

# **P. R. THAKUR GOVERNMENT COLLEGE**



## **INTERNAL ACADEMIC AUDIT REPORT** **For the Period: 2019-2020**

**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.

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**Auditor**  
P. R. Thakur Govt. College  
Thakurnagar

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

An Internal Academic Audit is crucial for advancing academic excellence in higher education institutions, acting as a key tool for quality enhancement. Following the decision made in the IQAC meeting, a specialized Internal Academic Audit team, consisting of IQAC members, has been formed to carry out a thorough review of all college departments within the designated period. This audit will gather evidence-based data on academic program quality by assessing various aspects such as curriculum, teaching methods, learning strategies, faculty qualifications, and student demographics. The primary aim of this Academic Audit is to cultivate a culture of ongoing evaluation and improvement, ensuring the consistent application of best practices in academic programs.

### Academic Audit Team:

Following are the details of academic audit committee which was formed in the academic year 2019-20:

#### A) The Internal members:

1. Gour Gopal Ray, Associate Professor of Mathematics
2. Banani Barman, Associate Professor of Philosophy
3. Chitta Sen Pramanik, Assistant Professor of History
4. Niloy Das, Assistant Professor of Chemistry

*G Ray*  
*B Barman*  
*Chitta Sen*

*Niloy Das*

#### 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 May, 2020

*Biswajit Ghosh*  
*15/5/20*

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



*[Signature]*  
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. All departments actively engage in teaching and learning activities, as well as ongoing internal assessments.
2. Departments adhere strictly to the University's Academic Calendar and create lesson plans at the start of each semester to ensure effective curriculum delivery.
3. Regular departmental meetings are held to review updates in course structures and assign the University-prescribed syllabus to faculty members.
4. In the First Semester, students have completed and submitted project reports for the Environmental Studies course.
5. The college has 5 ICT-enabled classrooms, though most departments continue to primarily use traditional chalk-and-talk methods for instruction.
6. Continuous internal assessments are regularly used by departments to gauge students' understanding through exams, assignments, projects, and seminar presentations.
7. Each department conducts regular Parent-Teacher meetings.
8. Feedback is systematically collected from various stakeholders, especially students, and is analyzed to drive improvements in curriculum implementation.
9. The IQAC reviews feedback data and organizes meetings to address shortcomings and enhance both student progress and institutional development.
10. Some departments offer special tutorial and remedial classes for slower learners, and the college also provides counseling initiatives to help reduce student drop-out rates.

## **Audit Recommendations:**

1. Remedial classes for academically struggling students should be scheduled regularly, with dedicated time slots allocated in the central timetable.
2. Departments should consistently organize seminars, debates, quizzes, and mock teaching sessions for students who are academically advanced.
3. Teachers should compile a Question Bank and make it available on the college website.
4. The college should provide regular training sessions for faculty members to integrate innovative and student-centered teaching methods.
5. Teachers should be encouraged to create e-content for more effective teaching. The college should offer technical support and maintain quality assurance throughout the e-content development process. This content should align with learning outcomes, assessment criteria, and accreditation standards, and be updated regularly.
6. Humanities Departments, in particular, should be motivated to utilize ICT facilities to help both students and teachers adapt to modern teaching methods.
7. All departments should increase the frequency of Parent-Teacher meetings to better identify and address challenges in the teaching-learning process.
8. The college should implement a feedback system that includes input from parents, teachers, and office staff.

## **2. Faculty Profile:**

### **Audit Observations:**

1. Three research projects are currently underway, with faculty members from the Chemistry, Zoology, and Microbiology departments serving as investigators.
2. During the 2019-20 academic session, faculty members published a total of 12 research papers and book chapters.
3. Eight faculty members participated in Orientation and Refresher Courses during the 2019-20 academic session.
4. Faculty members are engaged in creating e-learning materials and content to support the academic progress of students.
5. Seven faculty members served as resource persons in various academic programs throughout the 2019-20 academic session.
6. The college actively promotes and supports faculty involvement in professional development programs, including workshops, seminars, conferences, and online courses, to foster curriculum development and enrichment. This effort is aimed at improving both teaching quality and 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 6229 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. There is no designated librarian in the college library. Moreover, library needs more support staff for better management of the library.
2. In the 2019-20 academic session, a total of 219 books have been purchased and Rs. 73358.00 has been expended for the said purpose.
3. The library has continued the annual subscription (Rs. 5,900/-) of NLIST.
4. Library has no automation facility with library management software.
5. No Barcode enabled circulation of books is available in the library.
6. The library has computer with internet facility for accessing electronic resources for teaching and learning, and research purpose.
7. The library has a very good and well-ventilated reading area for both teachers and students.

#### **Audit Recommendations:**

1. College authority needs to take immediate steps to fill up the post of college librarian.
2. College authority needs to take appropriate steps for introduction of library automation facility.
3. The library committee should take resolution about the purchase of more new books and journals.
4. 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.
5. ILL (Inter Library Loan) can be initiated by the P. R. Thakur Govt. College with other college libraries for Resource Sharing and for that MoU may be signed with interested college libraries of the district/state/country.
6. The library may maintain newspaper clippings of the news related to college by cutting and pasting the relevant news in a register.
7. Library should create an online repository for eBooks, journals, study materials etc.

## 5. Departmental Profile:

### ACADEMIC AUDIT REPORT

Department: Bengali (UG)

Academic Year: 2019-2020

1. Intake Capacity: **39** Application Received: **92** Demand Ratio: **1:2.4**
2. Number of Students:  
UG Sem-I/II: **29** UG Sem-III/IV: **26** UG Part-III: **24** Total: **79**
3. Number of Sanction Teaching Post: **4**
4. Number of Teachers: **2**  
(i) Professor: **0** (ii) Associate Professor: **0** (iii) Assistant Professor: **2**
5. Student-Teacher Ratio: **40 students/ Teacher**
6. Number of Dropout Students: **8** Average: **1.6 Students/Semester**  
UG Sem-I: **1** UG Sem-II: **3** UG Sem-III: **2**  
UG Sem-IV: **1** UG 3<sup>rd</sup> Year: **1**
7. Result:  
Number of final year students with 1<sup>st</sup> Class > 60%: **16** out of **23** Percentage: **69.5%**
8. Number of Students Received Financial Assistance:  
(i) Scholarship: **60** (ii) Half/Full Free: **0** (iii) Total: **60** out of **79 (75.9%)**
9. Number of Publication by Teachers:  
(i) Number of Journal/article Published: **0** (ii) Number of book Published: **1**
10. Number of Wall Magazine: **1**
11. Number of Students Taking Higher Studies: **1**

#### **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) Teacher student ratio is good.
- f) Faculty members of the departments are highly qualified and possess Ph. D. Degree.
- g) A positive interactive environment among teachers and students is present.

#### **Weakness of the Department:**

- a) The number of teachers is less as per the sanctioned post.
- b) The research publication the department is not up the mark.
- c) There is no provision of language lab in the Department.
- d) There is shortage class room in the department.
- e) The attendance of the students is very satisfactory in most of cases. But few students are financially very weak and compelled to part time jobs for livelihood. So, their attendance is poor.
- f) Department need digital facilities for teaching learning process.
- g) The status of research publication is not upto the mark.

**Signature:**

*G. Ray*

*[Signature]*

*B. B. B. B.*

*[Signature]*























