

ACADEMIC AND ADMINISTRATIVE AUDIT(2020-21)

P.N. DAS COLLEGE,SANTINAGAR , PALTA

AFFILIATED TO: WEST BENGAL STATE UNIVERSITY

PRINCIPAL: DR. SHARMILA DE

DATE OF VISIT: 18 TH NOVEMBER 2021

MEMBERS: DR. URMILA UKIL, PRINCIPAL, SAROJINI NAIDU COLLEGE

DR. HARE KRISHNA MANDAL, PRINCIPAL, GOBARDANGA HINDU COLLEGE

DR. KINJALKINI BISWAS, PRINCIPAL, MURALIDHAR GIRLS' COLLEGE

GENERAL INFORMATION: P.N. DAS COLLEGE was established in 1962, affiliated to Calcutta University from the academic session 1962-63. Presently it is affiliated to West Bengal State University. The college offers BA (Honours) courses in Bengali, English, History, Political Science, Geography and Education; a BSc (Honours) course in Geography; BCom (Honours); it also offers BA (General) , B. Com (General) and BSc (General) courses. The curriculum is set by the WBSU, and the college has been following the CBCS curriculum and syllabi since the academic year 2018-2019.

The college is located on 4.2 acres of land; is well-looked-after and there is a considerable amount of greenery on campus. There are 20 classrooms and with the expansion of Science Building, which is in progress, the number of classrooms may increase by 6. The college has five buildings and a separate hostel for female students. Most of the buildings are in relatively good condition. Facilities available at the college include smart classrooms, a well-equipped library, laboratories, well-maintained grounds, and a garden. The college has taken considerable effort to use Information and Communication Technology (ICT) and most of the day-to-day record-keeping is computerized. The college library uses the open-source Koha Cloud Platform, and the college website is well-designed and easy to navigate. Teachers have been using ICT from the academic session 2017-18 and the IQAC arranges regular retraining programmes for technical upgradation of teachers. All records of the IQAC, Departments are stored digitally. A video recording facility has been set up to enhance the quality of video lectures.

There are 18 sanctioned teaching posts, 16 State Aided college Teachers and a Librarian. Teachers are qualified, motivated, innovative, and enthusiastic, and dedicated to the college and its students. There are 16 sanctioned non-teaching posts in the college, 11 of which is filled up .

Students are active in extra- and co-curricular activities, and many have been doing well at university level examinations, especially in the last ten years. The college has made arrangements for remedial classes, especially for slow learners and those from disadvantaged backgrounds.

Mentoring of students is in place. Feedback form is available on the college website, is collected from stakeholders, analysed and communicated. Annual Academic and Administrative Audit is conducted by the IQAC. Academic and Administrative Audit by Peer Team recommended by the affiliating University was conducted for the academic session 2018-19. Annual Green Audit is in conducted.

Departments placed the Academic Report for the Academic Session 2020-21 in the prescribed format. All records have been stored digitally, e monitor is maintained by the departments to monitor academic adherence.

The college arranged for an 8 week online "Entry in Services Coaching" and two Certificate courses in the last academic session. In addition various awareness programmes have been arranged during the lockdown period . Students have been involved in various online activities by the Departments.

OVERALL ANALYSIS

Strengths

- (a) Qualified, motivated, and dedicated teachers and non-teaching staff members.
- (b) Dynamic website, all activities posted on the website with report.
- (c) A very strong and active IQAC
- (d) Imparts higher education to a group of students of which a significant number constitutes first generation learners
- (e) Strives to motivate students to pursue studies by providing them with excellent knowledge resources and by exposing them to up-to-date teaching methods and materials;
- (f) Has several smart classrooms, playground , auditorium and a seminar hall;
- (g) Provides seed money to promote research
- (h) Well-equipped library with a trained and dedicated Librarian;
- (i) Committed to use of ICT in all aspects of the college's functioning.
- (j) The college has "adopted" an orphanage (Shishu Bhawan) and is actively engaged in conducting activities for the welfare of the children residing there, demonstrating the college's commitment to serve the local community.
- (k) Publication in UGC Care journals by a few departments

Weaknesses

- (a) Not running research projects, especially Major Research Projects.
- (b) Communication is relatively poor
- (c) Number of sanctioned teaching posts low
- (d) Alumni Association not registered and alumni activities need to be strengthened.

Opportunities

- (a) Funds from various State and Central schemes may improve infrastructure and teaching facilities.
- (b) Tap alumni to generate resources and assist in placements, remedial classes, vocational training.
- (c) Tie up with other bodies, such as NGOs or corporates (including local businesses), to provide training and employment opportunities for students.
- (d) Apply for funding under various schemes to carry out research
- (e) RFID technology may be introduced in the library

Challenges

- (a) To get the State government to sanction some new teaching posts.
- (b) To build on the progress already made and improve NAAC grade.
- (c) Participate in the NIRF, if the college's faculty and management so decide.
- (d) To contribute more, and more directly, to its immediate locality, in terms of increasing outreach activities involving other educational institutions in the area.

Kinjalkini Biswas

18.11.21.

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18/11/2021
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Palta, Bengal Enamel, N. 24 Pgs