

ACADEMIC AUDIT REPORT

2019-2020



CHAKDAHA COLLEGE
(Affiliated to University of Kalyani)
RABINDRANAGAR, P.O. CHAKDAHA
DIST. NADIA, PIN-741222
West Bengal

Committee Members of the Academic Audit (2019-2020)

Dr. Bimalendu Biswas	Controller of Examinations University of Kalyani, Kalyani, Nadia External Member
Dr. Sukdeb Ghosh	Principal Srikrishna College, Bagula, Nadia External Member
Smt. Mita Paul	Deputy Lecturer-in-Charge JRSET College of Law, Nadia External Member
Dr. Swagata DasMohanta	Principal and Secretary G.B. Chakdaha College Internal Member
Dr. Arun Kumar Nandi	Associate Professor in Economics IQAC Coordinator, Chakdaha College Internal Member
Dr. Paritosh Biswas	Associate Professor in Chemistry Member G.B. Internal Member
Smt. Madhumita Das	Associate Professor in English Coordinator, Academic Sub-Committee Internal Member

Preliminary Information about Chakdaha College

Name and Address of the College	CHAKDAHA COLLEGE, Rabindranagar, P.O. & P.S. Chakdaha, Dist. Nadia, PIN- 741222
Date of Establishment	21.11.1972
Affiliating University	University of Kalyani, Kalyani, Nadia Approval Letter No.: 19M-1/72 dated 31.05.1973 & S-320 dated 13.03.1978
Recognized by UGC 2(f) & 12(B)	Yes; Approval Letter No.: F.B-32(a)/80(CP) dated 21.07.1981 & F.1-1/2016(CPP-I/C) dated 30.12.2016
Is it a Minority College?	No
Type of College	Co-education College
Financial status	Grant-in-aid
AISHE Code	C-7057
Date of Establishment of IQAC	27.06.2014
Total Intake Capacity (2019-2020) in 1 st Sem.	2947
Total number of students admitted in 1 st Sem.	2767
Total number of Teachers (including SACT)	103
Total number of Non-Teaching Staff	36
Accreditation Status by NAAC	B ⁺ (CGPA 2.55) in 2 nd Cycle, December 2016
No. of U.G. Programmes (Hons.)	Fourteen (14)
No. of U.G. Programmes (Programme)	Three (03)
Name of the G.B. President	Sri Dipak Chakraborty
Name of the Principal	Dr. Swagata DasMohanta
IQAC Coordinator	Dr. A. K. Nandi
College Website	www.chakdahacollege.ac.in
College E-mail	chakdahacollege1972@gmail.com

1.	Academic Years for which Academic Audit is Conducted	2019-2020
2.	Documents submitted from the Departments, Library and Office for the Academic Audit	<p>The academic proceedings of the College for the period 2019-2020 have been received from the various departments, library and college office.</p> <p>These include:</p> <ul style="list-style-type: none"> *Institutional Data *Departmental Profile *TS and NTS staff profile *Report of Academic and other sub-committees *UGC and other grants received *Library Books & usage *Journal published by the College
3.	Day & Date of Visit of the Audit Team	27.11.2021
4.	Mechanism of the Academic Audit	<p>The Academic Audit has been well planned and scheduled with the following points:</p> <ul style="list-style-type: none"> *Presentation by the Principal *Presentation by the IQAC Coordinator *Departmental Presentation *Document verification *Interaction with the Students and Staff *Visit to the Departments, Laboratory, Library, Office and other Sections
5.	Audit Out come	Our observation are noted based on the given College records and actual verification and proper suggestions are given

Our Observations

Due to Covid-19 pandemic the offline Academic Activities had to be stopped three months prior to the closure of 2019-2020 Academic Session, but the College authority took all necessary steps to carry out the regular Academic activities through online mode for these period of time.

After all the presentations, actual visits and documents verification the observations relating to Academic matters are found as follows and given under seven point criteria:

Criteria-I: Curricular Aspects

- Chakdaha College has definite objectives for imparting Quality in Higher Education
- Chakdaha College is affiliated to the University of Kalyani and thus it has almost no scope for framing the curricula. Though some of the faculty members are engaged as the Member of Board of Studies (BoS) in different subjects and they take part in the BoS meeting for framing and revising the syllabus as per the guidelines of UGC and Department of Higher Education, Govt. of West Bengal.
- The Semester-wise Choice Based Credit System (CBCS) has been successfully implemented and running in the College
- In 2019-20 session, the College has offered 14 Honours Courses and 03 Programme Courses. The variety of subject combinations is quiet good.
- Tentative Academic Calendar (2019-2020) which contains the list of holidays, the tentative time spans for examinations and dates for various other events of the college, has been published at the beginning of the Session and displayed in the College website.
- Routine Sub-Committee has prepared the Class Routine and classes are conducted as per the time table. All the Teachers take their classes as per UGC guide lines. Though, some classes remain un-manned mainly because of lack of sanctioned full time teaching staff.
- Feedback from all the stakeholders are taken, properly analyzed and respective action is also taken accordingly.

Criteria-II: Teaching–Learning and Evaluation

- Total number of Teachers (including SACT): 103
- Number of Faculty members with Ph.D. as highest degree: 26
- Number of Actual Teaching Days:112 (Physical Mode) & 92 (Online Mode due to Covid-19) Total: 204 Days
- Induction/Orientation Programme has been organized for the newly admitted 1st Semester students
- The College has taken initiative for promoting use of ICT in Teaching-Learning Process
- The College has taken initiative for caring of slow learners
- Parent-Teacher meeting is also a regular practice of the College. As an outcome,the challenges are identified, evaluated and incorporated into subsequent planning.
- Motivate to use the library and online resources from different sources
- The library with its all-encompassing management system of KOHA acts as a supplement to the curriculum.
- Every students are to carry out a project work on Environmental Studies
- At the final semester, the students of Department of Chemistry, Botany, Commerce, Political Science, Zoology, Geography, History etc. have to carry out a project work/field work of their own on some specified topics.
- Excursion/Study Tours are also arranged by some departments
- Regular Class Tests, Viva-Voce, Extempore and Internal Examinations are taken as per College Routine. The final end-semester examinations were held as per the Schedule published by the concerned University.

Criteria-III: Research, Innovation and Extension

- There is provision of seed money for carrying out basic research work
- Faculty members are encouraged to publish their research work in Peer reviewed Journals of National and International Repute
- Teachers have already published 11 number of UGC Care research papers and 02 Number of Book Chapters in 2019-2020.

- Two of the Faculty members, Dr. Arun Kumar Nandi of Economics and Dr. Amit Kumar Chakraborty of Commerce are acting as a Research Guide
- During 2019-2020, 13 faculty members have participated in RC/OP/FDP.
- Almost all the faculty members have participated in different Webinars during May-June
- Hon'ble Principal madam and some of the faculty members have also acted as Resource Persons at different Seminars/Conferences.
- Teachers are encouraged to prepare the study materials for providing as e-contents to the students
- Various extension activities and outreach programmes are successfully organized by the Chakdaha College NSS and NCC units.

Criteria-IV: Infrastructure and Learning Resources

- The College has already received RUSA 2.0 grant under Component-9 for new construction, renovation, procurement and purchase of books etc. and under Component-11 for construction of Girls' Hostel.
- Five main buildings: Administrative Building, Arts Building, Science Building, Commerce Building and Central Library
- At present there are 35 number of class rooms, 12 laboratories, 02 Seminar Halls, 01 Girls' Common room, 01 Students' Union Room and 01 Canteen
- One Boys' Hostel for SC/ST students. Capacity: 14.
- The Vidyasagar Sabhakaksha (one of the Seminar Rooms) is well equipped with all modern technologies and also has Smart Class facility
- There is a computer laboratory with about 20 number of computer facility
- The College Library is partly automated and digitized with KOHA and OPAC facility
- Total Number of Text and Reference Books in the Library: 28972 (Text Books: 26571 + Reference Books: 2401)
- Almost all the science departments have been provided with Desktop/Laptop and Printer facility.
- Good number of Water purifier for drinking water facility

- The College provides a free of cost computer training to the willing students in its own Computer Centre. In addition to it, a MoU was signed in 1994 between Chakdaha College and NIELIT (formerly DOEACC Society) to run a Computer Centre in assistance with The Institute of Computer Engineers (India) inside the College premises, where the students of our College could complete different job oriented certificate courses at subsidized rate. The students having employment exchange card may avail a scholarship upto Rs. 2000.00.
- Xerox machines are also in running conditions
- CCTV surveillance at almost every strategic points for safety and security reasons

Criteria-V: Student Support and Progression

- A large number of students are benefitted with different scholarships from the different State Govt., Central Govt. and Private sources
- Most of the girl students get Kanyashree Fellowships
- The College authority also extends some contribution for students' free-ship for really meritorious but poor students
- Utmost care is taken by the College authority for individual students
- Students are given path guidance for their future prospective career options
- Career counseling cell also organizes many career oriented programmes
- Initiative has been taken for collaboration with George Telegraph Training Institute and British Council for skill based training programmes and Communicative English Courses
- Every information is notified in the college website, college facebook page and different WhatsApp groups
- Many of the students get chances for higher education

Criteria-VI: Governance, Leadership and Management

- Vision and Mission of the College has been clearly stated and displayed at College website. These are also reflected in the College Information Brochure (prospectus)
- The Governing Body is the apex decision and policy making body of the College. It is comprised of Teaching, Non-Teaching and Students' representative from the college and University and Government' Nominee. The Principal is the ex-officio Secretary of the G.B.
- Decentralized transparent administration headed by the Hon'ble Principal
- The Principal is providing the excellent leadership to the Institution
- Every financial decision are discussed in the finance sub-committee and forwarded to the G.B. for necessary approval
- IQAC is properly functioning
- All the Full Time Teachers (excluding SACT) are the members of Teachers' Council. One Teacher is elected as the Secretary and the Principal is the ex-officio Chairman of the T.C.
- There are several sub-committees under the Teachers' Council
- Minutes, proceedings and resolutions of all the meetings G.B., T.C. and other Sub-committee meetings are properly maintained.
- 100 point Roaster Register Book for TS and NTS are also properly maintained
- Students' data management system has been incorporated
- Ragging free is 100 % ensured
- ICC has been formed to keep watch on sexual harassment cases, if any
- Feedback from all stakeholders are properly collected, analyzed and redressed

Criteria-VII: Institutional Values and Best Practices

- There is A.J.C Bose poly house of so many herbal and medicinal plants to make the students and staff to be connected with the beauty of nature.
- The College campus is plastic free and it is a 'no smoking zone'
- The College regularly organizes different cultural programmes, sports, social function etc.

- Social and outreach activities of the College are done under one banner called ‘Chakdaha College Social Responsibility Discharge Platform’ (CCSRDP) and it helps the students of the College to be a selfless, caring, and committed individuals
- Commemoration of some red letter day is also a regular practice
- The Career Counseling and Placement Cell offers career guidance on all aspects of future career planning, job opportunities and provision for higher postgraduate and research studies for students
- The College authority regularly publishing a peer reviewed biannual Journal called “Ray: international Journal of Multidisciplinary Studies”
- The College authority has taken necessary initiatives to promote value based education
- During Covid-19 pandemic the college authority has taken special care for boosting up both the physical and mental health of all its stakeholders
- The authority took necessary steps to distribute the relief materials during Covid-19

Recommendation of the Audit Experts

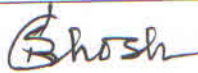


After the thorough inspection, scrutiny and noting our observations in this regard, we wish to give the following suggestions to the College authority for much more development of the Institution in near future.

- More strategic plans are to be developed to minimize the drop-out
- Much more books to be procured as per the new CBCS syllabus covering all the semesters
- Add-on course on life style management and other popular topics be introduced
- The College authority should take necessary steps to include the Journal “Ray: international Journal of Multidisciplinary Studies” under UGC Care List
- The College authority should think for introducing some new courses with the subjects like Microbiology, Physical Education, Library Science etc.
- More initiatives to be taken regarding placement of the students





- Research facility may be improved by purchasing more research related infrastructural facilities and establishing a common 'Central Instrumentation Facility Centre'
- Solar Power Project may be introduced to save electricity
- More faculty development and staff orientation programmes are to be organized

Signature of the Members:

External Members

Sukdeb Ghosh	 Dr. Sukdeb Ghosh Principal SRIKRISHNA COLLEGE Bogula, Nadia, W. B.-741502
Bimalendu Biswas	 Controller of Examinations University of Kalyani West Bengal
MITA PAUL	 Deputy Lecturer-in-Charge ANSET College of Law

Internal Members

Dr. Swagata DasMohanta Principal and Secretary G.B. Chakdaha College	 Principal CHAKDAHA COLLEGE
Dr. Arun Kumar Nandi Associate Professor in Economics IQAC Coordinator, Chakdaha College	 Co-ordinator IQAC, Chakdaha College
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Deputy Lecturer-in-Charge
College of Law

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