



## Aghorekamini Prakashchandra Mahavidyalaya



**Academic & Administrative Audit**

**2020-21**



# 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](mailto: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: [akpciqa@gmail.com](mailto:akpciqa@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 following Webinars: (1) A one-day National Webinar on 'Specialised Topics in Physics' organized on 27/07/2020, jointly with the Department of Physics. (2) A two-day National Webinar on 'Strategies of Survival: An Overview of Healthcare during present Pandemic Situation', organized on 11th and 12th August, 2020, jointly with the Sexual Harassment Cell and the Women's Cell. (3) A two-day International Webinar on 'Environment, Nutrition and Disease Management', organized on 26th and 27th September, 2020, jointly with the Department of Nutrition.	27/07/2020 11/08/2020 to 12/08/2020 26/09/2020 to 27/09/2020	350
08 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	740
Getting necessary guidance and technical support from the IQAC, our faculties have successfully and effectively organized all the classes, during the Lockdown period, in online mode. Different free digital learning platforms like Google Meet, Google Classroom, Zoom etc. have been utilized to conduct these online classes	Throughout the year 2020-21	All students
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 Online Admission Portal	26-10-2020 to 30-10-2020	30



6. Significant contributions made by IQAC during the current year

- a) To encourage the students for exploring new areas in Physics and its allied subjects and to provide them with a chance to interact with the experts in the said field, especially during the Lock-down period, the IQAC and the Department of Physics of our college jointly organized a one-day National Webinar on 'Specialized Topics in Physics'. The Webinar was organized on 27/07/2020 and altogether 130 persons, including the faculty members and the students of different colleges attended the Webinar as participants.
- b) For the awareness of all our stakeholders regarding the precautionary measures to be adopted to optimize physical and mental health care during COVID 19 pandemic situation, the IQAC, the Sexual Harassment Cell and the Women's Cell of our college jointly organized a two-day National Webinar on 'Strategies of Survival: An Overview of Healthcare during present Pandemic Situation'. The Webinar was organized on 11th and 12th August, 2020 with 120 participants, attending the webinar using the Google Meet Platform.
- c) To encourage the students for exploring new areas in Nutrition and its allied subjects and to provide them a chance to interact with the experts in the said field, especially during the Lockdown period, the IQAC and the Department of Nutrition of our college jointly organized a two-day International Webinar on 'Environment, Nutrition and Disease Management'. The Webinar was organized on 26th and 27th September, 2020 with 85 participants
- d) To provide the necessary student support services during the lockdown period through online mode and to facilitate the process of 'Work from Home', the IQAC, with financial support from our Management, has upgraded our server based Office Management Software to its Web based version and has selected a Payment Gateway for the online collection of all types of College Fees.
- e) To develop additional skills of the students and to equip them for facing the emerging challenges in the job market, the IQAC, together with the Academic Committee of our college, have provided active support and necessary guidance to several departmental authorities for the choice, framing of syllabi, preparation of course outcomes of a number of new Add-on courses in our college. Due to this endeavor of the IQAC, 08 new Add-on courses have been introduced during the extended period (July21 Dec 21) of this academic year.

7. Provide the list of funds by Central/ State Government-UGC/CSIR/DST/DBT/1CMR/TEQIP/World Bank WCPE of UGC etc.

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
AKPC MAHAVIDYALAYA, BENGAI, HOOGLY	MAJOR REASERCH PROJECT	SERB-DST	2020-22	200000

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 several conferences / Seminars / Webinars for our students.	To provide our students a chance to interact with the experts in different fields and to generate their awareness, especially during the Lock-down period, the IQAC has organized the following Webinars:(1) A one-day National Webinar on 'Specialized Topics in Physics 'organized on 27/07/2020, jointly with the Department of Physics. (2) A two-day National Webinar on



	<p>'Strategies of Survival: An Overview of Healthcare during present Pandemic Situation', organized on 11th and 12th August, 2020, jointly with the Sexual Harassment Cell and the Women's Cell. (3) A two-day International Webinar on 'Environment, Nutrition and Disease Management', organized on 26th and 27th September, 2020, jointly with the Department of Nutrition. Enthusiastic participation of the teachers and the students has made all these efforts successful and intrigued us for future endeavors.</p>
2. Plan to introduce several new Add-on Courses for our students.	For the purpose of developing additional skills of the students and equipping them for facing the emerging challenge in the job market, 08 new Add-On courses have been introduced, during this year, by different departments with great encouragement and support from the IQAC.
3. Plan to prepare the Academic Calendar for the session 2020-21.	The Academic Calendar for the session 2020-21, containing the timeline of important academic activities to be conducted throughout the year, has been prepared jointly by the IQAC and the Academic Committee
4. Plan to organize Online Classes throughout the Lockdown Period.	Getting necessary guidance and technical support from the IQAC, our faculties have successfully and effectively organized all the classes, during the Lockdown period, in online mode. Different free digital learning platforms like Google Meet, Google Classroom, Zoom etc. have been utilized to conduct these online classes.
5. Plan to implement the Online Evaluation Process successfully, in our college, during the Lock down Period.	Getting necessary guidance and technical support from the IQAC, our faculties have successfully implemented the Online Internal Evaluation Process, during the Lockdown Period, using department-wise WhatsApp groups. Our faculties have also performed all the duties related to the Semester End Online Evaluation Process, maintaining strictly the guidelines of the parent University.
6. Plan to upgrade the Office Management Software of our college.	For the purpose of providing the necessary student support services during the lockdown period through online mode and facilitating the process of 'Work from Home', the Office Management Software of our college has been upgraded to its Web based version and a Payment Gateway has been selected for the online collection of all types of College Fees.

9. **Whether institutional data submitted to AISHE:** Yes/No: **Yes**  
 Year: 2020-21      Date of Submission: 26/02/2022

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: 2020-21 : No
- Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the Academic year 2020-21: 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
Fundamentals of Medical Physics	2020-21	1	36 hrs	78	78
Santali folks Literature	2020-21	1	36 hrs	24	24
Human Rights	2020-21	1	36 hrs	228	212
Various Philosophical Aspects	2020-21	1	36 hrs	308	296
Research Methodology and Methods	2020-21	1	36 hrs	101	96
Basics on Mathematical Software	2020-21	1	36 hrs	50	50
Conquering the Stock Market	2020-21	1	36 hrs	94	94
Adapted Physical Education & recreation	2020-21	1	36 hrs	248	231

- 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 1<sup>st</sup> SEM: 1137

Name of the Programme	Number of seats available	Number of applications received	Students Enrolled
Bengali (Hons)	105	1220	59
English (Hons)	81	698	39
Sanskrit (Hons)	105	1210	58
History(Hons)	97	387	64
Political Science (Hons)	89	137	28
Philosophy (Hons)	89	354	44
Geography (Hons)	32	672	24
Education (Hons)	60	750	60
Music (Hons)	32	95	05
Santali (Hons)	35	42	06
Sociology (Hons)	30	58	14
Mass Com (Hons)	19	42	14
Chemistry (Hons)	35	106	21
Physics(Hons)	35	51	06
Mathematics (Hons)	67	84	13
Env Sci(Hons)	32	187	12
Nutrition (H)	35	107	26
Zoology (Hons)	30	546	18
B.Sc, General	138	235	23
Accountancy (Hons)	97	210	45
B.A, General	917	1210	557
B.Com General	221	321	01
Total	2381	10321	1137

- Number of fulltime teachers: 78
- Student - Full time teacher ratio:32:1
- Students mentoring system available in the institution?

Number of students enrolled in the Institution	Number of full-time teachers (Mentors)	Mentor: Mentee Ratio
2452	78	32:01



● 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
83	78	05	00	15

● 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	66	65	64	100	40	26	00	00
EDCH	37	37	37	100	26	11	00	00
ENGH	32	32	32	100	14	18	00	00
GEOH	19	19	19	100	14	05	00	00
HISH	45	45	45	100	36	09	00	00
MCSH	04	04	04	100	03	01	00	00
MUCH	04	04	04	100	02	02	00	00
PHIH	29	29	29	100	18	11	00	00
PLSH	13	12	12	92.30	08	05	01	07.70
SNSH	43	43	43	100	32	11	00	00
SNTH	10	10	10	100	07	03	00	00
SOCH	11	11	11	100	06	05	00	00
CEMH	12	12	12	100	08	04	00	00
ENVH	07	07	07	100	04	03	00	00
MATH	25	25	25	100	16	09	00	00
NUTH	24	24	24	100	12	12	00	00
PHSH	15	15	15	100	08	07	00	00
ZOOH	22	22	22	100	12	10	00	00
ACYH	23	23	23	100	12	11	00	00
B.A GEN	135	134	127	94.07	105	29	08	05.93
B.SC GEN	07	07	07	100	05	02	00	00
B.COM GEN	02	02	02	100	02	00	00	00
Total	593	593	582		390	194		

● Library

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

Text Books and Reference Books:

Type	Existing	Newly Added	Value of Newly Added (MRP in Rs.)
Text Books	29633	103	41779
Reference Books	168	00	00
Digital Data Base	Inflibnet N-List	....	Rs-5900/-



### Journals, Magazine and E-journals:

Type	Existing	Newly Added	Value in (Rs-)	Closed	Total Value (Rs-)
Journals	15	00	00	00	3400
Magazine	04	00	00	04	00
E-Journal	6000+N-List	00	00	.....	5900
E-Books	3135000+ N-List	....	...	....	.....

### ● IT Infrastructure

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Off ice	Depart ments	Available Bandwidth MBPS
Existing	55	03	55	00	00	13	22	50 MBPS
Added	05	00	05	00	00	00	00	
Total	60	03	60	00	00	13	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
2020-21	SVMCM	561	740400/-	15	2452/-
	KANYASHREE	18	377250/-		
	AIKYASHREE	576	3801600/-		
	OASIS	260	1716000/-		
	NSP	160	160000/-		
	<b>TOTAL</b>		8,414,850/-		

- 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 have 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- 72
- 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 verify the identity of all entrants. The college campus is under 24-hour CCTV surveillance. 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.

- 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
	IQAC and its Resolution	Yes/No
	Ani-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
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 2020-21

We, the members of the Academic and Administrative Audit team have conducted the Academic and Administrative Audit for the academic year 2020-21 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.
- Computer lab with high end systems with software such as MATHEMATICA, SCILAB, Tally etc.
- Classes oriented to help students to enhance subject knowledge.
- Nourishing environmental knowledge through Pisciculture, cultivation of Medicinal Plants and laying Botanical gardens, flower gardens etc.

#### B. WEAKNESSES:

- Lack of interest among students in pursuing higher studies due to their socio-economic condition.
- Non-availability of funds from UGC or other sources for research projects.
- Paucity of sanctioned teaching posts.

#### C. OPPORTUNITIES:

- Developing research aptitude among students through events like Conferences, Seminars, Workshops
- Signing agreements with local agro-based industries to facilitate placements of students.
- Engaging local small-scale business organisations to conduct career counselling for our students in order to promote self-employment.
- Helping the local farmers through extension activities like soil-testing in our geography laboratory.

#### D. CHALLENGES:

- It is difficult to persuade candidates to pursue higher studies due to lack of employment opportunities at the local level.
- It is often found challenging to create interest in higher education among first generation learners.
- It is also challenging to run all the academic activities with the unsatisfactory teacher-student ratio.
- It is also challenging to provide all the students with the benefits of online education due to the cost it entails and lack of network coverage in remote villages which are our primary catchment area.



**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




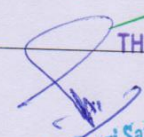
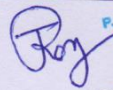

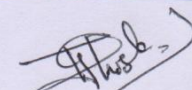
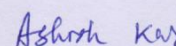

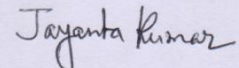
Aghorekamini Prakashchandra Mahavidyalaya

Subhasnagar, Bengai, Hooghly, Goghat, 712611

ACADEMIC AUDIT REPORT

Year: 2020-21

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 Cell CHATRA RAMAI PANDIT MAHAVIDYALAYA PO. DARAPUR DIST.-BANKURA
Dr. Jayanta Kumar Nandi, Bursar, Aghorekamini Prakashchandra Mahavidyalaya.	 Bursar A.K.P.C. Mahavidyalaya Bengai, Hooghly
Dr. Tarun Ghosh, Member, Governing Body, Aghorekamini Prakashchandra Mahavidyalaya.	