

P. R. THAKUR GOVERNMENT COLLEGE



INTERNAL ACADEMIC AUDIT REPORT

For the Period: 2018-2019

Conducted by

Internal Quality Assurance Cell (IQAC)

P. R. Thakur Government College

Thakurnagar, North 24 Parganas

Auditor's Certificate



This is to certify that the present internal audit exercise was conducted by way of physical inspection, verification of documents and interviews with teachers and students of the College.

VKa

Auditor

P. R. Thakur Govt. College
Thakurnagar





Officer-in-Charge
P.R. THAKUR GOVT. COLLEGE
Thakurnagar

An Internal Academic Audit is essential for driving academic excellence in higher education institutions. It serves as a vital component for improving quality across these institutions. Following the IQAC meeting's decision, a dedicated Internal Academic Audit team, consisting of IQAC members, has been formed to conduct a thorough review of all college departments during the specified timeframe. This audit will concentrate on collecting evidence-based information about the quality of academic programs by evaluating aspects such as curriculum, teaching methods, learning strategies, faculty credentials, and student profiles. The objective of this Academic Audit is to promote a culture of continuous assessment and enhancement, ensuring that best practices are consistently maintained in academic programs.

Academic Audit Team:

Following are the details of academic audit committee which was formed in the academic year 2018-19:

A) The Internal members:

1. Gour Gopal Ray, Associate Professor of Mathematics 
2. Banani Barman, Associate Professor of Philosophy 
3. Pratyay Banerjee, Assistant Professor of Physics 
4. Tarak Majumder, Assistant Professor of Sanskrit 

B) The External member:

1. Dr. Hare Krishna Mandal, Principal, Gobardanga Hindu College, North 24 Parganas, West Bengal
2. Dr. Biswajit Ghosh, Principal, Dinabandhu Mahavidyalaya, Bongaon.

Objectives: The Objective of the Academic Audit are:

1. To bring every department to external scrutiny.
2. To update the teaching, learning, evaluation methods and extra curricular activities.
3. To make suggestions for improvement to the Departments for necessary changes.
4. To achieve the goal of updated curriculum and revised learning and evaluation methods. (UGC and National Curriculum)

Audit Date:

The Internal Academic Audit was conducted in April ,2019



Dr. Biswajit Ghosh
Principal / Secretary
DINABANDHU MAHAVIDYALAYA
Bongaon, 24Pgs(N)



Principal
Gobardanga Hindu College
North 24 Parganas



Methodology:

The auditors visited the Departments, including the Library and interacted with the Departmental Heads, teachers and the Librarian. After close examination of the information sheets furnished by the departments, priorities of the audit are determined. Detailed discussions with the faculty of the department about all aspects of academics and other allied activities are made. All the records are examined to find out the strength and weakness. Facilities showcasing the teachers' and students' activities like Wall Magazine, Seminar Bulletins, Annual Reports and Activities Albums are accessed and duly analysed to evaluate the quality of teaching learning. The Internal Academic Audit was conducted on the basis of the following criteria:

1. Curriculum Transaction and Teaching-Learning-Evaluation
2. Faculty Profile
3. Infrastructure
4. Library
5. Departmental Profile

1. Curriculum Transaction and Teaching-Learning-Evaluation:

Audit Observations:

1. After discussing with the teachers and students of the Departments, it was discovered that all Departments consistently engage in teaching-learning activities and continuous internal assessment. The Departments strictly follow the University's Academic Calendar and develop a lesson plan at the beginning of each Semester to ensure effective curriculum delivery.
2. Departmental meetings are convened regularly to discuss updates in the course structure and to allocate the University-prescribed syllabus among faculty members.
3. In the First Semester, undergraduate students from various departments have submitted project reports for the Environmental Studies course. Additionally, students majoring in Geography and Zoology have submitted project reports based on field studies throughout their semesters.
4. The College has 5 ICT-enabled classrooms, but most Departments predominantly use the chalk-and-talk method for teaching.
5. The Departments regularly employ continuous internal assessment to evaluate students' understanding of specific subjects through examinations, assignments, project works, and seminar presentation.
6. Regular Parent-Teachers' meeting has been conducted by each of the Departments.
7. Regular feedbacks are obtained from the various stakeholders, especially from the students that are then analyzed and utilized for further improvement and development of curriculum implementation.
8. IQAC evaluates the feedback data and conduct meetings to take decision how to improve the short comings and reach toward the betterment of the progress of students as well as Institute.
9. Special, Tutorial, Remedial classes are arranged for slow learners by few departments. College also takes initiatives to conduct counselling of students to reduce drop-outs.

Audit Recommendations:

1. Remedial classes for academically weaker students should be conducted regularly, with a designated time slot included in the central timetable for these sessions.
2. The Departments should regularly organize seminars, debates, quizzes, and mock teaching sessions for academically advanced students.
3. Teachers should build a Question Bank and upload the same on the college website.
4. The college should offer regular training sessions for faculty members to adopt innovative and student-centric teaching methods.
5. Teachers should be encouraged to develop e-content for effective teaching. The college should offer technical support and ensure quality assurance throughout the e-content development process. The e-content should align with learning outcomes, assessment criteria, and accreditation standards, and it should be regularly revised and updated.
6. The Humanities Departments in particular, should be encouraged to use the ICT facilities, so that the students and teachers can easily adapt themselves to the innovative modes of teaching.
7. All Departments should conduct Parent-Teacher meetings more frequently in order to identify and address the challenges encountered in the teaching-learning process.
8. The college should introduce feedback from parents, teachers and office staff.

2. Faculty Profile:

Audit Observations:

1. Three ongoing Research Project has been reported. Faculty members of Chemistry, Zoology and Microbiology are involved in this project as investigators.
2. In the 2018-19 academic session, faculty members have published 26 research-based papers and book chapters.
3. A total of 4 faculty members have attended Orientation / Refresher Courses during the academic session 2018-19.
4. Faculty members of this institute prepare e-learning materials and contents for the academic progress of students.
5. A total of 2 faculty members have acted as resource persons in different academic programmes during the academic session 2018-19.
6. The college actively encourages and supports faculty members to engage in professional development programs including workshops, seminars, conferences, and online courses aimed at curriculum development and enrichment. This initiative aims to enhance both teacher quality and teaching standards.

Audit Recommendation:

1. More teachers should be encouraged to pursue research at the M.Phil. and doctoral levels. The college should explore and provide adequate and advanced research facilities and resources, including laboratories, equipment, library access, journals, databases, and funding opportunities
2. The faculty members should also be encouraged to attend different faculty development programmes time to time.

3. Infrastructure:

Audit Observations:

1. At present the college has 23 class rooms. Few departments having dearth of class rooms, thus putting constraint to all classes being held in terms of the central time table. Though, departments are using library, laboratory, and seminar hall for taking their regular classes.
2. There are 8 laboratories for different science departments for conducting practical classes smoothly. There is shortage of laboratory spaces in the department of Zoology, Microbiology, Physiology, Geography and Chemistry.
3. A total of 80 desktop computer are available in the college. Of which 50 computers are assigned to students and 20 are reserved for the faculty members.
4. The Science Departments of the College have a total of 3013 instruments, catering to the need of students.
5. All the Departments are well-equipped with high-speed (more than 100 mbps) internet and wi-fi facilities.

Audit Recommendation:

1. The College authority should look into the matter concerning the dearth of class room in the college and special attention should be paid for construction of sanctioned Science building.
2. The College should equip more classrooms with adequate ICT facilities and resources to facilitate the use of multimedia, online platforms, and interactive tools in teaching-learning.

3. The College should look into the matter to increase the number of computers and digital projectors for the interest of faculty members and students.

4. Library:

Audit Observations:

1. In the 2018-19 academic session, a total of 364 books have been purchased and Rs. 83423.00 has been expended for the said purpose.
2. The library has continued the annual subscription (Rs. 5,900/-) of NLIST.
3. Library lacks the automation facility with library management software.
4. There is no librarian in the college library.
5. The library has computer with internet facility for accessing electronic resources for teaching and learning, and research purpose.
6. The library has a very good and well-ventilated reading area for both teachers and students.

Audit Recommendations:

1. The library committee should take resolution about the purchase of more new books and journals.
2. The GB of P. R. Thakur Govt. College may take decision about the obsolete, damaged and unused books to be disposed by adopting the weed-out policy.
3. College may start Community Library Service for the local society/ neighbours for at least once in a week. For that a separate attendance and membership forms should be maintained.
4. The library may maintain newspaper clippings of the news related to college by cutting and pasting the relevant news in a register.
5. Library should create an online repository for eBooks, journals, study materials etc.

ACADEMIC AUDIT REPORT

Department: English (UG)

Academic Year: 2018-2019

- | | | |
|---|----------------------------|----------------------------------|
| 1. Intake Capacity: 39 | Application Received: 230 | Demand Ratio: 1:5.9 |
| 2. Number of Students: | | |
| UG Sem-I/II: 37 | UG Part-II:26 | UG Part-III:19 |
| | | Total: 82 |
| 3. Number of Sanction Teaching Post: 4 | | |
| 4. Number of Teachers: 1 | | |
| (i) Professor: 0 | (ii) Associate Professor:0 | (iii) Assistant Professor: 1 |
| 5. Student-Teacher Ratio: 82 students/ Teacher | | |
| 6. Number of Dropout Students:5 | | Average: 1.2 Students/Semester |
| UG Sem-I: 1 | UG Sem-II:3 | |
| UG 2 nd Year:0 | UG 3 rd Year:1 | |
| 7. Result: | | |
| Number of final year students with 1 st Class > 60%: 0 out of 11 | | Percentage: 0% |
| 8. Number of Students Received Financial Assistance: | | |
| (i) Scholarship: 55 | (ii) Half/Full Free: 0 | (iii) Total:55 out of 82 (67.1%) |
| 9. Number of Publication by Teachers: | | |
| (i) Number of Journal/article Published: 2 | | (ii) Number of book Published:2 |
| 10. Number of Wall Magazine: 0 | | |
| 11. Number of Students Taking Higher Studies: 0 | | |

Strengths of the Department:

- a) Academic performance of the students is excellent.
- b) Dropout rate is negligible.
- c) Most of the students received financial assistance.
- d) Department has a seminar library of its own.
- e) Faculty members of the departments are highly qualified and possess Ph. D. Degree.
- f) Students are encouraged to interact with the faculties. This direct contact with the teachers is an attraction for the students of all sections.
- g) Students organize and participate in different cultural programmes in the college.
- h) Faculty members are pursuing quality research and they have published many books.

Weakness of the Department:

- a) The student-Teacher ratio is poor in the department.
- b) The number of teachers is less as per the sanctioned post.
- c) The attendance of the students is very satisfactory in most of cases.
- d) Department needs digital facilities for teaching learning process.
- e) There is shortage of class rooms in the department.

Signature:

G. Ray
P. B. S.
D. S.
P. B.

ACADEMIC AUDIT REPORT

Department: Sociology (UG)

Academic Year: 2018-2019

- | | | |
|---|--|---|
| 1. Intake Capacity: 29 | Application Received: 17 | Demand Ratio: 1:0.6 |
| 2. Number of Students:
UG Sem-I/II: 12 | UG Part-II:7 | UG Part-III:0
Total: 19 |
| 3. Number of Sanction Teaching Post: 3 | | |
| 4. Number of Teachers: 2
(i) Professor: 0 | (ii) Associate Professor:0 | (iii) Assistant Professor: 2 |
| 5. Student-Teacher Ratio: 10 students/ Teacher | | |
| 6. Number of Dropout Students:3
UG Sem-I: 1 | UG Sem-II:2
UG 2 nd Year:0 | Average: 0.8 Students/Semester
UG 3 rd Year: NA |
| 7. Result:
Number of final year students with 1 st Class > 60%: NA | | |
| 8. Number of Students Received Financial Assistance:
(i) Scholarship: 10 | (ii) Half/Full Free: 0 | (iii) Total: 10 out of 19 (52.6%) |
| 9. Number of Publication by Teachers:
(i) Number of Journal/article Published: 0 | | (ii) Number of book Published:0 |
| 10. Number of Wall Magazine: 0 | | |
| 11. Number of Students Taking Higher Studies: 0 | | |

Strengths of the Department:

- a) The student-Teacher ratio is very good in the department.
- b) Academic performance of the students is good.
- c) A good number of the students received financial assistance.
- d) Faculty members of the departments are highly qualified and most of them possess Ph. D. Degree.
- e) Students are encouraged to interact with the faculties. This direct contact with the teachers is an attraction for the students of all sections.

Weakness of the Department:

- a) The status of research publication is not upto the mark.
- b) Very less number of students are taking admission which is a matter of concern.
- c) The attendance of the students is very satisfactory in most of cases.
- d) Department need digital facilities like ICT for teaching learning process.
- e) There is shortage class room in the department.
- f) Dropout rate is little high.

Signature:

G Ray
P. B.

ACADEMIC AUDIT REPORT

Department: Mathematics (UG)

Academic Year: 2018-2019

Demand Ratio: 1:7.4

1. Intake Capacity: 20
2. Number of Students:
UG Sem-I/II: 15 UG Part-II:16 UG Part-III:4 Total: 35
3. Number of Sanction Teaching Post: 5
4. Number of Teachers: 2
(i) Professor: 0 (ii) Associate Professor:1 (iii) Assistant Professor: 1
5. Student-Teacher Ratio: 18 students/ Teacher
6. Number of Dropout Students:15 Average:3.8 Students/Semester
UG Sem-I: 5 UG Sem-II:7
UG 2nd Year:2 UG 3rd Year:1
7. Result:
Number of final year students with 1st Class > 60%: 0 out of 2 Percentage: 0%
8. Number of Students Received Financial Assistance:
(i) Scholarship: 18 (ii) Half/Full Free: 0 (iii) Total: 18 out of 35 (51.4%)
9. Number of Publication by Teachers:
(i) Number of Journal/article Published: 1 (ii) Number of book Published:0
10. Number of Wall Magazine: 0
11. Number of Students Taking Higher Studies: 0

Strengths of the Department:

- a) The student-Teacher ratio is very good in the department.
- b) Academic performance of the students is excellent.
- c) Dropout rate is negligible.
- d) A good number of the students received financial assistance.
- e) Department has a seminar library of its own.
- f) Faculty members of the departments are highly qualified and possess Ph. D. Degree.
- g) Students are encouraged to interact with the faculties. This direct contact with the teachers is an attraction for the students of all section.
- h) Faculty members are perusing quality research and they have published many research paper and books.
- i) The department has a computer laboratory for practical purposes.

Weakness of the Department:

- a) Very less number of students are taking admission which is a matter of concern.
- b) The attendance of the students is satisfactory in most of cases.
- c) Department need digital facilities like ICT for teaching learning process.

Signature:

S. Ray
P. B.
P. B.

ACADEMIC AUDIT REPORT

Department: Physics (UG)

Academic Year: 2018-2019

- | | | |
|---|------------------------------------|--|
| 1. Intake Capacity: 25 | Application Received: 17 | Demand Ratio: 1:0.7 |
| 2. Number of Students:
UG Sem-I/II: 10 | UG Part-II: 10 | UG Part-III: 4 Total: 24 |
| 3. Number of Sanction Teaching Post: 5 | | |
| 4. Number of Teachers: 3
(i) Professor: 0 | (ii) Associate Professor: 1 | (iii) Assistant Professor: 2 |
| 5. Student-Teacher Ratio: 8 students/ Teacher | | |
| 6. Number of Dropout Students: 6
UG Sem-I: 3 | UG Sem-II: 3 | Average: 1.5 Students/Semester |
| UG 2 nd Year: 0 | UG 3 rd Year: 0 | |
| 7. Result:
Number of final year students with 1 st Class > 60%: 2 out of 3 | | Percentage: 66.7% |
| 8. Number of Students Received Financial Assistance:
(i) Scholarship: 10 | (ii) Half/Full Free: 0 | (iii) Total: 10 out of 24 (41.7%) |
| 9. Number of Publication by Teachers:
(i) Number of Journal/article Published: 0 | | (ii) Number of book Published: 0 |
| 10. Number of Wall Magazine: 0 | | |
| 11. Number of Students Taking Higher Studies: 3 | | |

Strengths of the Department:

- a) The student-Teacher ratio is very good in the department.
- b) Academic performance of the students is also very good.
- c) Dropout rate is negligible.
- d) A good number of the students received financial assistance.
- e) Department has a seminar library of its own.
- f) Faculty members of the departments are highly qualified and most of them possess Ph. D. Degree.
- g) Students are encouraged to interact with the faculties. This direct contact with the teachers is an attraction for these students of all sections.
- h) Faculty members are perusing quality research and research paper.
- i) The department has a computer laboratory for practical purposes.

Weakness of the Department:

- a) The status of research publication is not upto the mark.
- b) Very less number of students are taking admission which is a matter of concern.
- c) The attendance of the students is very satisfactory in most of cases.
- d) Department need digital facilities like ICT for teaching learning process.
- e) There is shortage class room in the department.

Signature:

G. Ray
P. Banerjee

Rajendra
P.B.

