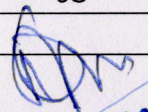


**ACADEMIC AUDIT REPORT**  
**For the Academic year 2021 – 2022**

Academic Audit of Department																																		
				Period of Audit: 2021 – 2022																														
<b>I – COLLEGE PROFILE (To be filled in by the IQAC Co-ordinator)</b>																																		
1	Name of the Department, Website, email and Ph. No.		Ramananda College, http://www.ramanandacollege.org/ principal@ramanandacollege.org Mobile No. - +916297976619																															
2	Name of the HOD, email & Mob. No.		Dr. Swapna Ghorai, principal@ramanandacollege.org principalramananda@gmail.com +91 9434509415																															
3	Name of the IQAC Coordinator, email & Mob. No.		Dr. Rajesh Mukherjee <u>iqacramananda@gmail.com</u> +91 9679673612																															
4	Year of Establishment/ Year of Affiliation		Estd: 1945. Affiliation from CU: 1945, BU: 1960, BKU: 2017 till date																															
5	NAAC Grade with Cycle, Accredited Year (if not Accredited Status of Preparations)		"B++" – Cycle 3 with 2.83 CGPA																															
6	UGC Recognition (2F & 12 B)		Yes																															
7	Department Working Hours (if shift system mention details of both shifts & give reasons for shift system)		10:00 am to 5:00 pm (Monday to Saturday)																															
8	No. of Posts Sanctioned:		<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th style="width: 20%;">Teaching</th> <th style="width: 20%;">Non-Teaching</th> </tr> </thead> <tbody> <tr> <td>Teaching -</td> <td></td> <td></td> </tr> <tr> <td>Govt. approved:</td> <td>65 (Full-Time) + 46 (SACT)</td> <td>15</td> </tr> <tr> <td>Non-Teaching-</td> <td></td> <td></td> </tr> <tr> <td>Management approved:</td> <td>46</td> <td></td> </tr> <tr> <td>Supportive Staff -</td> <td></td> <td></td> </tr> <tr> <td>Govt. approved Contractual:</td> <td></td> <td></td> </tr> <tr> <td>Management approved Contractual:</td> <td></td> <td>33</td> </tr> <tr> <td>Other if any -</td> <td></td> <td></td> </tr> <tr> <td>Guest Working:</td> <td></td> <td></td> </tr> </tbody> </table>			Teaching	Non-Teaching	Teaching -			Govt. approved:	65 (Full-Time) + 46 (SACT)	15	Non-Teaching-			Management approved:	46		Supportive Staff -			Govt. approved Contractual:			Management approved Contractual:		33	Other if any -			Guest Working:		
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Other if any -																																		
Guest Working:																																		
9	Course wise & Year wise students strength particulars (Proforma enclosed & to be submitted along with AAR)		Annexure - 1																															

  
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 Inspector of Colleges  
 Bankura University

26/05/2023



	Item	Impression of Academic Advisor with grade after observation **		Statement
		Grade	Actual Status	
II - CURRICULAR ASPECTS				
1	Implementation of Annual Department Plan	A	Good	ICT classes, Submission of dept. profile, mentoring, submission of equipment and book list  <i>Annexure - 2</i>
2	Departmental Annual Curricular Plans	A	Good	Syllabus distribution,  <i>Annexure - 3</i>
3	Department Activity Register for the Academic Year 2021 to 2022	A	Good	Yes (Resolution book, Mentoring register etc.)  <i>Annexure - 2</i>
4	Departmental Activity Registers	A	Good	Yes (Internal assessment, seminar, workshop, resolution book etc.)  <i>Annexure - 4</i>
5	Add-on Courses completed during Academic Year 2021 to 2022	A	Good	1. Cutting Knitting 2. Modern Handicraft 3. Food Processing 4. Computer training course  <i>Annexure - 5</i>
6	Plan for introduction of new Add-on Courses in Academic Year 2021 to 2022	A	Good	Resolution book
7	Coverage of Syllabus (Average Percentage)	B	Satisfactory	80% to 90% from student feedback analysis  Web Link - <a href="http://www.ramanandacollege.org/feedback.php">http://www.ramanandacollege.org/feedback.php</a>
8	Teaching of Environmental Science and Ethics	A	Good	Yes (Environmental Studies as per syllabus, seminars)

\*\* Grade A (Good) / B (Satisfactory) / C (Poor)

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	Item	Impression of Academic Advisor with grade after observation **		Statement
		Grade	Actual Status	
9	Maintenance of Student Attendance Registers	A	Good	Yes
10	Feedback forms on Curriculum from students	A	Good	Yes  Web Link - <a href="http://www.ramanandacollege.org/feedback.php">http://www.ramanandacollege.org/feedback.php</a>
<b>III – TEACHING LEARNING</b>				
1	Teaching Diaries & Plans in the Prescribed Formats	B	Satisfactory	Yes (Daily Diary, Staff Diary)  <i>Annexure - 6</i>
2	Co-Curricular Activities (Department Level)	B	Satisfactory	Yes (Freshers' welcome, cultural competitions)  <i>Annexure - 7</i>
3	Academic Competitions (Degree & Above Level)	B	Satisfactory	Yes (Students Seminars / Presentation / Exhibition)  <i>Annexure - 8</i>
4	Conduct of Internal Examinations-continuous assessment & Mid-Term Test	A	Good	Done (Home assignment, internal assessment, unit test)  <i>Annexure - 9</i>
5	Subject wise result analysis	A	Good	Yes (AQAR, Annual report of the college, academic council meeting resolution)  Annual Report - <a href="http://www.ramanandacollege.org/annual_report.php">http://www.ramanandacollege.org/annual_report.php</a> AQAR- <a href="http://www.ramanandacollege.org/aqar.php">http://www.ramanandacollege.org/aqar.php</a>
6	Teacher wise result analysis	C	Poor	Results are analyzed but it is not done teacher-wise
7	Remedial Classes	B	Satisfactory	Yes (Departmental-wise register of remedial classes)  <i>Annexure - 10</i>
8	Record of Evaluation of Teachers by Students	B	Satisfactory	The IQAC conducts students' feedback yearly and the same is regularly uploaded on the college website.

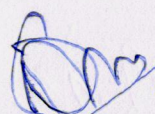
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				Web Link - <a href="http://www.ramanandacollege.org/feedback.php">http://www.ramanandacollege.org/feedback.php</a>
9	Last 2 years University Result analysis with current result of Academic Audit Year (2021 to 2022)	B	Satisfactory	Record is available in the college (AQAR, Annual report of the college, academic council meeting resolution)  Annual Report - <a href="http://www.ramanandacollege.org/annual_report.php">http://www.ramanandacollege.org/annual_report.php</a> AQAR- <a href="http://www.ramanandacollege.org/aqar.php">http://www.ramanandacollege.org/aqar.php</a> Result - <a href="http://www.ramanandacollege.org/exam_results.php">http://www.ramanandacollege.org/exam_results.php</a>

\*\* Grade A (Good) / B (Satisfactory) / C (Poor)

	Item	Impression of Academic Advisor with grade after observation **		Statement
		Grade	Actual Status	
IV - RESEARCH AND CONSULTANCY				
1	Is the Department a Recognized Research Centre	B	Satisfactory	Central Instrumental Facility, Teacher as Ph.D supervisors, Research committee, Research Projects etc
2	No. of Research Guides in the Department	A	Good	11  Annexure - 11
3	No. of Faculty registered for Ph. D. (attach details)	A	Good	1. Siddhartha Dutta 2. Arna Mukhopadhyay 3. Saroj Ballav 4. Soumen Mahanta 5. Sanju Dutta 6. Rajesh Guin 7. Susanta Nole 8. Prakash Kumar Santra 9. Sonam Jalan 10. Debobrato Sarkar 11. Ajit Debnath 12. Parnab Chatterjee  Annexure - 12

  
Dr. Saurabh  
Inspector of C

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4	Number of Major/Minor/Other Research Projects (attach details)	B	Satisfactory	Major: 01 Minor: 02 Others:  <i>Annexure - 13</i>
5	Number of Research Papers Published in Academic year (Internationals/Nationals Journals) (attach details)	A	Good	National: 0 International: 32  <i>Annexure - 14</i>
6	Number of Papers Presented in Academic year 2021 to 2022 (International/National/State Level Conference) (attach details)	A	Good	International: 09 National: 07 State Level Conference: 00  <i>Annexure - 14</i>
7	Number of Books Published in Academic year 2021 to 2022 (Single Author/Co Author) (attach details)	A	Good	As a Single Author – 02 As a Co-Author – 07  <i>Annexure - 15</i>
8	Number of Seminars / Workshops / Training Program Conducted in Academic year (International / National / State) (attach details)	A	Good	14 (Workshops/Seminars/Webinars)  <i>Annexure - 16</i>
9	Record of Consultancy in Academic year 2021 to 2022 (attach details)	B	Satisfactory	Yes (As NAAC consultants, GB Member of other colleges etc)
10	Record of MOUs in Academic year 2021 to 2022 (attach details)	B	Satisfactory	1. Bankura Sammilani College & Ramananda College  <i>Annexure - 17</i>

\*\* Grade A (Good) / B (Satisfactory) / C (Poor)

	Item	Impression of Academic Advisor with after observation **		Statement
		Grade	Actual Status	
V - EXTENSION ACTIVITIES				
1	Record of Subject/Department Related Extension Activities (attach details)	B	Satisfactory	1. Exhibition (Unyannyner Pathe), Bishnupur Municipality
2	Name of the NSS PO & Mobile No.			1. PROF. AJIT TUDU (JC) – 9932356188 2. DR. SAIBAL MITRA (JC) - 9434674944

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3	NSS Attendance register	A	Good	Yes
4	NSS Activity register	A	Good	Yes
5	Name of the NCC ANO & Mobile No.			1. DR. DEEPAK KUMAR SINGH - 8013123467
6	NCC Attendance register	A	Good	Yes
7	NCC Activity register	A	Good	Yes
8	Name of the Eco- & Innovation Club Coordinator & Mobile No.			1. DR. SHYAMAL KANTI MALLICK (JC) – 9474446045 2. PROF. ANINDITA BAR (JC) – 9474408485
9	Eco- & Innovation Club Activities	A	Good	Yes (Plantation, Green Audit)
10	Technology Development and Transfer Cell Activities	B	Satisfactory	
11	Any Other Club	B	Satisfactory	Electoral Club 1. PROF. ARPAN BHATTACHARYA (JC) – 9635728931 2. DR. AMIT DEY (JC) - 8972203877

\*\* Grade A (Good) / B (Satisfactory) / C (Poor)

	Item	Impression of Academic Advisor with grade after observation **		Statement		
		Grade	Actual Status			
VI - LEARNING RESOURCES						
1	Name of the Librarian & Mobile No.			1. MR. PARNAB CHATTERJEE – 9126583602 2. MS. SRABANI KARAK – 9563580389		
2	Access timings of the library	A	Good	Library Timings	Day	Time
				Lending Section	Monday - Friday	11AM – 3.30 PM
				Circulation	Saturday	11 AM – 01.30 PM
				Reading Hours	Monday - Friday	11 AM- 4.30 PM
					Saturday	10.30AM – 01.30PM
				Library Office	Monday - Friday	10.30 AM – 4.30 PM
					Saturday	10.30 AM – 01.30 PM
Library clearance	Monday - Friday	11AM – 3.00 PM				

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				Saturday	11 AM – 1.30 PM
3	Circulation of Books among Students	A	Good	Yes	
4	Circulation of Books among Faculties	A	Good	Yes	
5	Availability of Previous years Question papers	A	Good	Yes	
6	Availability of model answers of previous examinations	C	Poor	No	
7	Record of Visitors to Library	A	Good	Yes	
8	Status of Library Automation	A	Good	Fully	
9	e-Resources	A	Good	Present on the College Website	
10	Number of E-Journals	C	Poor	Nil	
11	Number of Print Journals	B	Satisfactory	02 (Current Science, IASLIC Bulletin)	
			Satisfactory	Acknowledge as a local chapter	
12	Access to NPTEL courses	B		Annexure - 18	
13			Satisfactory	Spoken English Course is running only for the 1 <sup>st</sup> semester Honours students	
	Access to Spoken Tutorials	B		Annexure - 19	
14				USING SWAYAM PRAVA -	
	Access to e-learning tutorials	B	Satisfactory	<a href="https://www.swayamprabha.gov.in/index.php/program/archive/1">https://www.swayamprabha.gov.in/index.php/program/archive/1</a>	

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	Item	Impression of Academic Advisor with grade after observation **		Statement
		Grade	Actual Status	
VII - STUDENT SUPPORT ACTIVITIES				
1	Name of Dean/Faculty In-charge & Mobile No.			DR. DEEPAK KUMAR SINGH - 8013123467
2	Activities and Support for Sports (attach details)	A	Good	Support for Sports (Gymnasium equipment) - Annexure - 20
3	Records of events conducted and significant achievements in Sports & Games (attach details)	A	Good	University Football Match Annexure - 21
4	Record of cultural programs conducted	A	Good	03 Nos - Dance Competition, Drama Competition, Debate Competition,

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5	Record of any other extra-curricular activities conducted	A	Good	04 Nos Essay Competition, Quiz Competition, Singing Competition & Recitation Competition
6	Record of Students trained in different verticals Specialized Trainings	A	Good	Computer Skills, Communicative English
7	Record of Students placed in campus placement	C	Poor	Nil
8	Name of Career Guidance Coordinator and Mobile No.			Prof. Arpan Bhattacharjee
9	Record of activities Career Guidance and placement cell	B	Satisfactory	Annexure – 22

\*\* Grade A (Good) / B (Satisfactory) / C (Poor)

	Item	Impression of Academic Advisor with grade after observation **		Statement
		Grade	Actual Status	
10	IQAC activities & maintenance of records, (Action Plan/Minutes of Meeting/submission of AQAR to NAAC etc.)	B	Satisfactory	IQAC Action Plan - <a href="http://www.ramanandacollege.org/atr.php">http://www.ramanandacollege.org/atr.php</a> (College website link) IQAC Minutes of Meetings - <a href="http://www.ramanandacollege.org/iqac_regulations.php">http://www.ramanandacollege.org/iqac_regulations.php</a> (College website link)
11	Record of Alumni Association Activities	B	Satisfactory	Website link - <a href="http://www.ramanandacollege.org/alumni_students.php">http://www.ramanandacollege.org/alumni_students.php</a>
12	Record of Grievance Redressal Cell/Anti Ragging Cell	A	Good	Website link - <a href="http://www.ramanandacollege.org/grievance.php">http://www.ramanandacollege.org/grievance.php</a>
13	Awards and Prizes earned by students (attach details)	A	Good	Website link - <a href="http://www.ramanandacollege.org/sports.php">http://www.ramanandacollege.org/sports.php</a> (Up to 2019 - 2020)
14	Mentoring/Counseling System	A	Good	The departments of the college preserve the records of mentoring  Annexure - 2

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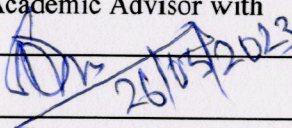
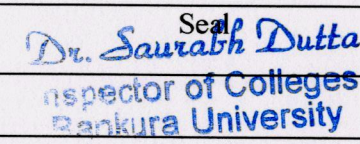
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	Item	Impression of Academic Advisor with grade after observation **		Statement
		Grade	Actual Status	
VIII - BASIC AMENITIES				
1	Maintenance of drinking water	A	Good	Yes
2	Maintenance of Sanitation	A	Good	Through Municipality and external agencies
3	Greenery & Cleanliness	B	Satisfactory	Garden, Medicinal Plants, Regular cleaning programme
4	Health Care Facility	A	Good	Sick room in the college campus and West Bengal Health Scheme for staff, Campus health camp for students
5	Canteen	A	Good	Cheap Canteen
1	Staff Meetings Register	A	Good	Yes
Annexure - 23				
2	Functioning of Committees in Administration (Minutes of Meetings)	A	Good	Yes
3	Awards/Achievements of faculty (attach details)	C	Poor	

\*\* Grade A (Good) / B (Satisfactory) / C (Poor)

#### Recommendation/Suggestions by Academic Advisors

Suggestions for improvement/progress of the department	Sheet attached		
		Signatures of Academic Advisor with designation	Seal
Agrees with all above observations and also with the suggestions by the Academic Advisors. I will try to comply with the suggestions by the Academic Advisors for the improvement of Academic Quality along with infrastructure of my department.	1		
	2		
	3		

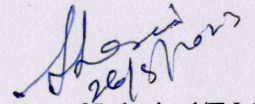
Signature of the HOD with date



**Declaration by Principal / T.I.C**

On behalf of the College Governing Body and as Institutional Head, I will recommend of the records of observations by the Academic Advisors to IQAC and also to Governing Body of Institution for further necessary action regarding Academic and Administrative development of the department.

Date:



Signature of Principal/T.I.C