

Format for Institute Academic Audit

Name of the Institute: **SHRIYADHAR HANDESHWAR PATILSARVA COLLEGE**

Date: **03-05-2024**

Name, Designation and address of Institute Audit Executive:

1. **Dr. Swati Kumar Joshi, Principal, Hanadeshwar Patil Sarva College**
2. **Dr. Shaili Pradhan, Principal, Hanadeshwar College**
3. **Dr. Uday Kumar Chavhan, Principal, Hanadeshwar Sarva College**

Members of Staff Present: 1. **Dr. Suresh Koj, Principal, S. R. Patil Sarva College**

2. **Dr. Anand Kumar, QAC Co-ordinator**

3. **Dr. Dnyanesh Kumar Datta, Director**

4. **Dr. Sushil Kulkarni, Dr. Prakashkar Chavan**

5. **Dr. Prakash Manoj, Assistant, Governing Body**

Dr. Suresh Koj
Principal
S. R. Patil Sarva College

Criterion	Items	Verification Yes/No	Comments	Suggestions for Improvement
Curriculum	Steps followed in the designing of syllabus & curriculum	No	Curriculum is designed by the affiliating university. Currently, only one member is there to represent the Board of Studies.	Need to pursue the university authority for selecting more teachers from this college as the members of Board of Studies.
	Contents of the Curriculum	No	Contents of the curriculum of the affiliating university.	Need to participate actively in the pre-launch Workshops organized by the affiliating university. Secondly, respective teachers should write suo motto to the university authority describing their opinions on the contents.
	Validation done	Yes	In the Departmental meetings, the given curriculum is accepted and distributed among the available number of teachers of the department for completion of the curriculum well before the examination.	Many departments are lacking adequate number of teachers. The college authority should be more vocal on the issue of creating teaching posts and filling up of sanctioned vacant posts.
	IDC/EDC	Yes	As per university CBCS curriculum IDC/EDC were provided. However, a number of certificate courses, Add-on courses and lifestyle development courses have been introduced by the college for the benefit of the students. This courses definitely interdisciplinary or extra disciplinary in nature.	
	Credits allotted/ distribution – logic	Yes	As given in the university curriculum	

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Teaching methods & teaching aids	Yes	It was found that the teachers follow experiential method, participative method and problem-solving method simultaneously in a class. Teachers identify by their experience quick learners and slow learners. Accordingly, they prescribe tips on how to proceed further. Beside this, they offer doubt - clearing - sessions after each class period and one special class in a week for this purpose only.	More ICT enabled classrooms are required.
E-learning modules	Yes	Only few teachers prepared e-learning modules.	More teachers to be motivated for preparing such modules.
Project work UG/PG	Yes	A number of departments are involved in Project Works as these have made mandatory in the university curriculum.	Other departments should also start project works for hands on training of the theories studied.
Internal assessment – components – Uniqueness	Yes	The departments take written tests twice in a semester. Surprise tests are taken occasionally. Assignments on the topics taught are given. Quiz tests are also taken. In rare cases, viva-voce is taken as internal assessment.	Open book contest may be conducted on experimental basis.
Student support – remedial coaching	Yes	Extremely slow learners are given special attention by remedial coaching.	The scope of remedial coaching is limited. It can be extended if number of teachers in the department can be increased.
Parents meeting – evaluation of student's progress	Yes	Parent-teachers meeting are held	The turn up ratio of the parents by any means is to be increased.
Feedback from students	Yes	Feedback on curriculum, teaching-learning and evaluation and admission and examination from the students are collected, analysed and steps taken.	More feedbacks are needed to be taken for policy formulation.
Steps taken on the feedback	Yes		

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Faculty Profile	Projects completed/ on going	Yes	At present no UGC sponsored/ ICSSR sponsored or DST sponsored Project is running.	Average number of participation in seminar / conferences should be targeted as ten per faculty member.
	Seminars/ conferences attended	Yes	Most of the teachers attended more than six seminars/ conferences. A nominal financial incentive is given from the college for promoting this practice.	Teachers require more publication.
	Papers/ articles/books published outstanding five publications from Social Science/ Science/ Commerce/ and others	Yes	Number of publication per teacher is not satisfactory. Only few teachers have good number of publications.	The college authority is liberal in releasing the teachers for these courses.
	FDP/RC/ OC/ Training materials/ Content	Yes	Teachers regularly attend RC/ FIP/ FDP / STC.	Research works and publications are to be enriched for receiving such offers.
	Acted as resource persons	Yes	Six teachers were invited to act as Resource Persons in different Colleges.	Research works are to be encouraged.
	M.Phil. & Ph. D awarded	Yes	One teacher obtained doctoral degree during 2021-22 and many are pursuing Ph. D programmes.	

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Profile of Students	Demand ratio (Applications received Vs Sanctioned Strength)	Yes	Out of 18 programmes 13 programmes have demand ratio more than 1.2	The less popular subject require more attention for attracting pupils from feed schools.
	Students' involvement in extra-curricular & Co-curricular activities	Yes	The institution has NSS and NCC units. The NSS volunteers and NCC cadets actively participated in various extracurricular and co-curricular activities organized by the respective units. The NSS volunteers also conducted various social awareness campaign in nearby locality under general and special camp programme. The NCC unit organized various joint programme in collaboration with NGOs. The Environmental Science department through their Eco Club members performed many extra-eco-friendly programme during the year. All they actively observed various special days with full exertion.	
	Study tour/ Industrial visits/ exhibitions/ Internship/ Training	Yes	The departments of Physical Education, Geography, Environmental Science, History and Bengali undertake study tour every year. Currently, each department undertaking an excursion is given an ad-hoc subsidy of Rs.5000/- (consolidated).	Other departments are also be motivated to go for excursion. The college should formulate a better policy of giving subsidy for the tours.
	Achievements	Yes	Sakina Khatun, an NCC cadet took part in Republic Day Parade in New Delhi and was stood first in the cultural division. Few students passed the Agni veer Airmen Examinations and joined the Indian Air Force. One of the NCC cadet secured the highest aggregate in the 'C' level examination in the entire region.	

Infrastructure in the institute	No. of class rooms	Yes	There are 24 normal classrooms, three ICT enabled classrooms.	In order to meet the problem of inadequate number of classrooms a four-storied block is being constructed.
No. of laboratories	Yes	There are 10 laboratories in all.	Laboratories are well-equipped still regular expansion is needed. For this, certain amount of allocation should be there in the annual budget.	
No. of computers – for teachers	Yes	There are twelve computers for the teachers. Twenty three computers are there for administrative purpose.		
No. of computers – for students	Yes	There are 56 computers are there for the use of students.	More computers are needed to increase the access rate of the students.	
No. of computers – research scholars	Yes	Three computers are there for the use of Research Scholars who are also teachers pursuing research works.		
No. of instruments	Yes	There are 203 instruments in Physics Laboratories, 129 instruments are in Chemistry Laboratories, in Geography laboratory there are 127 instruments, in Environmental Science Laboratory there are 16 instruments and in the laboratory of Physical Education there are 5 instruments.	More instruments can be purchased and installed if the budget permits.	

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VI. O Activities of the Institute	MoUs signed	Yes	Six MoUs have been signed with several institutions.	Effort should be made to collaborate with more institutions.
	Consultancy	No	No consultancy proposal received	
	Collaborations	Yes	Seminars, Football tournaments are organized in joint collaboration with other institutions.	
	Association Meetings	Yes	Two Association Meetings were held in 2021-22.	
	Guest lectures	Yes	08 renowned professors were invited to give lectures for the benefit of the students.	More lectures are to be arranged by making adjustment with the running routine.
	Conference/ Seminar/ Workshop conducted	Yes	The College has been organizing series of seminars and workshops at state, national and international level in regular interval.	The college authority is very much enthusiastic in organizing seminars and workshops.
	Extension Activity	Yes	NCC, NSS and the Department of Environmental Science undertake many programmes as extension activities.	
	Interaction with Industry/ Research Centres/ Educational Institutions	Yes	Environmental Science department has undertaken an initiative for Industry visit.	
	Newsletters/ Magazine	Yes	The College publishes two newsletter called S. R. F. College News in every year and a printed magazine 'Chareibeti' every year. This apart, seven wall magazines are published regularly (twice in a year) by the Department of Environmental Science, Chemistry, Political Science, Bengali, English, Geography and Mathematics.	
	Placement	Yes	The students of the college are placed in railways, banks, state government offices, school services, college services and private sector.	More impetus for competitive examinations is needed.

Please comment on SWOC Analysis (250 Words)

Strength: The College has a pool of competent faculty members and dedicated support staff. There is a cordial relationship between teachers and students ideal for maintaining learning ambience. A wide range of subjects are offered for honours and program courses. Eco-friendly green campus, sizeable playgrounds, equipped laboratories, airy and lighted classrooms, ICT enabled classrooms and campus-wide Wi-Fi facilities are available. The College library is very resourceful with OPAC facility.

Weakness: The number of whole-time teachers and non-teaching support staff are inadequate. The students enrolled are mostly belonging to lower socio-economic background. Rapid digitalization of higher education system is often becoming as a problem to adapt with.

Opportunities: The problem of inadequate number of classrooms is expected to be solved shortly. The open stage will promote the cultural status of the students. Assistance is being provided in getting various government and non-government scholarships, students' credit cards and allowing more free-studentships to genuine candidates. The NSS and NCC units are working on various awareness programmes. Several add on course have been launched for better understanding of the curriculum. A number of certificate courses have been started for increasing employability of the students and for providing value education and life style education.

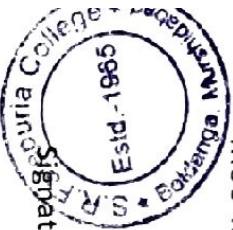
Challenges: Students are more interested in getting monetary benefits from scholarships rather than effective utilisation of the benefit. It is difficult to remove their naive notion that dependence of private coaching is more beneficial than regular attendance in the classes. The students have been addicted in mobile phones for roaming in social media. The use of internet connectivity is to be prioritized for learning.

Best Practice(s)/ Innovations of the Institute:

1. **Environment friendly Campus:** The built up area is approximately 30% of total area. In the open space, there is lawn, playgrounds and gardens. Trees are planted in the peripheries. These give oxygen and pleasant shadows. Single use plastic is banned in the campus, so is smoking. Policy has been taken to install energy efficient lamps and electrical gadgets. Green generator is used while load-shedding. LED bulbs and tubes are being installed as replacement. Solid waste is disposed to the Municipality Van after collecting from dustbins. Liquid wastes are deposited in soak pits. Chemical wastes from the laboratories are separately treated as prescribed by the experts. E-wastes are kept in a distinct dark place covered with black colour. Rain water harvesting mechanism is there for recharging water in the ground. Bio-degradable wastes from the Canteen are channelled into a compost pit. The organic manure used in growing plants. The additional water from the water booth is used for watering of the gardens. For preventing misuse of water, water saving taps has been installed. For saving of electrical power, each classroom is monitored with a single switch controlled by the college staff. The students have freedom to switch on or off in the classroom but when they leave the classroom, the deputed staff switches off the main one. The college authority provides safe drinking water to all and hence water purifiers are there and those are regularly being serviced by authorised persons engaged through annual maintenance contracts. The College stresses on cleanliness and hygienic practices. Disinfectants are used on the floors for cleaning. Sanitary napkin vending machines are installed ladies toilets and destroyers of those are also there.
2. **Integrated Student Support System:** The College is for the student and of the student. The most important stakeholder of the College is student. It is the first and foremost duty of the College is to serve the requirements of the students in the best possible manner. Before admission, the seat-matrix

and fees-structure are displayed on the website of the College as well as on the Uccha Shiksha Portal. The rules and regulations, admission process and the subjects and courses offered are clearly notified to the concerned persons. The entire admission process is done in the online mode and latest vacancy position is updated every day. The payment is collected through online. Students are given replies to their queries regarding admission Students once admitted but intend to cancel their admission for getting better chances are refunded their fees. Those who retained are asked the induction programmes for counselling. Students are assigned a mentor. The mentor is responsible for personal contact with the mentee syllabus well before the examinations. The students are to undertake several internal assessments. A quick learner and a slow learner are different advice. Students having talents in music, drama, photography, cinema, debating, poetry writing, essay writing and social work are proper guidance to improve. The NSS and NCC units are there to prepare the students for building the nation. The students having excellent physical ability are given chances in the teams of various games and sports. The economically weaker students are given free-studentship recommended for scholarships. Differently-abled students are exempted from any queue. They do not require paying fees. The library is well help and the students can be benefited by its reading and lending service. The teachers try their best to transmit the knowledge. They are always ready to help their students – online and off-line. They provide doubt-clearing sessions for each semester once in a week. The students are taken in various educational tours. Many seminars and workshops are organized for the benefits of the students. The passed out students are included in the alumni association. In short, in every stage, the motto of the College is to support the students for their benefits.

Future Plans of the Institute (250 Words): The College is aiming at becoming one of the most advanced colleges of West Bengal. For this, inadequacy number of classrooms will be met by construction of North-West Block, renovation of West Block, extension of South Block and a separate integrated storied building funded by WBDOMA. The canteen is to be renovated properly. The Open Air Stage is to be utilized properly. The football playground levelled and watering system with sprinklers will be introduced. Synthetic floor will be organized in the inside playground to make its look as an stadium. The computer laboratory will be re-organized department-wise as the computer literacy will lose its significance. A number of PG courses will be opened to serve the local need. At the UG level, a number of new subjects will be introduced. Installation of Solar panels on the roof of completed Block will be given priority. A number of vocational courses will be introduced for increasing employability of the students in collaboration with partner institutions. Faculty Exchange Programme, Cultural Exchange Programme, Joint Venture in organizing Games and Sports are to be promoted by MoU with appropriate institutions.



Suresh
25/5/2023
Signature of the Principal with Seal

Principal

S.R. Fatempuria College

P.O.-Beldanga, Dt.-Murshidabad


02/5/23

Principal


Hazil A.K. Khan College
Hathepara, Murshidabad

Signature of the Academic Audit Experts


02.05.23

Principal

Plassey College


02/5/23

Murshidabad P.O. Beldanga

1. Dr. Milan Mandal
2. Prof. Dr. Suresh
3. Suresh Mandal