

**ACADEMIC AUDIT STATEMENT
For the Academic year 2020 - 2021**

Academic Audit of Sonamukhi College			
		Period of Audit: 1 st July'2020 to 30 th June'2021	
I - COLLEGE PROFILE (To be filled in by the IQAC Co-ordinator)			
1	Name of the College, Website, email and Ph. No.	Sonamukhi College, Sonamukhi, Bankura-722207. Website: www.sonamukhicollege.com , Email: sonamukhicol@gmail.com , Ph.no: 03244275251	
2	Name of the HOD, email & Mob. No.	Dr. Bappaditya Mandal, Principal, Email: sonamukhicol@gmail.com , Mobile No.: 7076289635	
3	Name of the IQAC Coordinator, email & Mob. No.	Dr. Jnanojjal Chanda, mob.: 9735336469, Email id : iqacsonamukhicollege@gmail.com	
4	Year of Establishment/ Year of Affiliation	1966	
5	NAAC Grade with Cycle, Accredited Year (if not Accredited Status of Preparations)	NAAC:B(2.37)2016-1 st cycle	
6	UGC Recognition (2F & 12 B)	Yes (2F & 12B)	
7	Department Working Hours (if shift system mention details of both shifts & give reasons for shift system)	Day Shift (10:30 A.M. – 4:30 P.M.)	6-days week (Sunday Closed)
8	No. of Posts Sanctioned: Teaching - 39 Non Teaching- 22 Supportive Staff - Nil Other if any - Nil	Govt. approved : Management approved :	Teaching 36 Non Teaching 13
		Govt. approved Contractual : Management approved Contractual :	33 06
		Guest Working:	03
9	Course wise & Year wise Students strength particulars for 2020-21 (Proforma enclosed & to be submitted along with AAR) SEE ATTACHED SHEET	Total Students: 1 st Semester- 973 3 rd Semester- 612 5 th Semester- 484	

Dr. Sanjay K. Dutta
Inspector of Colleges
Bankura University
14/05/2022

	Item	Impression of Academic Advisor with grade after observation **		Statement
		Grade	Actual Status	
II - CURRICULAR ASPECTS				
1	Implementation of Annual Department Plan	A	Good	College has prepared a detailed annual academic and cultural plan, tentative co-curricular activity schedule, holiday list etc. and uploaded in the college website before the commencement of classes. (Document I)
2	Departmental Annual Curricular Plans	A	Good	Syllabus and module were distributed among the teachers well before the commencement of classes and executed in a planned and systematic manner. (Document II)
3	Department Activity Register for the Academic Year 2020 to 2021	A	Good	Every activity is recorded such as Departmental meetings, Departmental Seminar, Student-Seminar, Internal assessment /Class Tests, etc. (Document III)
4	Departmental Activity Registers	A	Good	Activity Registers of the departments are properly maintained
5	Add-on Courses completed during Academic Year 2020 to 2021	A	Good	One. Diploma in Nursing Assistant (24 months duration starting from 19-20 Academic Session)
6	Plan for introduction of new Add-on Courses in Academic Year 20 21 to 2022	A	Good	College has taken an initiative to introduce different Career Oriented Add-On courses such as Spoken English, Yoga, Vedic Chanting, Mushroom culture, vermicomposting etc.
7	Coverage of Syllabus (Average Percentage)	A	Good	Due to COVID-19 Pandemic all classes were held through online mode. More than 60% syllabus is covered for all courses of UG program. Records will be found in the college portal.
8	Teaching of Environmental Science and Ethics	A	Good	Environmental Studies and Ethics are taught as per the syllabus of Bankura University.

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

Dr. Saurabh Chatterjee
Inspector of Colleges
Bankura University
14/03/2022

Item	Impression of Academic Advisor with grade after observation **		Statement	
	Grade	Actual Status		
9	Maintenance of Student Attendance Registers	A	Good	All classes were taken through online mode (Whatsapp group, google meet and college portal)
10	Feedback forms on Curriculum from students	A	Good	Feedback is taken and analyzed through online. (Document –IV) Attempts are being made to submit the Feedback online by the students from this session. Suggestions and Proposals from students have been carefully analysed.
III -TEACHING LEARNING AND EVALUATION				
1	Teaching Diaries & Plans in the Prescribed Formats	A	Good	Each teacher maintained their diary in the prescribed format. All academic activities for session 2020-21 were held through online mode due to COVID-19 Pandemic situation.
2	Co-Curricular Activities (Department Level)	A	Good	Students of each semester organized Teachers' Day celebration program every year in the department and college. They used to participate in the "Quiz" Contest, conducted by the Department.
3	Academic Competitions (Degree & Above Level)	B	Satisfactory	Yes (04). Essay competition, Extempore Speech Contest, Slogan & Writing Contest and Drawing & Painting Contest.
4	Conduct of Internal Examinations-continuous assessment & Mid-Term Test	B	Satisfactory	Continuous assessment is carried out by the department in the form of Class Test, Practical Test and Internal Assessment.
5	Subject wise result analysis	B	Satisfactory	Result analysis is done according to result sheet provided by the University. After critical analysis of the results, the students are advised about how to improve both the theoretical and practical marks.
6	Teacher wise result analysis	B	Satisfactory	Overall result analysis done in each department
7	Remedial Classes	B	Satisfactory	Remedial classes are conducted for each semester as and when required subject to the availability of time and convenience of student and teachers.
8	Record of Evaluation of Teachers by Students	A	Good	Feedback is taken from students and analyzed through online. (Document-IV)

Dr. Saurabh Kumar
Inspector of Colleges
Bankura University

14/03/2022

9	Last 2 years University Result analysis with current result of Academic Audit Year (2020 to 2021)	A	Good	Compare with previous year result in each department
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** 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	C	Poor	No
2	No. of Research Guides in the Department	A	Good	One , Dr. Sadhan Kumar Patra (Four scholars are registered under Bankura University)
3	No. of Faculty registered for Ph. D (attach details)	A	Good	Five (Document-V)
4	Number of Major/Minor/Other Research Projects (attach details)	A	Good	Major: 01, Principal Investigator, Dr. Shuvra Kanti Sinha Minor: No Others: No
5	Number of Research Papers Published in Academic year (Internationals/Nationals Journals)(attach details)	A	Good	i) Articles in refereed Journals: 04 ii) Articles in non- refereed Journals: 05 iii) Books and Edited volumes: 19 (Document-VI)
6	Number of Papers Presented in Academic year 2020 to 2021 (International/National/State Level Webinar/ Conference)(attach details)	A	Good	International: Attended; 74 , Presented: 04 National : Attended: 77 State Level : Attended: 28 Workshop: Attended: 01 (Document-VII)

Dr. Saurabh Dutta
Inspector of Colleges
Bankura University
14/07/21

7	Number of Books Published in Academic year 2020 to 2021 (Single Author/CoAuthor)(attach details)	A	Good	As a Single Author – One As a Co-Author – Two (Document-VIII)
8	Number of Seminars / Workshops / Training Program Conducted in Academic year 2020-21 (International / National / State)(attach details)	A	Good	i) International Level: 01 ii) National Level: 13 iii) State Level: 03 (Document-IX)
9	Record of Consultancy in Academic year 2020 to 2021 (attach details)	C	Poor	No
10	Record of MOUs in Academic year 2020 to 2021 (attach details)	A	Good	Yes (Two-1. Rural Education and Medical Development Mission of India, 2.Netaji Subhas Open University)

** 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)	A	Good	<p>The students of each semester actively participate in all extra-curricular activities of the institution. The NSS cell of Sonamukhi College has three units that are providing such expertise to students through several social, intellectual and cultural activities such as tree plantation, blood donation camp, campus cleaning, yoga day celebration etc. The National Cadet Corps (NCC) Unit of our Sonamukhi College is affiliated to the West Bengal and Sikkim Directorate. This course has become very popular among the students as it develops a keen sense of discipline and qualities of leadership. NCC is dedicated to fostering the spirit of adventure among the youth, but also inculcates social responsibilities and encourages cadets to contribute towards AIDS awareness, Cancer Awareness, Adult education, Anti Dowry, Anti-Drugs, Blood Donation Camps, Organ Donation and Cleanliness programmes.</p> <p>(Document-X)</p> <p>Dr. Saurabh</p>

Dr. Saurabh Kumar
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2	Name of the NSS PO & Mobile No.	A	Good	Unit-I: Prof. Ram Prasad Kanrar, Mob. No.- 7001904167 Unit II- Prof. Subhasree Majumdar, Mob. No.- 9933080408 Unit III- Prof. Anupam Mandal, Mob. No.- 8250478723
3	NSS Attendance register	A	Good	Student's attendance register maintained on that day of NSS activities are happened.
4	NSS Activity register	A	Good	NSS activity register are properly maintained.
5	Name of the NCC ANO/CTO & Mobile No.	A	Good	Mr. Salil Bhui, Mob. No: 9851808676 Email id: sonamukhicolncc@gmail.com
6	NCC Attendance register	A	Good	Student's attendance register maintained on that day of NCC activities are happened.
7	NCC Activity register	A	Good	NCC activity register are properly maintained.
8	Name of the Eco- & Innovation Club Coordinator & Mobile No.	C	Poor	No
9	Eco- & Innovation Club Activities	C	Poor	No
10	Technology Development and Transfer Cell Activities	C	Poor	No
11	Any Other Club	C	Poor	No

** 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.	A	Good	Manas Kumar Ganguli, Mobile No.9232365648
2	Access timings of the Library	A	Good	10.00 AM- 4.30 AM, The Library currently kept open on all the working days, except the institute holidays.
3	Circulation of Books among Students	A	Good	Book issue by Students-131 , Book return by Students-275, Library Circulation includes checking out, checked in items for the Library users
4	Circulation of Books among Faculties	A	Good	Book issue by Teachers-28, Book return by Teachers-38, Library Circulation includes checking out, checked in items for the Library users

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5	Availability of Previous years Question papers	B	Satisfactory	Available all previous years' questions containing of previous years' examination under Bankura University. (Qty around-1358 pdf file for the year in between 2017-2021)
6	Availability of model answers of previous examinations	C	Poor	NIL
7	Record of Visitors to Library	A	Good	Maintained visitors register at Central Library
8	Status of Library Automation	A	Good	Automated circulation system, Books entry, Book circulation (issue, return, renew), Online Public Access Catalogue for users search facilities, search function which helps the students in searching of any book/resources in the library. All the books in the Library are now fully computerized and bar-coded for smooth circulation.
9	e-Resources	A	Good	17. Open source E resource link are available in website under the E resource tab link: https://sonamukhicollege.ac.in/library_eresources.php
10	Number of E-Journals	B	Satisfactory	2, INFLIBNET-NLIST,NDL-IITKGP
11	Number of Print Journals	B	Satisfactory	04, Yojana, Kurukshetra, Lognausha and Desh (Bengali)
12	Access to NPTEL courses	C	Poor	No
13	Access to Spoken Tutorials	B	Satisfactory	Yes, (Departmental YouTube channel s)
14	Access to e-learning tutorials	B	Satisfactory	Yes, (Available in the college website: https://sonamukhicollegebankura.com & https://sonamukhicollege.ac.in)

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

	Item	Impression of Academic Advisor with grade after observation **		Statement
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VII - STUDENT SUPPORT ACTIVITIES				
1	Name of Dean/Faculty In-charge & Mobile No.			NA

Dr. Saurabh Dutta
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2	Activities and Support for Sports(attach details)			No performance due to Covid 19 pandemic
3	Records of events conducted and significant achievements in Sports & Games(attach details)			No records due to Covid 19 pandemic
4	Record of cultural programs conducted	A	Good	Yes (Document-XI)
5	Record of any other extra-curricular activities conducted	B	Satisfactory	Yes
6	Record of Students trained in different verticals Specialized Trainings			No special training due to Covid 19 pandemic
7	Record of Students placed in In campus placement	C	Poor	One student was selected in campus placement during the year 2021. (Document-XII)
8	Name of Career Guidance Coordinator and Mobile No.	A	Good	Dr. Saikat Basu, Assistant Prof. of Physics Mobile No.- 9477267573
9	Record of activities Career Guidance and placement cell	A	Good	Career Guidance and Placement cell had been organized counseling session, seminar program for the benefits of our students. (Document-XII)

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

	Item	Impression of Academic Advisor with grade after observation **		Statement
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10	IQAC activities & maintenance of records, (Action Plan/Minutes of Meeting/submission of AQAR to NAAC etc.)	A	Good	Yes

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11	Record of Alumni Association Activities	B	Satisfactory	Yes
12	Record of Grievance Redressal Cell/Anti Ragging Cell	A	Good	Yes
13	Awards and Prizes earned by students(attach details)	C	Poor	No
14	Mentoring/Counseling System	A	Good	Yes

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

	Item	Impression of Academic Advisor with grade after observation **		Statement
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VIII - BASIC AMENITIES				
1	Maintenance of drinking water	A	Good	Drinking water is supplied by deep tube well
2	Maintenance of Sanitation	A	Good	Yes
3	Greenery & Cleanliness	B	Satisfactory	Yes
4	Health Care Facility	A	Good	Yes
5	Canteen	A	Good	Yes
Others				
1	Staff Meetings Register	A	Good	Yes
2	Functioning of Committees in Administration (Minutes of Meetings)	A	Good	Yes

Dr. Saumya Dutta
Inspector of Colleges
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14/10/2022

3	Awards, Achievements of faculty(attach details)	B	Satisfactory	Yes Achievement: Articles published in refereed journals-04, non-refereed journals-05
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** Grade A (Good), B (Satisfactory)/ C (Poor)

Recommendation/Suggestions by Academic Advisors

Suggestions for improvement/progress of the department	To Identify students with research potential and help them to flourish To encourage and guide students in writing inter-disciplinary articles for publications To be more careful in maintaining greenery and cleanliness in the campus To organize stronger liaison with ex-students by organizing Alumni Meet or so To encourage students to pursue NPTEL courses in domains of their choice To establish innovation club or so to bring pieces of innovative works under one umbrella To have structured measure for result analysis to ascertain identifying areas of improvement To prepare model answers of previous years' question papers		
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	Signatures of Academic Advisor with designation	Seal
	2	<i>Inspector of Colleges</i> <i>Bankura University</i>	<i>Dr. Saurabh Dutta</i> Inspector of Colleges Bankura University
	3		Principal Sonamukhi College Sonamukhi, Bankura
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:

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Signature of Principal/T.I.C

Principal
Sonamukhi College
Sonamukhi, Bankura


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Dr. Saurabh Dutta
Inspector of Colleges
Bankura University