new role of teachers demands a new way of thinking and understanding of the new vision of the learning process. Learners will have more responsibilities for their learning as they seek out, find, synthesize, and share their knowledge with others. ICT provides powerful tools to support the shift from the teacher-centered paradigm to the learner-centered one , thereby being instrumental to the emergence of new roles of teacher, learner, curricula and media.

The Practice: Shifting the emphasis from teaching to learning creates a more interactive and engaging learning environment for both the teachers and the learners. Some classrooms in the institute have shot throw projectors and few have smart boards. Almost all the faculty members teach the students by using the same. The whole campus has Wi-Fi connection. During the pandemic, most of the

subject teachers extensively used Cloud Classrooms through the college website and Google Meet platform for teaching lessons of their subjects. Sessions were continued on the online platform from remote places wherein all the participants were attending in the class from various locations. Even evaluations were conducted on the online platform. The assessment – process was executed with the use of digital devices to assist in the construction, delivery, storage, or reporting of student-assessment-tasks, responses, grades, or feedbacks. Subsequently it has become our Best Practice and the college has preferred to teach the students even in blended mode.

Impact of the Practice:

Impact on the students: Students have started learning from online resources also. Students can meet teachers as well as classmates or batch mates online and get the required subject knowledge. Now students can learn anytime and from any place.

Impact on the faculty members: Faculty members have started doing various certification programs run by famous universities to learn various skills and to update subject knowledge. Faculty members have participated in various in-service training programs and workshops which are essential for their professional development. Faculty members have started guiding students more rigorously about the learning materials available on the internet, e-books, e-journals, e-magazines, and social sites which are helpful to students to gain subject knowledge.

Evidence of Success: With the help of ICT during this time the institute could complete the syllabus, evaluation, and assessment of students. Various co-curricular activities were also organized on the virtual platform. During this pandemic, students always conveyed their fondness for learning through ICT tools.

Problems encountered: All of the students and faculty members may not be comfortable using ICT in the Teaching-Learning process due to various reasons i.e., Technology illiteracy, unwillingness to move out of comfort zone, etc. Uninterrupted internet connection is a great challenge. Moreover, ensuring it at the student's end is challenging further. Initially, it was hard to change students' perceived cycle of education. But eventually, they got adopted to use ICT in the Teaching Learning Process.

Best Practice 2:

Title: Teaching- learning Process.

Objectives: Teaching is a conscious process. The progress of teaching and that of learning are interrelated in such a way that learners toil for their goals and they earn new knowledge, behaviours, and soft skills so as to enrich their learning experiences.

Context: While designing the teaching-learning ways, the institution puts emphasis on special needs, learning style, problem-solving approach, interactive learning method, possibility of new curriculum, learning strategy for the sake of students' personal achievement.

The practice: Learning includes both formal and informal experiences. In the case of formal learning, the goals are defined by the instructor. Different forms of informal learning are self-study, article-magazine reading, participation in cultural activities, etc. The main limitation of this process is that there is a difference between the teacher-made materials and the commercial materials.

Evidence of success: As a result of the teaching-learning process, the students score good marks on exams and different co-curricular activities. Also, it can bring changes in professional practice. The demonstration method of teaching increases the confidence level of the students that help their future buildup.

Problems encountered: Scarcity of motivation among the students and poor attendance of the same are the major problems encountered during the teaching-learning process.
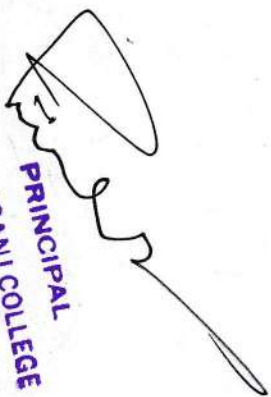
Notes: Students are mostly benefited from interactive teaching-learning process where both teacher and student participate strongly. Pedagogical methods are also useful since there is a strong interaction between Teacher-Student-Learning environments. The demonstration method helps to grow interest among the learners. In general, different teaching-learning methods not only help the students to increase their academic activities but also make them responsible and active citizens.

Future Plans of the Institute: (250Words)

1. **Installation of solar panel in our campus:** The college believes in sustainable development. Therefore, in order to reduce the use of non-renewable resources the college has already installed a grid connected 5KW solar panel under RUSA 2.0 scheme in the campus and the college has also a plan to expand the same in near future to combat environmental pollution.

2. **International seminar in various departments:** International seminar helps the students and teachers to broaden their vision and attain global vision. It helps the institute to get a recognition too. Therefore, the college plans to promote more and more international seminars from various departments.

3. **Making more greenery in our campus:** Clean and Green are the two major mottos of Raiganj Surendranath Mahavidyalaya. To raise the sustainability and make the environment eco-friendlier, the College plans to make the campus greener and cleaner.

4. **Encourage faculty members to take part in research:** The college has a long run goal to make the institute a center for potential excellence. Therefore, the college authority wants to make a research hub by encouraging faculty members to pursue path-breaking research work.

PRINCIPAL
KALIYAGANJ COLLEGE

Signature of the Academic Audit Experts

DR. P.K.MANDAL
Ex. Principal
Raiganj University College
Raiganj, Uttar Dinajpur

CONTENTS

PREFACE

Raiganj Surendranath Mahavidyalaya was established in 1986 with the intention of meeting the educational needs of rural and suburban youth in the surrounding area. The land of the College was donated by Mr. Shailendra Narayan Sen in loving memory of his father Surendranath Sen and hence the College was named as Raiganj Surendranath Mahavidyalaya. Although initially planned as a Women's College, it later evolved into a coeducational undergraduate degree college affiliated under the University of North Bengal. In 2008, the college became affiliated with the University of Gour Banga. It is currently the largest college in the district, with a student population exceeding 5000. In 2016, the college received accreditation from NAAC at the B+ level. The college now offers four-year Bachelor of Arts (B.A.) and Bachelor of Science (B.Sc.) programs under the New Education Policy of 2000. Situated in the northern part of Raiganj town, the campus features a modern three-storied building with top-notch facilities that has the purpose of making the process of both teaching and learning an enjoyable and an efficient affair. Being one of its kind in its vicinity, the college has shown significant dedication in enhancing academic excellence in the region with active participation and unquestioned commitment of its administrative, teaching and non-teaching staff.

VISION

The vision of the College is to nurture genuine and accountable individuals with open-minded thinking free from gender biases, and with a heightened awareness of the environment. The College earnestly aims for the all-round development of its students, encouraging excellence not only in academics but also in various aspects of life, including sports, cultural pursuits, debating, and creative writing. Furthermore, the College is committed to empowering underprivileged local youth by imparting knowledge and enriching them in diverse ways, fostering their growth as responsible citizens of the nation. While implementing these, the spirit of the College is influenced by Swami Vivekananda's ideal i.e,, "Arise, Awake and Stop not till the Goal is reached!"

MISSION

The mission of the College is to impart higher education infused with moral values to every student of the surrounding locality. It combines modern ICT-enabled learning methods with the traditional chalk-and-talk approach. The College values both the competitive spirit that drives students to improve their quality and the compassionate empathy towards others including the animals and environment. It strives to maintain a balance between these two aspects. The Best Practice of the institute is to nurture values, humility and humanities in the hearts and minds of all students.

AFFILIATION

The college is affiliated to the University of Gour Banga. (vide GBU Letter No. 1101/UGB/R-15, since 2008)

RECOGNITION

The college is recognized by the University Grants Commission under section 2(f) and 12(B) of the UGC Act. (vide UGC Letter No. F.8-30/96(CPP-I) - Affl. Dated, 24/06/1997).

ACCREDITATION

The college got its first NAAC Accreditation in the year 2016 (accredited- B+) and will go for the 2nd Cycle of NAAC that will be accredited in due time.

AUDIT PERIOD:

The external Academic and Administrative Audit (AAA) has been done on the basis of vouchingand verification of data provided by the office of the institution, IQAC, and the reports submitted by the various sub-committees of the college. The team also interacted with the functioning bodies and stakeholders of the college. The period of audit was 2022-23.

AUDIT DATE:

The audit was conducted on 25TH MAY 2023 and the report was submitted on 10TH JUNE 2023.

AUDIT DEFINITION:

Academic and Administrative Audit (AAA) definition is a systematic and scientific method of reviewing the quality of academic process and evaluating the efficiency and effectiveness of the administrative procedure in the institution. It includes monitoring and review of institutional systems with an objective of assessing the quality of academic and administrative process in the institution and suggesting corrective and preventive action whenever necessary for quality improvement.

AUDIT PROCESS:

The audit team interacted with the Teaching and Non-Teaching staff of the college. They interacted with various conveners of various committee and cells and the coordinator of IQAC tounderstand and derive inferences about the academic and administrative performance of the college. The team vouched and verified all the relevant documents and data placed before them. The audit team also interacted with the Principal, HODs, Office Staff, and the Accounts staff members. The Academic and Administrative Audit team also interacted with some students and alumni to understand the teaching-learning processes in the college. The team submitted its report with observations and recommendations for enhancing the quality of academic activities and administrative procedures of the college.

AUDIT TEAM:

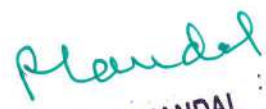The audit team consisted of the following teachers:

INTERNAL MEMBERS

1. Dr. Debasmita Bondyopadhyaya
2. Dr. Rakhee Das Biswas
3. Dr. Sujit Ghosh
4. Dr. Meghlal Mallik
5. Dr. Nilima Moktan
6. Dr. Kamala Rani Bhattacharya
7. Dr. Priyanjalee Banerjee

EXTERNAL MEMBERS

1. Dr. P. K. Das, Principal, Kaliyaganj College
2. Dr. P. K. Mandal, Former Principal, Raiganj University College

PRINCIPAL
KALIYAGANJ COLLEGE

DR. P.K.MANDAL
Ex. Principal
Raiganj University College
Raiganj, Uttar Dinajpur

Audit Observation and Recommendation Domain (Criterion wise)

CRITERIA I: CURRICULAR ASPECTS

OBSERVATIONS:

- The college is affiliated with University of Gour Banga. The college is NAAC accredited and preparing for applying for 2nd cycle of NAAC.

- The college takes initiatives to ensure that the curriculum is delivered effectively and in a well-planned manner.

- Since the college is an affiliated college under University of Gour Banga, it does not have much role to design and develop the curriculum and syllabus since this is developed by the affiliating university, which is University of Gour Banga.

- The college is in smooth migration from Choice Based Credit System (CBCS) to CCF (Curriculum and Credit Framework) under NEP as per the guidelines of the affiliating university.

- The college offers following 17 Courses:

1. B.A. in Political Science (Honours/Major)

2. B.A. in Sociology (Honours/Major)

3. B.A. in Engilsh (Honours/Major)

4. B.A. in Bengali (Honours/Major)

5. B.A. in History (Honours/Major)

6. B.A. in Education (Honours/Major)

7. B.A. in Economics (Honours/Major)

8. B.A. in Geography (General/Major)

9. B.A. in Philosophy (General/Major)

10. B.A. in Physical Education (General/Major)

11. B.A. in Sanskrit (General/Major)

12. B.A. in Urdu (General/Major)

13. B.Sc. in Physics (Honours/Major)

14. B.Sc. in Chemistry (Honours/Major)

15. B.Sc. in Mathematics (Honours/Major)

16. B.Sc. in Zoology (Honours/Major)

17. B.Sc. in Botany (Honours/Major)

17. B.Sc. in Botany (Honours/Major)

- The college conducts 7 Add-On/Value-Added Certificate courses.

- The college strictly adheres to the Academic Calendar which is uploaded in the college website.

- Many teachers of the college are involved in setting of question papers for UG programs of the affiliating university.

- Faculty members actively participate in the evaluation and assessment process of the affiliating university.

- Faculty members of the college are also involved in design and development of curriculum for certificate and add-on courses conducted by the college.

- College has organized various seminars, orientation programs, workshops, counseling sessions on values and ethics. It has also organized programs on gender sensitization, environment, sustainability matters etc.

- A number of outreach programs, beyond-campus activities, extension activities are organized by the institutions to incorporate relevant social and ethical values in the curriculum.

- A large number of students have undertaken project work/field work during the year.

- The college has a Computer Centre jointly run by WEBEL which provides training to the students. It imparts hands-on computer training to majority of the students of the college.

- The college has Digital Library developed under RUSA 2.0 Scheme for the use of students and faculty members.

- The institution obtains feedback from the students, teachers and alumni on the curricular and other related aspects of the college.

- Feedback is collected, analyzed and appropriate action is taken. They are made available on the college website.

RECOMMENDATIONS:

- NEP- oriented study materials made available to the students.

- Workshops organized for raising awareness among students on the National Education Policy 2020.

- More skill-based add-on/value-added courses introduced for students in line with the NEP.

- The feedback system has been regularized.

- The college website contains detailed information regarding curriculum, routine, academic calendar, various events, etc.

CRITERIA II: TEACHING LEARNING AND EVALUATION

OBSERVATIONS:

● Number of students admitted during the year is 2072 and number of sanctioned seats during this year is 2844.

● There are currently 4808 students out of which 2122 are boys and 2686 number of students are girls. The ratio between boys and girls is nearly 4:5, which shows that our institute plays a pivotal role in establishing women's education and empowerment in the area. It has been observed that the percentage of female students, which is currently 56%, has gradually increased for the last 5 years and has now crossed the number of boys to a remarkable number.

● There are currently 1996 students who belong to Scheduled Caste or Scheduled Tribe (42% of total students) and 1281 no of students in the college who belong to Other Backward Caste (A & B) (27%).

● Thus, in gross, there are around 69% students who belong to socially challenged category. It shows that the college is fully aligned towards its mission and vision of educating the village people for the overall growth of the nation in wider spectrum.

● It has been found that 3912 no. of students are getting Scholarships from different from the State and Central Government Schemes. Thus 81% of students are studying with scholarships which is appreciable.

● The Student to Full-time teachers' ratio is 229:1 approximately.

● The institute conducts seminars, class tests, workshops, debate, orientation program, webinars, project work etc. for enhancing the learning experience of the students.

● ICT tools like Google Classroom, Google Meet, PPTs, WhatsApp etc., are used to make the teaching learning process effective.

● Almost 80% of the sanctioned posts are filled by full-time teachers.

● The institution has 21 full time teachers. There are 14 faculty members who are PhD degree holders. During this year, two faculty members have been awarded PhD degree. Three teachers are pursuing PhD program at present.

● The students are provided with Academic Calendar, List of Holidays, Schedules of Internal Examinations and other important information of the college through the college website and prospectus.

● The admission of the students is done through Online mode. The admissions of students are done on the basis of merit.

● The internal assessment of students is done through a continuous evaluation process of MCQ tests, Tutorials/Assignments, Viva Voce, Project works

● The question papers of the internal examinations are set by departmental teachers as per university guidelines

● The results of the internal examinations are declared within the stipulated time. Any grievances relating to internal examination from the students are efficiently dealt with.

- The teachers and the students of the institution are aware of the Course Outcome (CO) and programme outcome (PO) and Programme Specific Outcome (PSO) offered by the institution.

- The course outcome and programme outcome are mapping through CO- PO mappings

- Proper Attainment towards CO Attainment, PO Attainment are calculated.

- A total of 1095 students appeared in the final semester exam for the session 2021-2022 and all of them have successfully passed. Thus, a 100% pass percentage in the University Examination during the year was achieved.

- The institution regularly conducts surveys of student's satisfaction regarding teaching learning process through feedbacks

- The college publishes a detailed prospectus every year.

- Various FDPs, Webinars and Workshops were organized to equip the teachers with ICT Methodologies of teaching.

- The induction Program for the 1st year is organized by the institution to introduce the newly admitted students to all. In this program, the Vision and Mission and code of ethics of the college is made available to make them aware of the important statements.

- The students are informed about various scholarships, stipends and other useful facilities like student credit card etc. under Government and non- government, that are available to them which help the financially weaker students to avail financial help and continue their studies.

RECOMMENDATIONS

- The college should lay more emphasis on the continuous evaluation process of the students.

- More teachers need to be recruited.

- More parent-teachers' meetings should be organized by the institution to discuss the academic progress and holistic development of the students.

- The Target for CO attainment should be increased gradually

- The students should be made aware of COs, POs and PSOs during orientation program and through some workshops.

CRITERIA III: RESEARCH, CONSULTANCY AND EXTENSION

OBSERVATIONS

- 12 teachers have published research papers which are UGC CARE

- Approximately, 40 papers were published by the teachers of the college in various journals during the year.

- More than 15 seminars, webinars and workshops and alike events were conducted by the institution during the year.

- Total number of full-time teachers in the College including the Principal of the College is 23.

- 25 book chapters were contributed by 09 teachers.

- The institution had more than 10 collaborations / linkages for faculty exchange, student exchange, internships, field trips, on-the-job training, research etc., during the year.

- • More than 500 students participated in extension activities conducted with industries, community and non- govt. organization through NSS units of the college during the year.

- More than 10 outreach and extension programs were conducted by the institution during the year.

- During the year 2 awards and recognitions were received by the institution.

- The institution carried out a number of extension activities in the neighborhood community. It also organized extension activities in sensitizing students on social issues in order to bring about their holistic development.

- Webinars, Seminars, Workshops, Extension Programs, beyond- campus activities were organized by the institution to create an environment for innovation, creation of knowledge, as well as transfer of knowledge.

- Few faculty members of the college are involved as co-supervisor for pursuing Ph.D degree to the SACT of our college. Head of the institution (HOI) is continuously encouraging to all the faculty members for active involvement in research work.

RECOMMENDATIONS

- Some potential students who have already passed out should be brough into research work under the supervision of some teachers who are have better research credentials.

- All faculty members should get involved in carrying out research activities and publish papers in referred journals.

- More Research Oriented activities should be undertaken by the faculty.

- More collaborative activities for research should be initiated.

- Mobilization of Research Fund from various Govt. and Non- Govt. agencies should be encouraged

- The Incubation center should be more vibrant

CRITERIA IV: INFRASTRUCTURE AND LEARNING RESOURCES

OBSERVATIONS:

Raiganj Surendranath Mahavidyalaya isn't just a place of education; it's a place where innovation meets opportunity, and a stimulating learning environment empowers students to thrive. This report highlights the college's commitment to providing a well-rounded education through modern infrastructure, comprehensive learning resources, and a dedication to student well-being, all within a sustainable and inclusive campus culture.

- **Investing in Modern Learning Experiences**

  Stepping into the future of education, Raiganj Surendranath Mahavidyalaya boasts eleven smart classrooms equipped with cutting-edge audio-visual aids and high-speed broadband internet. This dynamic environment allows for interactive learning, where professors can bring lessons to life through engaging presentations and visuals. The state-of-the-art Milanayatan conference hall complements this focus on modern learning by providing a well-equipped venue for academic and professional gatherings. Blanketing the entire campus with free Wi-Fi connectivity ensures seamless access to information for students and faculty alike, fostering a culture of continuous learning and exploration.

- **Empowering Faculty for Scholarly Pursuits**

  Recognizing that exceptional faculty is the backbone of a thriving academic environment, Raiganj Surendranath Mahavidyalaya provides dedicated chambers with high-speed internet access for faculty research and development. This fosters a dedicated research culture, allowing professors to delve deeper into their fields and remain at the forefront of their disciplines. The well-stocked college library acts as a treasure trove of knowledge, offering a vast collection of books and user-friendly software for efficient resource management and effortless student access. This ensures that students have the tools and guidance they need to excel in their academic pursuits.

- **Building a Secure and Inclusive Learning Community**

  Understanding the needs of students from outside the area, the college is actively constructing a dedicated girls' hostel to provide safe and comfortable living arrangements. This commitment to inclusivity extends to ensuring accessibility for all students. Classrooms on the ground floor cater to students with mobility limitations, while hearing aids are available for those with hearing impairments. Visually impaired students can access Braille textbooks procured from the district library, and the library staff provides additional support to ensure all students have an equal opportunity to succeed.

- **Equipping for Practical Learning and Holistic Development**

Raiganj Surendranath Mahavidyalaya goes beyond traditional classroom learning to provide a well-rounded educational experience. Well-equipped laboratories cater to practical learning across various disciplines, fostering a hands-on approach that complements theoretical knowledge. Nineteen regular classrooms, an administrative block to ensure smooth operations, and a well-stocked library provide a strong foundation for academic pursuits. Recognizing the importance of overall well-being, the college offers a well-equipped gymnasium for physical fitness and three seminar halls that serve as platforms for intellectual discourse and workshops beyond the curriculum. A dedicated research room further fosters a spirit of inquiry and collaboration, encouraging students to think critically and work together to solve problems.

- **Prioritizing Student Well-being: A Focus on Health and Convenience**

Raiganj Surendranath Mahavidyalaya understands that a healthy and comfortable environment is essential for academic success. The college prioritizes student well-being by providing a robust safe drinking water facility, ensuring access to clean and purified water throughout the campus. Two conveniently located canteens cater to diverse student preferences, offering a variety of nutritious and affordable meals throughout the day. The college further supports student well-being by running a well-stocked cheap price store on campus, offering essential everyday items at subsidized prices.

- **Sustainable Practices for a Greener Future**

Raiganj Surendranath Mahavidyalaya demonstrates its commitment to environmental responsibility through its investment in rainwater harvesting systems. This innovative approach allows the college to collect and conserve rainwater, which is then used for various purposes such as irrigation and cleaning, reducing reliance on municipal water supplies and promoting a more sustainable campus environment. The college's commitment to a clean and green environment extends to a well-defined waste management system that promotes responsible disposal, energy-efficient lighting and appliances that reduce the college's carbon footprint, regular tree plantation drives to increase green cover and improve air quality, and a campus-wide effort to reduce single-use plastics and promote eco-friendly alternatives.

- **A Commitment to Excellence**

Raiganj Surendranath Mahavidyalaya's unwavering dedication extends beyond providing modern facilities and exceptional learning resources. It reflects a deep-seated commitment to nurturing a well-rounded learning experience for its students in a clean, sustainable, and inclusive environment. By continuously improving resources, adapting to evolving needs, and implementing innovative green initiatives, the college equips its students with the tools and knowledge they need to excel academically, personally, professionally, and as environmentally responsible citizens, prepared to face the challenges and opportunities of the future.

RECOMMENDATIONS

- The seating capacity in the library needs to be increased.
- Facility for visually challenged students should be introduced
- Efforts must be made to make the library fully automated.
- More initiatives should be taken for e-content development.
- Initiative should be taken to increase classrooms with ICT facilities.
- Effort must be undertaken to improve the student-computer ratio.
- Membership to British Council, American Library are suggested
- Membership by faculty members in the NDLI is suggested
- Membership to National Institute for the Empowerment of the Persons with Visually Disabilities (NIEPVD) is suggested which will help visually challenged students of the college as well as in and around the locality

CRITERIA V: STUDENT SUPPORT AND PROGRESSION

OBSERVATIONS:

- Number of students admitted during the year is 3105 and number of sanctioned seats during this year is 4308

- There are currently 4808 students out of which 2686 are boys and 2122 no. of students are girls. The ratio between boy and girls is nearly 1:2, which shows that the women empowerment culture in the college is very prominent as claimed by the college in many occasions. It has been observed that the percentage of girl students which is currently 53% has got a gradual increase for last 5 years and has now crossed the no. of buysto a remarkable number.

- There are currently 4,808 students who belong to Socially backward class including SC, ST AND OBC.

- Thus, in gross, there is around 82% student who belong to either economically backward or socially challenged category. It reflects that the college is committed to fulfilling its mission and vision of teaching the community for the larger development of the country as a whole and that 3,912 number of students is getting Scholarships from different State and Central Government agencies.

- The Student to Full-time teachers' ratio is 56:1 approximately.

- The institution has conducted seminars, webinars, workshops, awareness programs certificate courses, counselling, motivational workshops, valueadded courses, add-on workshops etc. to improve soft-skills, language and communication skills, life skills and ICT and computing skills of the students

- There is a process of submission of students' grievances in online and offline mode.

- The institution has various committees and cells like Anti Ragging Cell, Minority Cell, SC/ST Cell, Grievances Redressed Cell, ICC to work for effective and timely redressal of students' grievances including sexual harassment and ragging cases.

- 5 outgoing students of the institution have got placement during the year and 325 students have progressed the year to higher education

- 5 students have received awards Medals for outstanding performances insports/cultural activities at University / State / National /International Level during the year.

- More than 300 students participated in sports and cultural levels during the year.

- The institution has a registered Alumni Association which proactively contributes towards the progress of the institution.

- All current college students can pay their individual college tuition fees through the online banking system. This is very helpful for the students toavoid long queues in front of the college cash counter. It is user-friendly and college fees can be paid from home or any other place at any time.

- The non-teaching staff of the college extends cooperation to the students with regard to admission, registration, examinations, and various government and non-government scholarships and stipends.

RECOMMENDATIONS

- More initiative should be taken by the career counselling cell in providing placement opportunities to the students passing out from the college.
- Monitoring of students' progression on regular basis is necessary.
- Internet Bandwidth should be increased with possible implementation of 1:1leased line for internet
- The fees payment process through the QR code and UPI and internet bankingshould be easier and smooth for the students.

CRITERIA VI: GOVERNANCE AND LEADERSHIP

OBSERVATIONS:

- The governance of the institution is done keeping the mission and vision of the college in perspective.
- The college has a mechanism for delegating authority and providing operational autonomy to various functionaries, thus bringing about decentralization and participative management.
- Almost all activities of the college are done through strategic planning.
- The institution has implemented various ICT methodologies in the teaching – learning module.
- The Governing Body is the highest authority and policy making body in the college. The Principal is the Secretary of the Governing Body.
- The college is administered by the Principal along with the various committees and cells.
- E-governance has been implemented in all areas of operation – viz administration, finance and accounts, admission and support and examination.
- The institution provides various welfare measures for its teaching and non- teaching staff.
- 4 full-time teachers participated in online/face to face FDPs, FIPs orientation programs, Refreshers Course, Short Term Course etc. during the year.
- The institution conducts external audits and internal audits in certain specific areas such as the salary disbursed to the SACTs is done.
- For RUSA grants, all the spendings and its accounts happened through the PFMS portal.
- Funds are generated from collection of students fees, acting as a center of RBU-DDE and NSOU, and hosting competitive examinations of external agencies. Salary grants are received from the State Government.
- The college has institutionalized two practices, as a result of IQAC's quality enhancement initiative- they are incorporation of ICT in teaching learning method and Students' Extension activities like Seminars/Webinar/ Workshops etc.
- The institution reviews its teaching learning process, structures and methodologies of operations and learning outcomes at periodic intervals through IQAC.
- The institution conducts regular IQAC meetings.
- The institution has undertaken a number steps to increase collaborative activities of the college with other institutions.
- The college regularly submits its AQAR within due deadlines.

RECOMMENDATIONS:

- The college is suggested for ISO certification.
- The college is suggested for participation in NIRF
- More number of teachers should participate in FDPs, FIPs orientation programs, Refresher Courses and Short-term Courses.
- The college should make effort for resource mobilization from Govt. and non- Govt. agencies.
- Tie-up with nearby hospital is suggested for the benefit of the employees and students.
- Collaborative tie-ups with industries should be more vibrant. Industry people should be engaged frequently to present their views in seminars and talks to make the students aware about the current trends in industry.

CRITERIA VII: INNOVATION AND BEST PRACTICES

OBSERVATIONS:

- The college has a Women Cell and Grievance Redressal Cell to create awareness among students and also address to any grievances.

- Gender Audit and Energy Audit was conducted for the last five years.

- For safety and security of the campus it has been put under CCTV surveillance24X7.There are two (2) security Guards have been appointed to control the traffic at the college gate.

- A lady sweeper has been appointed for girl's toilets cleaning.

- All students are issued ID Cards.

- There are separate common rooms for the Boys and Girls students.

- The institution has Solar Energy as an alternate source of energy.

- The institution uses LED lights for controlling energy consumption.

- The college has facilities of solid waste management, liquid waste management, e-waste management, waste recycling system and management of hazardous chemicals.

- The college has pedestrian friendly pathways and also has landscaping with trees and plants.

- The college has Ramp for physically-challenged students

- The college regularly plants trees and medicinal plants in the campus.

- The institution has conducted Green Audit, and Energy Audit during the last five years.

- The college has received recognition for a clean and green campus.

- The institute also organized beyond campus environment promotion activities.

- The institution has taken up some initiatives to create a disabled-friendly, barrier free environment. There is ramp which provides barrier free movement for the disabled individuals.

- The code of conduct is displayed on the college website. There is a committee to monitor the adherence to the code of conduct.

- The institution celebrates national and international commemorator days and events and festivals.

- The institution has successfully implemented green practices in the college to create awareness about our environment among the students.

- The college has undertaken a number of community service initiatives and social awareness programmes during the last five year.

- The college has organized seminars on gender equality.

- The NSS is found to be very active in the college.

RECOMMENDATIONS:

- The college has taken initiatives to install rain water harvesting system.

- Green vehicles like Electric Toto, Electric bicycle could be used in and outside the campus for short distance travel which will create awareness in the neighborhood village area.

- Some awareness campaign in and outside the campus on sustainable energy is suggested for mass awareness.

- Motion sensors should be installed

- Resources should be allotted to make the Campus Divyangjan - friendly.

- Provision should be made for installing elevators in the college. Initiatives should be taken to create special skill development for the students who are physically challenged.

SIGNATURE OF AUDITORS:

INTERNAL MEMBERS

Dr. Debasmita Bondyopadhyaya -

Dr. Rakhee Das Biswas -

Dr. Sujit Ghosh -

Dr. Meghlal Mallik - M.Mallik .

Dr. Nilima Moktan -

Dr. Kamala Rani Bhattacharya -

Dr. Priyanjalee Banerjee -

PRINCIPAL
KALIYAGANJ COLLEGE

EXTERNAL MEMBERS

Dr. P. K. Das, Principal, Kaliyaganj College-

Dr. P. K. Mandal, Former Principal, Raiganj University College-

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