



Aghorekamini Prakashchandra Mahavidyalaya



Academic & Administrative Audit

2019-20

Aghorekamini Prakashchandra Mahavidyalaya
Subhasnagar, Bengai, Hooghly, Goghat, 712611

ACADEMIC AUDIT REPORT
Year -2019-20

Date of Audit:

Audit Team:

- Dr. Sujit Kumar Chowdhury, Registrar & Inspector of Colleges (Addl. Charge), The University of Burdwan.
- Dr. Gouri Sankar Bandyopadhyay, Principal, Syamsundar College, (The University of Burdwan).
- Dr. Tarak Nath Roy, Principal, Chatra Ramai Pandit Mahavidyalaya, (Bankura University)
- Dr. Paramartha Ghosh, Principal, Aghorekamini Prakashchandra Mahavidyalaya.
- Dr. Tilak Nath Ghosh, Associate Professor of Commerce, Netaji Mahavidyalaya, Member, B.U,
Nominee to the Governing Body.
- Dr. Ashish Kar, Coordinator, IQAC, Aghorekamini Prakashchandra Mahavidyalaya.
- Dr. Sanjiv Nath, Coordinator, IQAC, Chatra Ramai Pandit Mahavidyalaya, Bankura, West Bengal
- Dr. Tarun Ghosh, Member, Governing Body, Aghorekamini Prakashchandra Mahavidyalaya.

Aghorekamini Prakashchandra Mahavidyalaya

Vision

In a country like India, with the majority of its population living in rural regions, participation of rural students in the process of nation-building is essential. As the rural location of the college enables it to cater to the needs of students, mostly first generation learners, belonging to economically handicapped families, Aghorekamini Prakashchandra Mahavidyalaya has a vision to become a pre-eminent rural college of the country fostering intellect, creativity and character in this section of students; thus, conditioning them to become the leaders of the society and builders of the nation.

Mission

- Imparting 'Total Education' to students in the true sense of the term, without confining the process to a mere academic exercise in terms of examinations and results.
- Providing state of the art infrastructure and facilities.
- Sustaining the internal qualities.
- Counselling students to build up their future career.
- And, finally, improving the satisfaction level of all stake-holders.

About the Institute

The vast rural hinterland, comprising of the districts of Hooghly, Bankura, Purulia, Midnapore and Burdwan had been left uncared for in British India. The situation did not improve much even in the initial years of India's Independence. It was in this atmosphere of constant hardship and frustration that Dr. Radhakrishna Pal, the then M. L. A. of the area, freedom fighter and educationist took up an uphill task of spreading education from primary to college level. With this end in view, he set up in this region a number of educational institutions all by himself. He dreamt a dream of setting up at Bengai, a Degree College and named it after Smt. Aghorekamini Roy and Sri Prakashchandra Roy, the parents of Dr. Bidhan Chandra Roy, the then Chief Minister of West Bengal. On January 4, 1959, Dr. Roy laid the foundation stone of the dream college which started its functioning in the same year and was affiliated, at first, to the University of Calcutta. Later, in the year 1960, it came under the jurisdiction of the University of Burdwan.

PART-A

1. General Information

- Name of the Institution : **Aghorekamini Prakashchandra Mahavidyalaya**
- Name of the Head of the institution: Dr. Paramartha Ghosh
- Designation : Principal
 - Does the institution function from own campus: Yes
 - Phone no./Alternate phone no. : 03211246235/ 03211-246772
 - Mobile no. : 9434345586/9064718626
 - Registered e-mail : akpc_m@yahoo.co.in
 - Address : Subhashnagar, P.O. Bengai, Hooghly
 - City/Town/ Block : Goghat-1
 - State/UT : West Bengal

- Pin Code : 712611

2. **Institutional status:**

- Affiliated / Constituent: Affiliated
- Type of Institution: Co-Education
- Location: Near Arambagh
- Financial Status: Grants in aid and UGC recognised under section 2f and 12 (B)
- Name of the Affiliating University: The University of Burdwan
- Name of the IQAC Co-ordinator: Dr. Ashish Kar
- Mobile: 8583006239
- IQAC e-mail address: akpciqac@gmail.com

3. **Website address:** <https://www.akpcmahavidyalaya.org>

4. **Whether Academic Calendar prepared during the year?** Yes
if yes, whether it is uploaded in the institutional Website: Yes

5. **Quality initiatives by IQAC during the year for promoting quality culture**

Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
IQAC has organized the Workshop for students / other stakeholders on CBCS Curriculum.	08-Nov-2019	731
02 new Add-On courses have been introduced, during this year, by different departments with great encouragement and support from the IQAC	Minimum 30 hrs. duration	440
IQAC with the help of the Central Library, conducted a State Level Workshop on the 'Use of Library Resources and Inflight NList'.	14 th September, 2019	370
To assure internal quality, Students' Satisfaction Survey (SSS) has been conducted and the survey data has been thoroughly analysed to make a report. Proper measures have been taken by the IQAC to address the issues pertaining to this survey report.	Throughout the year	All students
Conducted Administrative Training Programme for non-Teaching staff of our college on Windows for Office Use	12-07-2019 to 18-07-2019	30

6. **Significant contributions made by IQAC during the current year**

- For the purpose of imparting basic knowledge of Computers to the non teaching staff of our college and to familiarize them with the latest updates of the college software, the IQAC has organized a seven day Administrative and Technical Training program for the non teaching staff from 12th July to 18th July, 2019 on Windows for Office Use.
- To provide the students with the accurate and up-to-date information about different career options and to help them for identifying careers, suitable for their skills, interests, and personality traits, the IQAC, jointly with the Career Counseling Cell, has organized a Career Talk - The Vocational Guidance and Awareness Program in the college on 13/08/2019.

- c) To familiarize the students with the use of Library resources, including the eJournals and e-Books under N-List through INFLIBNET, the IQAC and the Library SubCommittee have jointly organized a week long State Level Workshop on the 'Use of Library Resources and Inflibnet N-List' during the period from 14/09/2019 to 20/09/2019.
- d) To familiarize the students, mainly the newcomers, and the Non-teaching staff of our college with the new academic and evaluation procedures under CBCS, the IQAC has organized a two-day Workshop on CBCS curriculum and associated University rules on 08/11/2019. .
- e) To improve the communication skills of our students, to provide them a chance to interact with the experts in the subject and to encourage them to explore new areas related to the subject, the IQAC and the Department of Philosophy of our college have jointly organized a ICPR sponsored, one-day National Seminar on 'Critical Thinking and Philosophizing'. The seminar has been organized on 26/02/2020 and altogether 120 persons, including the faculty members and the students of different colleges have attended the seminar as participants.

7. Provide the list of funds by Central/ State Government-UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank WCPE of UGC etc.

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Nil	Nil	Nil	Nil	Nil

8. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year

Plan of Action	Outcome Achieved
1 Plan to organize National / State / College level Seminars / Workshops / Awareness Program etc., jointly with different departments..	The following Seminars / Workshops / Awareness Programs have finally been organized by the IQAC, jointly with different Departments / Committees. (a) Investors' Awareness Programme, organized jointly with the Department of Commerce and conducted by the Securities and Exchange Board of India (SEBI), on 10/08/2019. (b) Career Talk- The Vocational Guidance and Awareness Program, organized jointly with the Career Counselling Cell, on 13/08/2019. (c) State Level Workshop on the 'Use of Library Resources and Inflibnet N-List, organized jointly with the Library Sub Committee, during the period from 14th Sept to 20th Sept, 2019. (d) ICPR sponsored, National Level Seminar on 'Critical Thinking and Philosophizing', organized jointly with the Department of Philosophy, on 26/02/2020.
2. Plan to use the newly build Administrative-cum-Class Room Building for the implementation of Rain Water Harvesting Scheme 'Jal Dhoro Jal Bharo (Preserve Water Reserve Water)', in our college for the 2nd time.	Due to the initiative of the IQAC and with the necessary clearance from our Management, the District unit of Water Resource Development Directorate, Govt. of West Bengal, has used our new Administrative-cum-Class Room Building for the implementation of Rain Water Harvesting Scheme 'Jal Dhoro Jal Bharo (Preserve Water Reserve Water)', in our college for the 2nd time.
3. Plan to continue our efforts to familiarise the students/ other stakeholders with the academic and evaluation procedures under the new CBCS curriculum.	A one day student Workshop, on CBCS curriculum, has been organised by the IQAC on 08th November, 2019. Altogether 731 students have attended the workshop and have been benefited by the logical explanations, on CBCS curriculum and associated University rules, delivered by the invited speakers.

4. Plan to continue our efforts to familiarise the students/ other stakeholders with the academic and evaluation procedures under the new CBCS curriculum.	On the recommendation of IQAC, the college authority has completed the construction work of 2nd floor and Right wing of the new Administrative cum-classroom building. As a result, the college infrastructure has been augmented with the increase of four (04) new Class Rooms and one (01) new Laboratory Room, during this year.
5 Plan to take initiative for the completion of construction work of the U.G.C. sponsored, two storied 'Indoor Sports Training Facilities	Accepting the suggestion of IQAC, the college authority has finally completed the construction work of the UGC sponsored; two storied Indoor Sports Training Facilities, during this year. Our prestigious, 14000 sq. ft. Indoor Stadium is now ready to be used for all-round purposes of the college.
6. Plan to install a large Video Monitor at the lending counter of our Library for smooth computerized searching.	On the recommendation of IQAC, the college authority has installed a 32 inch Video Monitor at the lending counter of our Library, during this year. Tracking of Books in our Library can now be displayed to the students more conveniently.

9. **Whether institutional data submitted to AISHE:** Yes/No: Yes
 Year: 2019-20 Date of Submission: 17.02.2020

10 **Does the Institution have Management Information System?** Yes

The MIS system covers the flow of information relating to admission, classes held, teaching learning mechanism, examinations, accounts, attendance, library, laboratories, University curriculum, outreach activities, sports cultural activities, infrastructural maintenance, IT infrastructure etc.

PART-B

- New programmes/courses introduced during the Academic year: 2019-20 : No
- Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the Academic year 2019-20: All Programmes
- Students enrolled in Certificate/Add-On/ Diploma Courses introduced during the year:

Name of Add on /Certificate programs offered	Year of offering	No. of times offered during the same year	Duration of course	Number of students enrolled in the year	Number of Students completing the course in the year
Basics on Computer Programming	2019-20	1	36 hrs	183	181
Physical Fitness	2019-20	1	36 hrs	286	278

● Whether structured feedback received from all the stakeholders

1) Students	2) Teachers	3) Employers	4) Alumni	5) Parents
Yes	Yes	No	Yes	Yes

● No. of students enrolled in 1st SEM: 1185

Name of the Programme	Number of seats available	Number of applications received	Students Enrolled
Bengali (Hons)	105	1145	81
English (Hons)	81	702	69
Sanskrit (Hons)	105	1205	83
History(Hons)	97	420	74
Political Science (Hons)	89	211	31
Philosophy (Hons)	89	255	75
Geography (Hons)	32	545	28
Education (Hons)	60	612	54
Music (Hons)	32	101	12
Santali (Hons)	30	51	10
Sociology (Hons)	30	18	10
Mass Com (Hons)	19	85	15
Chemistry (Hons)	35	2110	14
Physics(Hons)	35	305	12

Mathematics (Hons)	67	351	26
Env Sci(Hons)	32	310	16
Nutrition (H)	35	195	26
Zoology (Hons)	30	499	24
B.Sc, General	69	581	08
Accountancy (Hons)	97	199	25
B.A, General	917	2110	481
B.Com General	22	41	01

- Number of fulltime teachers: 28
- Student - Full time teacher ratio: 88:1
- Students mentoring system available in the institution?

Number of students enrolled in the Institution	Number of full-time teachers (Mentors)	Mentor: Mentee Ratio
2477	28	1:88

● **Details of Full-time Faculty**

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of Teachers having Ph.D
35	28	07		10

Number of days the College was open: 230

Number of Examination Days: 44

Number of Holidays: 90

● **Result**

SUBJECT	Numbered of Students who appeared in the Final Years Examination	Number of students Passed in Final Year Exam	Number of students Qualified in Final years Exam	Percentage of Qualified Students in Final Years Exam	Male Appeared in Final Years Exam	Female Appeared in Final Years Exam	PNC	Percentage of Students having PNC
BNGH	58	58	58	100	36	22	00	00
EDCH	41	41	40	97.56	31	10	01	02.44
ENGH	37	37	33	89.19	26	11	04	10.81
GEOH	17	17	17	100	09	08	00	00
HISH	42	41	34	80.95	28	13	08	09.05
MCSH	07	07	06	85.71	05	02	01	14.29
MUCH	04	04	04	100	02	02	00	00
PHIH	24	24	19	79.17	18	06	05	20.83
LSH	10	10	10	100	07	03	00	00
SNSH	36	35	33	91.67	26	10	03	08.33
SNTH	00	00	00	00	00	00	00	00
SOCH	03	03	03	100	03	00	00	00
CEMH	23	23	23	100	12	11	00	00

MATH	25	25	21	84	15	10	04	16
NUTH	19	19	19	100	11	08	00	00
PHSH	08	08	08	100	06	02	00	00
ZOOH	17	17	17	100	11	06	00	00
ACYH	18	18	15	83.33	14	04	03	16.67
B.A GEN	116	116	59	50.86	102	14	57	49.14
B.SC GEN	20	20	19	95	08	12	01	05
B.COM GEN	00	00	00	00	00	00	00	00
Total	536	526	448		386	149	88	

● Library is automated {Integrated Library Management System -ILMS}
Library Automation: 2019-20

ILMS Software	Nature of Automation	Version	Year of Automation
SOUL	Fully Automated	2.0	2012

Text Books and Reference Books:

Type	Existing	Newly Added	Value of Newly Added (MRP in Rs..)
Text Books	29368	265	60500
Reference Books	160	08	2560
Digital Data Base	Inflibnet N-List	

Journals, Magazine and E-journals:

Type	Existing	Newly Added	Value in (Rs-)	Closed	Total Value (Rs-)
Journals	15	00	00	00	23400
Magazine	04	00	00	00	3000
E-Journal	6000+N-List	00	5775	5900
E-Books	799500+ N-List

● IT Infrastructure

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Available Bandwidth MBPS
Existing	57	03	57	00	00	08	22	50 MBPS
Added	03	00	03	00	00	00	0	
Total	60	03	60	00	00	08	22	50 MBPS

● Scholarships and Financial Support

Year	Name of The Scheme	Numbers of students Benefited by Government Scheme and Amount		Numbers of students benefited by the Institution Schemes	
		Numbers of Students	Amount	Numbers of Students	Amount
2019-20	SVMCM	340	44,22,000	12	10490
	KANYASHREE	312	74,64,000		
	AIKYASHREE	759	50,09,400		
	OASIS	290	12,72,135		
	TOTAL	1730	1,82,57,625		

● Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases

Total grievances received	No. of grievances redressed	Average number of days for Grievance redressal
04	04	13

● Whether the institution has registered Alumni Association? Yes

● Mention two practices of decentralization and participative management:

- To create and foster a culture of decentralisation and participative management—
- Our college maintains a panel of senior teachers who act as teachers-in-charge when the principal is absent.
 - The headship of departments is rotational in our college which gives all full-time teachers equal opportunity to take an active part in the management of the institution.
 - Teachers also act as conveners in various sub-committees which also ensures active participation.
 - Teachers are also assigned leading roles in NCC and NSS activities.

The college grants autonomy to departments with respect to—

- Formulation of routine.
- Conducting Class Tests, Quiz, Group Discussions, Excursions etc.
- Publication of Wall Magazines

● Teachers provided with financial support to attend conferences/workshops and towards membership fees of professional bodies- 73

● Measures initiated by the Institution for the promotion of gender equality during the year.

“Women’s Empowerment” being at the core of “Institutional Distinctiveness” of the college. Gender equity and gender sensitization issues are addressed in the different courses taught by subjects like Bengali, English, Economics, Philosophy, History and Political Science within the curricular framework. Seminars, webinars, events and co-curricular activities have been organized to create and enhance awareness about gender issues. To ensure safety and security, entry to the college campus is restricted. The security personnel at the main entrance regularly

ICC (Internal Complain Committee) The Women's Cell, the Anti-ragging Cell and the Anti-Sexual-Harassment Cell of the college are involved in gender sensitization and awareness creation against gender discrimination. For the awareness of all our stakeholders the IQAC, the Sexual Harassment Cell and the Women's Cell of our college have jointly organized different workshops on our college campus. To address the health issues of the students, free health check-up camps and blood donation camps have been organized. Students are encouraged to participate in yoga workshops and sports to keep themselves fit. Also, the college has run a Charitable homoeopathic centre/ chamber under the NSS for many years.

- Environmental Consciousness and Sustainability/Alternate Energy initiatives taken by the institution.

The institution has a well-defined scheme for the proper collection, storage, and subsequent disposal of its various degradable and non-degradable wastes (solid waste, liquid waste, e-waste, and hazardous chemicals). As far as solid wastes are concerned, separate collection bins (for degradable and non-degradable wastes) are installed at various strategic locations within the college premises. Periodically they are collected and disposed of by relevant agencies. The e-waste like old and disposed computers, printers, keyboards and other computer peripherals are stored in a separate isolated chamber. Specific collection agencies are employed on a periodic basis for subsequent clearing up of the accumulated waste as and when required. The liquid wastes (including hazardous liquids) from the chemistry laboratory are conducted separately through dedicated conduits and stored in specially constructed and isolated concrete-lined pits.

Academic and Administrative Audit (AAA)

The main objective of the audit is to review, assess, and evaluate the performance of the college. The review process is usually carried out by Principal, IQAC Coordinator, NAAC Coordinator and the external academicians. As a part of the audit process, the IQAC has structured a proforma for the evaluation based on criteria specified by NAAC. The following are the criterions:

1. Teaching- Learning and Evaluation
2. Research, Innovations and Extensions
3. Infrastructure and Learning Resources.
4. Student Support and Progression
5. Governance, Leadership and Management
6. Institutional Values and best Practices.

Observation of the AAA Committee

Category	Description	Availability
Approvals and Accreditation Documents	Affiliation by University (The University of Burdwan)	Yes/No
	NAAC certificate	Yes/No
	NIRF screenshot	Yes/No
Governance	Governing Body notification	Yes/No
	Finance Committee Notification	Yes/No
	Resolution of Governing Body Meeting	Yes/No
	Resolution of Finance Committee Meeting	Yes/No
	Student/Teacher/Non-Teaching staff feedback system	Yes/No
	Examination section	Yes/No

	Anti-Ragging Committee	Yes/No
	Gender Sensitization Committee	Yes/No
	College Internal Complaint Committee	Yes/No
	Grievances Redressal Committee	Yes/No
	SC/ST/OBC cell	Yes/No
	Office Automation (ERP Software)	Yes/No
	Teacher Appraisal Process	Yes/No
	Budget Sanctioned and Audit Report	Yes/No
	Students Scholarship Details	Yes/No
	Institution Website	Yes/No
	Biometric Attendance system	Yes/No ✓
	Notice Boards	Yes/No
Others Facilities	CCTV surveillance	Yes/No
	Projectors in Class	Yes/No
	Fire Extinguisher	Yes/No
	Medical Facility	Yes/No
	Canteen Facility	Yes/No
	Sports Facility	Yes/No
	Computer Laboratory	Yes/No
	Hostel	Yes/No
	Vehicle Parking	Yes/No
	Xerox Facility	Yes/No
	Backup Electric Supply	Yes/No
	Bank/ATM	Yes/No ✓
	Sanitary Napkin Vending Machine	Yes/No
	Sewage Disposal System	Yes/No
	Drinking Water Facility	Yes/No
	Solid Waste Management	Yes/No
	E-waste Management	Yes/No
Rain Water Harvesting	Yes/No	
Green Campus Initiative	Yes/No	

Academic and Administrative Audit (AAA) Report for the Academic Year 2019-20

We, the members of the Academic and Administrative Audit team have conducted the Academic and Administrative Audit for the academic year 2019-20 of Aghorekamini Prakashchandra Mahavidyalaya, Bengai, Hooghly, West Bengal.

Observations of Auditors: SWOC Analysis and Recommendations

A. STRENGTHS:

- highly motivated team of well-qualified and subject-specialized faculty.
- Well-equipped, spacious, smart classrooms and laboratories.
- Well-maintained and periodically updated library.
- Availability of computer lab in the Physics, Chemistry, Mathematics, Geography and Commerce departments.
- Classes oriented to help students to enhance subject knowledge.
- Nourishing environmental knowledge through Apiculture, Medicinal Plants, Fisheries, and Botanical gardens, flower gardens etc.

B. WEAKNESSES:

- Lack of interest in pursuing higher studies due to their socio-economic condition
- Availing Funded projects from UGC etc.
- Research at Inter/Multi-Disciplinary level

C. OPPORTUNITIES:

- Organization of knowledge-based events like Conferences, Seminars, Workshops
- Explore the presence of industrial areas in research and placements of students
- Participation of experts from industry and market in teaching and learning process
- Online access to information and development of e-content on various courses
- Computer lab with high end systems with software such as MATHEMATICA, SCILAB, Tally etc.

D. CHALLENGES:

- It is difficult to get interested candidates for pursuing higher studies
- Interest of students in research activities
- Placement of students in their respective disciplines
- Bridging the heterogeneous academic background of the students
- Providing equally good education to the students coming from different academic and social backgrounds.

E. RECOMMENDATIONS:

- Procure funds for minor and major research projects through agencies like UGC, DST, SERB etc.,
- Conduct of annual conference.
- certificate programmes on industry related value Added Courses to enhance the Skill development of students
- Starting Department- wise e- Journal
- MOU with industries and relevant agencies for hands-on training and research
- Minor Consultancy Projects with financial assistance from industry


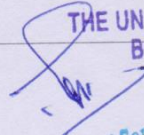

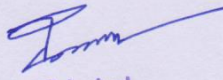
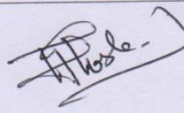
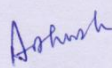
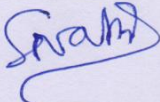
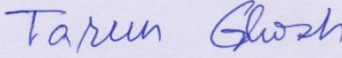
Aghorekamini Prakashchandra Mahavidyalaya

Subhasnagar, Bengai, Hooghly, Goghat, 712611

ACADEMIC AUDIT REPORT

Year: 2019-20

Audit Team:

Member of Audit Team	Signature
Dr. Sujit Kumar Chowdhury, Registrar & Inspector of Colleges (Addl. Charge), The University of Burdwan.	 REGISTRAR THE UNIVERSITY OF BURDWAN BURDWAN - 713104
Dr. Gouri Sankar Bandyopadhyay, Principal, Syamsundar College, (The University of Burdwan).	 Dr. Gouri Sankar Bandyopadhyay Principal Syamsundar College P.O. - Shyamsundar, Dist. - Purba Bardhaman W.B. - 713424
Dr. Tarak Nath Roy, Principal, Chatra Ramai Pandit Mahavidyalaya, (Bankura University).	 Principal, Chatra Ramai Pandit Mahavidyalaya P.O. - Darapur, Dist. - Bankura PIN - 722141
Dr. Paramartha Ghosh, Principal, Aghorekamini Prakashchandra Mahavidyalaya.	 Principal, AGHOREKAMINI PRAKASHCHANDRA MAHAVIDYALAYA P.O. - Bengai, Dt. Hooghly
Dr. Tilak Nath Ghosh, Associate Professor of Commerce, Netaji Mahavidyalaya, Member, B.U, Nominee to the Governing Body.	
Dr. Ashish Kar, Coordinator, IQAC, Aghorekamini Prakashchandra Mahavidyalaya.	 IQAC Coordinator AKPC Mahavidyalaya Bengai, Hooghly
Dr. Sanjiv Nath, Coordinator, IQAC, Chatra Ramai Pandit Mahavidyalaya, Bankura, West Bengal.	 Co-ordinator Internal Quality Assurance CHATRA RAMAI PANDIT MAHAVI P.O. DARAPUR DIST. - BANKURA
Dr. Tarun Ghosh, Member, Governing Body, Aghorekamini Prakashchandra Mahavidyalaya.	 Tarun Ghosh