# K. K. Das College

**GRH – 17, Baishnabghata – Patuli**
**Kolkata – 700084**
**West Bengal**
**India**



## CRITERION VI
## Governance, Leadership and Management

## Key Indicator
## 6.5. Internal Quality Assurance System

## 6.5.2
## NIRF report & AAA report

# NIRF
# &
# AAA

# 2020-21

# National Institutional Ranking Framework
## Ministry of Education
## Government of India
## Welcome to Data Capturing System: COLLEGE

## Submitted Institute Data for NIRF'2021'

Institute Name: K. K. Das College [IR-C-C-11854]

## Sanctioned (Approved) Intake

| Academic Year | 2019-20 | 2018-19 | 2017-18 | 2016-17 | 2015-16 | 2014-15 |
|---|---|---|---|---|---|---|
| UG [3 Years Program(s)] | 805 | 805 | 805 | - | - | - |

## Total Actual Student Strength (Program(s) Offered by Your Institution)

| (All programs of all years) | No. of Male Students | No. of Female Students | Total Students | Within State (Including male & female) | Outside State (Including male & female) | Outside Country (Including male & female) | Economically Backward (Including male & female) | Socially Challenged (SC+ST+OBC Including male & female) | No. of students receiving full tuition fee reimbursement from the State and Central Government | No. of students receiving full tuition fee reimbursement from Institution Funds | No. of students receiving full tuition fee reimbursement from the Private Bodies | No. of students who are not receiving full tuition fee reimbursement |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| UG [3 Years Program(s)] | 825 | 726 | 1551 | 1544 | 7 | 0 | 672 | 468 | 301 | 85 | 8 | 746 |

## Placement & Higher Studies

### UG [3 Years Program(s)]: Placement & higher studies for previous 3 years

| Academic Year | No. of first year students intake in the year | No. of first year students admitted in the year | Academic Year | No. of students graduating in minimum stipulated time | No. of students placed | Median salary of placed graduates(Amount in Rs.) | No. of students selected for Higher Studies |
|---|---|---|---|---|---|---|---|
| 2015-16 | 805 | 661 | 2017-18 | 101 | 39 | 120000(One Lakh Twenty Thousand) | 22 |
| 2016-17 | 805 | 693 | 2018-19 | 132 | 57 | 120000(One Lakh Twenty Thousand) | 36 |
| 2017-18 | 805 | 714 | 2019-20 | 275 | 120 | 180000(One Lakh Eighty Thousand) | 75 |

## Financial Resources: Utilised Amount for the Capital expenditure for previous 3 years

| Academic Year | 2019-20 | 2018-19 | 2017-18 |
|---|---|---|---|
| | Utilised Amount | Utilised Amount | Utilised Amount |
| Annual Capital Expenditure on Academic Activities and Resources (excluding expenditure on buildings) | | | |
| Library | 92660 (Ninety Two Thousand Six Hundred and Sixty) | 85745 (Eighty Five Thousand Seven Hundred and Forty Five) | 42185 (Forty Two Thousand One Hundred and Eighty Five) |
| New Equipment for Laboratories | 220700 (Two Lakhs Twenty Thousand and Seven Hundred) | 227215 (Two Lakhs Twenty Seven Thousand Two Hundred and Fifteen) | 82554 (Eighty Two Thousand Five Hundred and Fifty Four) |
| Other expenditure on creation of Capital Assets (excluding expenditure on Land and Building) | 270185 (Two Lakhs Seventy Thousand One Hundred and Eighty Five) | 129000 (One Lakh and Twenty Nine Thousand) | 43000 (Forty Three Thousand) |

## Financial Resources: Utilised Amount for the Operational expenditure for previous 3 years

| Academic Year | 2019-20 | 2018-19 | 2017-18 |
| --- | --- | --- | --- |
| | **Utilised Amount** | **Utilised Amount** | **Utilised Amount** |
| **Annual Operational Expenditure** | | | |
| Salaries (Teaching and Non Teaching staff) | 22477498 (Two Crore Twenty Four Lakhs Seventy Seven Thousand Four Hundred and Ninety Eight) | 21075736 (Two Crore Ten Lakhs Seventy Five Thousand Seven Hundred and Thirty Six) | 21279715 (Two Crore Twelve Lakhs Seventy Nine Thousand Seven Hundred and Fifteen) |
| Maintenance of Academic Infrastructure or consumables and other running expenditures(excluding maintenance of hostels and allied services,rent of the building, depreciation cost, etc) | 1138542 (Eleven Lakhs Thirty Eight Thousand Five Hundred and Forty Two) | 1113744 (Eleven Lakhs Thirteen Thousand Seven Hundred and Forty Four) | 1095211 (Ten Lakhs Ninety Five Thousand Two Hundred and Eleven) |
| Seminars/Conferences/Workshops | 0 (Zero) | 0 (Zero) | 32259 (Thirty Two Thousand Two Hundred and Fifty Nine) |

## PCS Facilities: Facilities of physically challenged students

| | |
| --- | --- |
| 1. Do your institution buildings have Lifts/Ramps? | Yes, less than 40% of the buildings |
| 2. Do your institution have provision for walking aids, includingwheelchairs and transportation from one building to another for handicapped students? | Yes |
| 3. Do your institution buildings have specially designed toilets for handicapped students? | Yes, less than 40% of the buildings |

## Faculty Details

| Srno | Name | Age | Designation | Gender | Qualification | Experience (In Months) | Is Associated Last Year | Currently working with institution? | Joining Date | Leaving Date | Association type |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 1 | RAMKRISHNA PRASAD CHAKRABORTY | 57 | Professor | Male | Ph.D | 372 | Yes | Yes | 03-07-2015 | -- | Regular |
| 2 | SOMA MUKHERJEE | 52 | Associate Professor | Female | SLET | 282 | Yes | Yes | 06-01-1997 | -- | Regular |
| 3 | RUBI PAUL | 49 | Associate Professor | Female | SLET | 282 | Yes | Yes | 13-01-1997 | -- | Regular |
| 4 | RINKU SAHA | 49 | Associate Professor | Female | SLET | 247 | Yes | Yes | 22-11-1999 | -- | Regular |
| 5 | BIDYA RATAN TIKADER | 38 | Assistant Professor | Male | Ph.D | 123 | Yes | Yes | 12-04-2010 | -- | Regular |
| 6 | NASIMA MUNSHI | 45 | Assistant Professor | Female | Ph.D | 128 | Yes | Yes | 12-04-2010 | -- | Regular |
| 7 | SREYASHI SARKAR | 37 | Assistant Professor | Female | Ph.D | 124 | Yes | Yes | 13-04-2010 | -- | Regular |
| 8 | SUKUMAR SADHUKHAN | 50 | Associate Professor | Male | M. Phil | 204 | Yes | Yes | 11-05-2010 | -- | Regular |
| 9 | ANJANA BRAHMA | 52 | Associate Professor | Female | Ph.D | 268 | Yes | Yes | 01-06-2010 | -- | Regular |
| 10 | ASGAR ALI | 36 | Assistant Professor | Male | NET | 75 | Yes | Yes | 21-04-2014 | -- | Regular |
| 11 | SOUMANA BISWAS | 32 | Assistant Professor | Female | Ph.D | 62 | Yes | Yes | 05-05-2015 | -- | Regular |
| 12 | MADHURIMA KOLEY | 34 | Assistant Professor | Female | M. Phil | 44 | Yes | Yes | 24-11-2016 | -- | Regular |

| 13 | BAPI KUMAR SARDAR | 32 | Assistant Professor | Male | M. Phil | 95 | Yes | Yes | 23-12-2016 | -- | Regular |
|----|---|----|---|---|---|----|---|---|---|----|---|
| 14 | PRITAM KUMAR PAUL | 30 | Other | Male | NET | 43 | Yes | Yes | 23-12-2016 | -- | Regular |
| 15 | ANUNOY CHATTERJEE | 36 | Assistant Professor | Male | Ph.D | 119 | Yes | Yes | 26-04-2017 | -- | Regular |
| 16 | ANIMESH BAG | 31 | Assistant Professor | Male | M. Phil | 111 | Yes | Yes | 26-04-2017 | -- | Regular |
| 17 | MOHAN BIR SUBBA | 30 | Assistant Professor | Male | NET | 48 | Yes | Yes | 01-11-2019 | -- | Regular |
| 18 | MITHU DAS | 44 | Other | Female | M.A | 215 | Yes | Yes | 16-09-2002 | -- | Regular |
| 19 | SRIPATI PRAMANIK | 49 | Other | Male | M. Phil | 204 | Yes | Yes | 01-08-2003 | -- | Regular |
| 20 | ANUPAM SENGUPTA | 51 | Other | Male | M. Phil | 199 | Yes | Yes | 16-12-2003 | -- | Regular |
| 21 | ANAMIKA ROY | 45 | Other | Female | M.A | 191 | Yes | Yes | 01-09-2004 | -- | Regular |
| 22 | BISHAKHA BANERJEE | 49 | Other | Female | M.A | 228 | Yes | Yes | 02-07-2007 | -- | Regular |
| 23 | APARAJITA MUKHERJEE | 46 | Other | Female | M. Phil | 252 | Yes | Yes | 01-08-2005 | -- | Regular |
| 24 | PUTUL CHAKRABORTY | 54 | Other | Female | Ph.D | 156 | Yes | Yes | 07-08-2006 | -- | Regular |
| 25 | RITUPARNA PAL | 33 | Other | Female | M.Tech | 132 | Yes | Yes | 15-09-2009 | -- | Regular |
| 26 | GOURAB DUTTA | 33 | Other | Male | M.A | 116 | Yes | Yes | 03-12-2010 | -- | Regular |
| 27 | SHUMONIKA GANGOLY | 41 | Other | Female | M. Phil | 71 | Yes | Yes | 01-09-2014 | -- | Regular |
| 28 | MRIDUL KANTI BHAUMIK | 43 | Other | Male | B.E | 249 | Yes | Yes | 12-08-2015 | -- | Regular |
| 29 | SUCHARITA SENGUPTA | 31 | Other | Female | M. Phil | 82 | Yes | Yes | 17-08-2015 | -- | Regular |
| 30 | ANUPAMA ROY CHOWDHURY | 27 | Other | Female | M.Sc. | 36 | Yes | Yes | 01-08-2017 | -- | Regular |
| 31 | SAYAN KUMAR GUPTA | 29 | Other | Male | M. Phil | 24 | Yes | Yes | 17-07-2018 | -- | Regular |
| 32 | DEEPRO MAJUMDER | 27 | Other | Male | M. Phil | 24 | Yes | Yes | 18-07-2018 | -- | Regular |
| 33 | DEBLINA BISWAS | 27 | Other | Female | M. Phil | 22 | Yes | Yes | 04-09-2018 | -- | Regular |
| 34 | PAULAMI PAL | 27 | Other | Female | M.Sc. | 23 | Yes | Yes | 13-08-2018 | -- | Regular |
| 35 | BISWAJIT PANDA | 24 | Other | Male | SET | 17 | Yes | Yes | 01-03-2019 | -- | Regular |

# ACADEMIC & ADMINISTRATIVE AUDIT REPORT

## Academic Year 2020-2021



# K. K. Das College

GRH – 17, Baishnabghata-Patuli,
Garia, Kolkata – 700 084

# K.K.DAS COLLEGE
## GRH-17, BaisnabGhata Patuli
## Kolkata -700084

# ACADEMIC AND ADMINISTRATIVE AUDIT REPORT
# 2020-21

## Content

## Audit Period

This external Academic and Administrative Audit has been done on the basis of the Reports submitted by the various sub-committees, availability of data from office and IQAC and interaction with the functioning bodies and stakeholders of the college for the period 2018-19.

## Audit Date

The audit was conducted on 5$^{th}$ December 2021 and the report was submitted on 6$^{th}$ December 2021

AAA refers to a systematic process of designing, implementing, monitoring and reviewing the Institutional Systems with the objective of mapping of the current attainment / non- attainment of the IS and recommends several corrective and preventive action processes for quality improvements through successive Audit cycles.

## Audit Process

The Auditors visited the offices and the Departments including the library. The auditors interacted with the HoDs, the Conveners and the Coordinators, the teaching and the non-teaching staff, the students but were unable to meet the parents and the alumni. The IQAC coordinator placed all documents and data including Teaching –Learning Report, Report on Quality Initiatives, Add-on Programme report, Infrastructure Report and IQAC Minutes for validation and verification. During the audit, the Annual Internal AAA reports, Financial Internal Audit reports were taken into consideration. Interaction with The Principal, IQAC coordinator, The HoDs, the Office Bearers and other members were made to satisfy several queries with the objective of appreciating the achievements of the institutions which is summed up in the several observations and recommendations.

## Audit Team

**The team consisted of -**

1. Dr. Manas Kr. Baidya, Principal, Malda College, Malda, West Bengal
2. Dr. Rajyasri Neogy, Principal, Vijaygarh Jyotish Roy College, Kolkata, West Bengal.
3. Dr. Tilak Chatterjee, Principal, Bankim Sardar College, 24pgs(S), West Bengal.
4. Dr. Ramkrishna Prasad Chakraborty, Principal, K.K. Das College, Kolkata, West Bengal.
5. Dr. Nasima Munshi, IQAC Coordinator, K.K.Das College, Kolkata , West Bengal

## *Audit Observation and Recommendation Domain (Criterion Wise)*

### CRITERION I – CURRICULAR ASPECTS

### OBSERVATIONS:

- The vision, Mission and objectives are well defined and communicated to the stakeholder through prospectus, Website and in written format in each floor of the College.

- Being an affiliated college, curriculum is designed and developed by the affiliating University.

- Offering 10 General and 6 Honours Courses, Offering 03 diploma courses as well.

- Choice Based Credit System (CBCS) has been introduced in Commerce stream from the Academic year 2017-2018 and in B.A. and B.Sc. stream from the Academic year 2018-2019.

- The College provides study material for the benefit of the students, which is available in the Google Class room. The College has also established a Computer Training Centre in order to provide Computer Literacy.

- No New programmes/courses were introduced during the Academic year 2020-2021

- No formal Value-added courses or life skills courses were offered during the year 2020-2021 ,the IQAC had made some arrangement for life skill training

- In almost all subject there is a scope of field Project, specially one field project is compulsory for each student on Environmental Science.

- Feedbacks from the stakeholder are in place. From the academic year 2018-2019 online feedback system has been introduced for students.

- Online analysis and off line analysis method of feedback are in practice which is placed by IQAC in the Governing Body meeting.

### RECOMMENDATIONS:

- ❖ The college can take initiative to introduce formal value-added and skill based Certificate/Diploma courses for the students.
- ❖ Feedback system should be more structured and strengthened.

# CRITERION II -TEACHING-LEARNING AND EVALUATION

## OBSERVATIONS:

- Detailed prospectus Published regularly every Year in 2020-2021 it was online form.
- College follows online admission strictly on merit basis.
- College follows the policy of reservation.
- Total Number of Full time Teachers in the academic session 2020-2021 was 34
- Total number of students 1597
- Teacher-Student ratio is 1:47
- Mentoring and counseling are in place in a very informal form.
- Study material for slow learners are uploaded in google class room
- Well defined Academic calendar and Academic plans are in place
- In the pandemic period Teachers extensively used ICT in teaching learning and evaluation method, especially Google Workplace were used. Classes were taken in google meet platform. Each Department has Google class room.
- Student centric webinar, were organized by different Departments and Committees in Collaboration with IQAC.
- A strong ICT cell exist they were the resource persons in different workshop in the pandemic period
- 16 teachers are NET Qualified, 8 with Ph.D., 11 with M.Phil. Degree.
- More than 80% of sanctioned seats are filled up by the students. Seats in Reserved Category especially ST Category are not full filed along with some seats in Science stream because of non availability of applications.
  Total applications received in the Academic Session 2020-2021 were 3552 and total admission of students were 593.
- Informal mentoring systems are taking place.
- Almost all sanctioned post of teachers are fully filled except 1.
- One teacher received Ph.D. award in the Academic year 2020-2021

- One line Orientation Programmes for students were organized where the students were made familiar with the college programmes, courses, discipline, mission and vision, curriculum, evaluation procedure and faculty.
- Academic calendar, list of Holidays, various departmental activities and schedule of internal assessment were provided to the students through college website.
- Students are also informed about Government scholarship and stipends along with College scholarships so that the meritorious students coming from economically backward classes can continue their study.
- Orientation programme for the Guardians is organized before the 1st orientation programme of fresher. Parent-teachers' meeting is also held to discuss the students' progress with the guardians, if the need arises.
- Faculty development programmes are attended by the teachers and special training are also conducted by the institution to develop certain skills of the teaching and non-teaching staff.
- The continuous Internal Evaluation is done through class test, Viva-Voce, Final test and Online MCQ test. The setting of question papers and evaluation process is done by the teachers. The result of the internal examination is declared within stipulated period of time and measures for further improvements are discussed in the class.
- Programme outcomes, Programme specific outcomes and course outcomes for all Programmes offered by the institution are informed to the students.
- Students performance in all exam is good with more than 80% passing average
- Majority of students are skilled in computer.

## RECOMMENDATIONS:

- ❖ The college can take initiative to introduce students' and teachers' diary to take note of the improvement and part of the appraisal system.
- ❖ More faculty development programmes should be organized by the institution to make the teachers aware of the modern LMS and MOOCs.
- ❖ More emphasis may be laid on the Continuous Evaluation Process by introducing project and Term papers in the Undergraduate Programmes.

- ❖ Emphasis may be laid on developing the existing Mentoring system by introducing Personal Counseling system.
- ❖ Number of full time teachers must be increased.

## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

### OBSERVATIONS:

- One webinar was conducted on Intellectual Property Rights.
- Few teachers are involved in research work
- The number of Publications in Journal made by the faculty is only 10, Publication of chapter in Books 02, Conference proceeding publication 03
- A good number of Teachers Participated in different webinar.
- The College provides Wi-Fi facility to the students.
- Available of few journals in the Library with INFLIBNET.
- N.S.S unit involved in various social activities including awareness programme.
- Faculty Exchange with local Colleges in three Departments.
- A large number of students Participated in extension activities such as Gender Awareness programme, Blood Donation Programme, Food and cloth distribution programme for Marginalized persons jointly with one N.G.O "Garia Sahamarmi Society" a, Celebration of Vasa Dibas, observation of Independence Day and many others.
- A few Linkages have been established with other academic Institutions.
- MoUs are being signed with other Academic Institution for qualitative development.
- One MoU is being signed with an organization for conducting Add-on Courses for skill Development Programme.

### RECOMMENDATIONS:

- ❖ Research activity should be promoted.
- ❖ Consultancy and extension activity should be initiated.

- Need to encourage for mobilization of research funds from different agencies.
- New Programmes/Courses need to be introduced.
- The college can take initiative to introduce formal value-added and skill based Certificate /Diploma courses for the students.
- Feedback system should be more structured.

# CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

## OBSERVATIONS:

- The College has its own buildings since 2008 having total area of 2778 Sq. Mtrs and built up area of 1372 Sq. Mtrs.
- The College has 12 class rooms, two computer labs with 30 systems, 5 class rooms with LCD projectors and one smart class room. All rooms are enabled with ICT facilities.
- At present the college has a student strength of 1597 number of Govt. Approved permanent teachers including Principal is 16 one librarian and 18 state aided College teachers .
- The library is with OPAC system and the seat capacity in reading room is 24.
- The Library includes more than 13000 printed hard bound book and 3lakh 35 thousand e-books. Number of printed journal in the Library is 6 and e-journal is more than 6000.
- Total number of computer in the college is 59 (Desktop and Laptop).
- Students' Canteen is well maintained.
- All the computers in the College are connected through LAN Internet facilities are available in all the computers laptops cab be connected with internet through WiFi connection
- Wash room facilities for men, women and staff exist.
- Water purifier and generator exist in the College.
- Budgetary provision is made for maintenance.
- The College has lack of infrastructure for sports facilities. Some indoor games facilities are available for Boys students and Girls Students.
- Different Department has book bank facilities for the students.
- Teachers have uploaded their study material for the students.

- In the pandemic period teachers, students and non –teaching staff were completely depended upon ICT.

## RECOMMENDATIONS:

- ❖ Need to provide space for construction of building.
- ❖ Library should be developed with sufficient space and with provision of reprographic facility.
- ❖ Special effort may be taken for the development of Sports facilities
- ❖ More books should be added to the library to cater the demand of the students for job opportunity.
- ❖ Extension of the available physical infrastructure especially room can provide the scope for introduction of new Programmes and certificate courses.
- ❖ More smart classrooms should be made to accommodate.

# CRITERION V - STUDENT SUPPORT AND PROGRESSION

## OBSERVATIONS:

- More than 20% students have been benefited by different scholarships from Government and Aid-fund support from institution during the academic year.
- The institution has Internal Compliant Cell, Anti-Ragging Cell, Minority Cell, SC/ST Cell as a part of transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases.
- More than 30% students are taking admission in various higher educational institutions for doing masters, B.Ed. and other job-oriented courses.
- The Students' Union/Students' council takes active participation in organizing seminars, workshops and all kinds of extension activities in the college. Besides being a part of various statutory bodies of the college, they also actively organize college annual function, Teachers' Day celebration, cultural competition, Annual Social Programme, Publication of Students' Magazine, and Annual Sports etc.
- The institution has a registered Alumni Association but it is not active.

## RECOMMENDATIONS:

- ❖ Capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counseling and Mentoring etc need to be developed.

- ❖ Guidance for competitive examinations and career counseling need to be strengthened.

- ❖ Students' progression on regular basis need to be monitored.

- ❖ The Alumni Association should be encouraged to actively participate in the affairs and events of the College.

- ❖ Though there is a placement cell in the college, it should be made more active for organizing career oriented programmes and placement for the students passing out from campus.

- ❖ Students should be encouraged to participate in various sports and cultural events of various levels. Training camps and workshops related to self -defense measures should be organized to encourage the participation of students in these sectors.

# CRITERION VI –GOVERNANCE, LEADERSHIP AND MANAGEMENT

## OBSERVATIONS:

- The Institution has clear vision, mission in place.
- Governing Body is the highest authority which includes 3 Teaching members, one non Teaching Member, one student Member from College, 2 nominated members by the affiliating University, 3 members nominated by the Department of Higher education, Govt. of West Bengal. Name of the President of The Governing body is also nominated by the Department of Higher education, Govt. of West Bengal. The Principal is the Secretary of the Governing Body.
- College is administrated by the Principal along with different sub committees.
- Governing Body is in charge of the policy making decisions.
- Management Information System is in place.

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- Staff has been provided training for using the e-governance software.
- Regular training and monitoring for the review of performance of staff are taken under consideration.
- Financial Management is done by the Principal along with the Finance Committee.
- Statutory audit is more or less up to date.
- Collection of fees from students is the main resource mobilization part, salary grants are received from the State government.
- IQAC was established in 2010 and it started functioning from 2013 and IQAC become active from the Academic session 2015- 2016.
- IQAC took leading role for quality enhancement.
- Student Support Service connected through website provides all kinds of necessary information such as class routine, academic calendar and so on for proper functioning of the teaching- learning management of the institution.
- The admissions of the students are made completely through online process.
- The institution has a cooperative of its own run by the teaching and the non-teaching staff as part of the welfare measures.
- The institution follows the PBAS (Performance based Appraisal System) for the faculty members.
- The Institution conducts external financial audits regularly.
- IQAC has organized various training programmes for the enhancement of the knowledge of teaching and non-teaching staff on teaching methodologies, ICT skills and administrative software.

## RECOMMENDATIONS:

❖ Institution can implement Performance Appraisal System for teaching and non-teaching staff for recording their daily activities.

❖ More faculty development programmes may be organized to increase the efficiency of the administrative staff.

❖ The college should initiate certain proceedings to generate fund for smooth functioning of the institution.

❖ Resource mobilization is very much needed either from MPLAD or from State Govt. or from any other agencies.

# CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

## OBSERVATIONS:

- E-Waste management exists.
- Use of CFL or LED bulbs, tree plantation and medicinal plantations taken for environmental awareness.
- E-Sanjog, a unique way of communicating with stakeholders through email/SMS/ WhatsApp Group, telegram group is in practice.
- Efforts are taken towards Holistic development
- Work audit calendar is in practice
- 'Quest', a yearly edited book by staff are published irregularly.
- The college organizes Gender Sensitization programme along with seminars and workshops to promote gender equity among students. Women Cell actively monitors and organizes various social activities to create awareness. Gender Audit has also been conducted from the academic session 2018-2019.
- Sanitary napkin vending machine at the girls' common room has been installed with incinerator for disposal.
- The institution provides facilities like security personnel, counselling and common rooms for promoting gender sensitivity.
- College campus is plastic free and Eco club promote green campus
- Principal regularly displays quotation in a separate board for development of Human Values and professional ethics.
- The institution organizes national festivals and birth / death anniversaries of the great Indian personalities.

- The students of N.S.S in collaboration with one N.G.O "Garia Sahamarmi Society" conducted a number of activities in connection to their Health and specially Eye Check up and operation in Collaboration with Adittya Birla Shankara Netralyay for the marginalized section of the society. In the pandemic period Food distribution and cloth distribution among the marginalized section was impressive.
- NSS unit of the college takes special initiative for Clean Campus and special Camp.

## RECOMMENDATIONS:

❖ More initiatives can be taken to engage with and contribute to local community.
❖ Alternate Energy initiatives may be taken into consideration
❖ A Course on Human Values and Professional Ethics may be introduced
❖ More resources can be allotted to create the campus Divyangjan-friendly 'Quest', a yearly edited book by staff need to be published regularly.

Signature of the Academic and Administrative Audit team

Dr. Manas Kr. Baidya,
Principal, Malda College,
Malda , West Bengal.

Principal
Malda College, Malda

Dr. Tilak Chatterjee,
Principal, Bankim Sardar College,
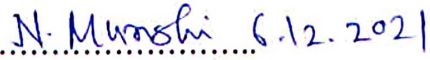24 Pgs (S), West Bengal.

Principal
Bankim Sardar College

Dr. Rajyasri Neogy,
Principal,VijaygarhJyotish Roy College,
Kolkata, West Bengal.

Principal
Vijaygarh Jyotish Ray College
Kolkata -700 032

Dr. Nasima Munshi,
IQAC Co-ordinator, K.K.Das College,
GRH-17, Baisnabghata-Patuli,
Kolkata, West Bengal.

IQAC Co-ordinator
K. K. Das College
GRH-17, Baishnabghata-Patuli
Garia, Kolkata - 700 084

Dr. Ramkrishna Prasad Chakraborty ,
Principal, K.K.Das College,
GRH-17, Baisnabghata-Patuli
Kolkata, West Bengal.

Principal
K. K. DAS COLLEGE
GRH-17, Baishnabghata-Patuli
Garia, Kol-700084

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# 2021-22

# National Institutional Ranking Framework
## Ministry of Education
## Government of India
## Welcome to Data Capturing System: COLLEGE

## Submitted Institute Data for NIRF'2022'

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| UG [3 Years Program(s)] | 845 | 752 | 1597 | 1597 | 0 | 0 | 947 | 478 | 397 | 242 | 0 | 786 |

## Placement & Higher Studies

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| --- | --- | --- | --- |
| | Utilised Amount | Utilised Amount | Utilised Amount |
| Annual Capital Expenditure on Academic Activities and Resources (excluding expenditure on buildings) | | | |
| Library | 43740 (Fortyty Three Thousand Seven Hundred and Forty) | 92660 (Ninety Two Thousand Six Hundred and Sixty) | 85745 (Eighty Five Thousand Seven Hundred and Forty Five) |
| New Equipment for Laboratories | 130553 (One Lakh Thirty Thousand Five Hundred and Fifty Three) | 220700 (Two Lakhs Twenty Thousand and Seven Hundred) | 227215 (Two Lakhs Twenty Seven Thousand Two Hundred and Fifteen) |
| Other expenditure on creation of Capital Assets (excluding expenditure on Land and Building) | 3022 (Three Thousand and Twenty Two) | 270185 (Two Lakhs Seventy Thousand One Hundred and Eighty Five) | 129000 (One Lakh and Twenty Nine Thousand) |

## Financial Resources: Utilised Amount for the Operational expenditure for previous 3 years

| Academic Year | 2020-21 | 2019-20 | 2018-19 |
| --- | --- | --- | --- |
| | Utilised Amount | Utilised Amount | Utilised Amount |
| **Annual Operational Expenditure** | | | |
| Salaries (Teaching and Non Teaching staff) | 34377929 (Three Crore Forty Three Lakhs Seventy Seven Thousand Nine Hundred and Twenty Nine) | 22477498 (Two Crore Twenty Four Lakhs Seventy Seven Thousand Four Hundred and Ninety Eight) | 21075736 (Two Crore Ten Lakhs Seventy Five Thousand Seven Hundred and Thirty Six) |
| Maintenance of Academic Infrastructure or consumables and other running expenditures(excluding maintenance of hostels and allied services,rent of the building, depreciation cost, etc) | 803923 (Eight Lakhs Three Thousand Nine Hundred and Twenty Three) | 1138542 (Eleven Lakhs Thirty Eight Thousand Five Hundred and Forty Two) | 1113744 (Eleven Lakhs Thirteen Thousand Seven Hundred) |
| Seminars/Conferences/Workshops | 4000 (Four Thousand) | 0 (Zero) | 0 (Zero) |

### PCS Facilities: Facilities of physically challenged students

| | |
| --- | --- |
| 1. Do your institution buildings have Lifts/Ramps? | Yes, less than 40% of the buildings |
| 2. Do your institution have provision for walking aids, including wheelchairs and transportation from one building to another for handicapped students? | Yes |
| 3. Do your institution buildings have specially designed toilets for handicapped students? | Yes, less than 40% of the buildings |

### Faculty Details

| Srno | Name | Age | Designation | Gender | Qualification | Experience (In Months) | Currently working with institution? | Joining Date | Leaving Date | Association type |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 1 | RAMKRISHNA PRASAD CHAKRABORTY | 58 | Professor | Male | Ph.D | 384 | Yes | 03-07-2015 | -- | Regular |
| 2 | SOMA MUKHERJEE | 53 | Associate Professor | Female | SLET | 294 | Yes | 06-01-1997 | -- | Regular |
| 3 | RUBI PAUL | 50 | Associate Professor | Female | SLET | 294 | Yes | 13-01-1997 | -- | Regular |
| 4 | RINKU SAHA | 50 | Associate Professor | Female | SLET | 259 | Yes | 22-11-1999 | -- | Regular |
| 5 | BIDYA RATAN TIKADER | 39 | Assistant Professor | Male | Ph.D | 135 | Yes | 12-04-2010 | -- | Regular |
| 6 | NASIMA MUNSHI | 46 | Assistant Professor | Female | Ph.D | 140 | Yes | 12-04-2010 | -- | Regular |
| 7 | SREYASHI SARKAR | 38 | Assistant Professor | Female | Ph.D | 136 | Yes | 13-04-2010 | -- | Regular |
| 8 | SUKUMAR SADHUKHAN | 51 | Associate Professor | Male | M. Phil | 216 | Yes | 11-05-2010 | -- | Regular |
| 9 | ANJANA BRAHMA | 53 | Associate Professor | Female | Ph.D | 280 | Yes | 01-06-2010 | -- | Regular |
| 10 | ASGAR ALI | 37 | Assistant Professor | Male | NET | 87 | Yes | 21-04-2014 | -- | Regular |
| 11 | SOUMANA BISWAS | 33 | Assistant Professor | Female | Ph.D | 74 | Yes | 05-05-2015 | -- | Regular |
| 12 | MADHURIMA KOLEY | 35 | Assistant Professor | Female | M. Phil | 56 | Yes | 24-11-2016 | -- | Regular |
| 13 | BAPI KUMAR SARDAR | 33 | Assistant Professor | Male | M. Phil | 107 | Yes | 23-12-2016 | -- | Regular |
| 14 | PRITAM KUMAR PAUL | 31 | Other | Male | NET | 55 | Yes | 23-12-2016 | -- | Regular |

| 15 | ANUNOY CHATTERJEE | 37 | Assistant Professor | Male | Ph.D | 131 | Yes | 26-04-2017 | -- | Regular |
|----|-------------------|----|--------------------|----|----|----|----|----|----|----|
| 16 | ANIMESH BAG | 32 | Assistant Professor | Male | M. Phil | 123 | Yes | 26-04-2017 | -- | Regular |
| 17 | MOHAN BIR SUBBA | 31 | Assistant Professor | Male | NET | 60 | Yes | 01-11-2019 | -- | Regular |
| 18 | MITHU DAS | 45 | Other | Female | M.A | 227 | Yes | 16-09-2002 | -- | Regular |
| 19 | SRIPATI PRAMANIK | 50 | Other | Male | M. Phil | 216 | Yes | 01-08-2003 | -- | Regular |
| 20 | ANUPAM SENGUPTA | 52 | Other | Male | M. Phil | 211 | Yes | 16-12-2003 | -- | Regular |
| 21 | ANAMIKA ROY | 46 | Other | Female | M.A | 203 | Yes | 01-09-2004 | -- | Regular |
| 22 | BISHAKHA BANERJEE | 50 | Other | Female | M.A | 240 | Yes | 02-07-2007 | -- | Regular |
| 23 | APARAJITA MUKHERJEE | 47 | Other | Female | M. Phil | 264 | Yes | 01-08-2005 | -- | Regular |
| 24 | PUTUL CHAKRABORTY | 55 | Other | Female | Ph.D | 168 | Yes | 07-08-2006 | -- | Regular |
| 25 | RITUPARNA PAL | 34 | Other | Female | M.Tech | 144 | Yes | 15-09-2009 | -- | Regular |
| 26 | GOURAB DUTTA | 34 | Other | Male | M.A | 128 | Yes | 03-12-2010 | -- | Regular |
| 27 | SHUMONIKA GANGOLY | 42 | Other | Female | M. Phil | 83 | Yes | 01-09-2014 | -- | Regular |
| 28 | MRIDUL KANTI BHAUMIK | 44 | Other | Male | B.E | 261 | Yes | 12-08-2015 | -- | Regular |
| 29 | SUCHARITA SENGUPTA | 32 | Other | Female | M. Phil | 94 | Yes | 17-08-2015 | -- | Regular |
| 30 | ANUPAMA ROY CHOWDHURY | 28 | Other | Female | M.Sc. | 48 | Yes | 01-08-2017 | -- | Regular |
| 31 | SAYAN KUMAR GUPTA | 30 | Other | Male | M. Phil | 36 | Yes | 17-07-2018 | -- | Regular |
| 32 | DEEPRO MAJUMDER | 28 | Other | Male | M. Phil | 36 | Yes | 18-07-2018 | -- | Regular |
| 33 | DEBLINA BISWAS | 28 | Other | Female | M. Phil | 34 | Yes | 04-09-2018 | -- | Regular |
| 34 | PAULAMI PAL | 28 | Other | Female | M.Sc. | 35 | Yes | 13-08-2018 | -- | Regular |
| 35 | BISWAJIT PANDA | 25 | Other | Male | SET | 29 | Yes | 01-03-2019 | -- | Regular |

# K. K. Das College

GRH – 17, Baishnabghata-Patuli,
Garia, Kolkata – 700 084



# ACADEMIC ADMINISTRATIVE AUDIT

# 2021-2022

# K.K.DAS COLLEGE

# ACADEMIC AND ADMINISTRATIVE AUDIT REPORT

## 2021-22

## Content

## Audit Period

This external Academic and Administrative Audit has been done on the basis of the Reports submitted by the various sub-committees, availability of data from office and IQAC and interaction with the functioning bodies and stakeholders of the college for the period 2018-19.

## Audit Date

The audit was conducted during 14$^{th}$ and 15$^{th}$ December, 2022 and the report was submitted on 15$^{th}$ December.

## Audit Definition

AAA refers to a systematic process of designing , implementing, monitoring and reviewing the Institutional Systems with the objective of mapping of the current attainment / non- attainment of the IS and recommends several corrective and preventive action processes for quality improvements through successive Audit cycles.

## Audit Process

The Auditors visited the offices and the Departments including the library. The auditors interacted with the HoDs, the Conveners and the Coordinators, the teaching and the non-teaching staff, the students but were unable to meet the parents and the alumni. The IQAC coordinator placed all documents and data including Teaching –Learning Report, Report on Quality Initiatives, Add-on Programme report, Infrastructure Report and IQAC Minutes for validation and verification. During the audit, the Annual Internal AAA reports, Financial Internal Audit reports were taken into consideration. Interaction with The Principal, IQAC coordinator, The HoDs, the Office Bearers and other members were made to satisfy several queries with the objective of appreciating the achievements of the institutions which is summed up in the several observations and recommendations.

## Audit Team

**The team consisted of -**

1. Dr. Debasish Pal, Principal, Uluberia College, Uluberia, Howrah West Bengal
2. Dr. Rajyasri Neogy, Principal, Vijaygarh Jyotish Roy College,South 24-pgs,West Bengal.
3. Dr. Jaydeep Sarangi, Principal, New Alipore College, Kolkata, West Bengal.
4. Dr. Ramkrishna Prasad Chakraborty, Principal, K.K. Das College, Kolkata, West Bengal.
5. Dr. Nasima Munshi, IQAC Coordinator, K.K.Das College, Kolkata , West Bengal

## Audit Observation and Recommendation Domain (Criterion Wise)

### CRITERION I – CURRICULAR ASPECTS

### OBSERVATIONS:

- The vision, Mission and objectives are well defined and communicated to the stakeholder through prospectus, Website and in written format in each floor of the College.

- Being an affiliated college, curriculum is designed and developed by the affiliating University.

- Offering General and Honours Courses, Offering 04 diploma courses as well.

- Choice Based Credit System (CBCS) has been introduced in Commerce stream from the Academic year 2017-2018 and in B.A. and B.Sc. stream from the Academic year 2018-2019.

- The College provides study material for the benefit of the students, which is available in the College website. The College has also established a Computer Training Centre in order to provide Computer Literacy.

- No New programmes/courses were introduced during the Academic year 2018-2019

- No formal Value-added courses or life skills courses were offered during the year 2018-2019 ,the IQAC had made some arrangement for life skill training

- In almost all subject there is a scope of field Project, specially one field project is compulsory for each student on Environmental Science.

- Feedbacks from the stakeholder are in place. From the academic year 2018-2019 online feedback system has been introduced for students.

- Online analysis and off line analysis method of feedback are in practice which is placed by IQAC in the Governing Body meeting.

### RECOMMENDATIONS:

- ❖ New programmes/courses need to be introduced
- ❖ The college can take initiative to introduce formal value-added and skill based Certificate/Diploma courses for the students.
- ❖ Feedback system should be more structured and strengthened.

## CRITERION II - TEACHING-LEARNING AND EVALUATION

### OBSERVATIONS:

- Detailed prospectus Published regularly every Year.
- College follows online admission strictly on merit basis.
- College follows the policy of reservation.
- Teacher-Student ratio is 1:43.82.
- Mentoring and counseling are in place for slow learners.
- Extra classes are taken for slow learners.
- Well defined Academic calendar and Academic plans are in place
- Teachers are using ICT in addition to regular chalk and talk method.
- Student centric seminar, workshop and Surveys are conducted by teachers of different Departments.
- 18 teachers are NET/SLET Qualified, 8 with Ph.D. 4 with M.Phil. Degree.
- More than 80% of sanctioned seats are filled up by the students. Seats in Reserved Category especially ST Category are not full filed along with some seats in Science stream because of non availability of applications.
  Total applications received in the Academic Session are more than 3000 and total admission of students is 618.
- Informal mentoring systems are taking place.
- Almost all sanctioned post of teachers are fully filled except 1.
- Orientation Programmes for students are organized where the students are made familiar with the college programmes, courses, discipline, mission and vision, curriculum, evaluation procedure and faculty.
- Academic calendar, list of Holidays, various departmental activities and schedule of internal assessment are provided to the students through college website and prospectus.
- Students are also informed about Government scholarship and stipends along with college scholarships so that the meritorious students coming from economically backward classes can continue their study.

- Orientation programme for the Guardians is organized before the 1<sup>st</sup> orientation programme of fresher. Parent-teachers' meeting is also held to discuss the students' progress with the guardians, if the need arises.
- Faculty development programmes are attended by the teachers and special training are also conducted by the institution to develop certain skills of the teaching and non-teaching staff.
- The continuous Internal Evaluation is done through class test, Viva-Voce, Final test and Online MCQ test. The setting of question papers and evaluation process is done by the teachers. The result of the Test Examination is declared within stipulated period of time and measures for further improvements are discussed in the class by the teachers.
- Programme outcomes, Programme specific outcomes and course outcomes for all Programmes offered by the institution are informed to the students.
- Students performance in all exam is good with more than 80% passing average
- Majority of students are skilled in computer.

## RECOMMENDATIONS:

- ❖ The college can take initiative to introduce students' and teachers' diary to take note of the improvement and part of the appraisal system.
- ❖ More faculty development programmes should be organized by the institution to make the teachers aware of the modern LMS and MOOCs.
- ❖ More emphasis may be laid on the Continuous Evaluation Process by introducing project and Term papers in the Undergraduate Programmes.
- ❖ Emphasis may be laid on developing the existing Mentoring system by introducing Personal Counseling system.
- ❖ Number of full time teachers must be increased.

## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

### OBSERVATIONS:

- No Workshops/Seminars was Conducted on Intellectual Property Rights.
- Few teachers are involved in research.
- The number of journal Publications made by the faculty is only 13 chapter in books 8,conference proceedings 2 and one complete subject book on Mathematics.
- Few number of Teachers Participated in Seminars/Conferences and Symposium.
- The College provides Wi-Fi facility to the students.
- Available of few journals in the Library with INFLIBNET.
- N.S.S unit involved in various social activities including awareness programme.
- Special camps in backward and slum areas organized to work for marginalized section of the society in association with NGO `Sahamarmi`.
- Faculty Exchange with local Colleges in three Departments.
- A large number of students Participated in extension activities such as Gender Awareness programme, College cleaning and green Campus drive Programme, Blood Donation Programme, Eye operation camp for the Marginalized persons jointly with one N.G.O " Garia Sahamarmi" and Adittya Birla Shankara Netralay, Kolkata , Celebration of Vasa Dibas, observation of Independence Day and many others.
- 14 MoUs/Linkages are being signed with other Academic Institutions for qualitative academic development.
- One MoU is being signed with an organization for conducting Add-on Courses for skill Development Programme.

### RECOMMENDATIONS:

- ❖ Research activity should be promoted.
- ❖ Consultancy and extension activity should be initiated.
- ❖ Need to encourage for mobilization of research funds from different agencies.
- ❖ New Programmes/Courses need to be introduced.
- ❖ The college can take initiative to introduce formal value-added and skill based Certificate /Diploma courses for the students.
- ❖ Feedback system should be more structured.

# CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

## OBSERVATIONS:

- The College has its own buildings since 2008 having total area of 2778 Sq. Mtrs and built up area of 1372 Sq. Mtrs.
- The College has 15 class rooms, one computer lab with 30 systems, 05 class rooms with LCD projectors and one smart class room. All rooms are enabled with ICT facilities.
- At present the college has a student strength of 1612 number of Govt. Approved permanent teachers including Principal is 34 together with one Librarian.
- The library is with OPAC system and the seat capacity in reading room is 24.
- The Library includes more than 13851 printed hard bound book and 3lakh 35 thousand e-books. Number of printed journal in the Library is 8 and e-journal is more than 6000.
- Total number of computer in the college is 56 with 9 laptop.
- Students' Canteen is well maintained.
- All the computers in the College are connected through LAN Internet facilities are available in all the computers.
- Wash room facilities for men, women and staff exist.
- Water purifier and green generator exist in the College.
- Budgetary provision is made for maintenance.
- The College has lack of infrastructure for sports facilities. Some indoor games facilities are available for Boys students and Girls Students.
- Different Department has book bank facilities for the students.
- Study materials for the students are uploaded by teachers in their departmental website / Google Class room.

## RECOMMENDATIONS:

- ❖ Need to provide space for construction of building.
- ❖ Library should be developed with sufficient space and with provision of reprographic facility.
- ❖ Facilities for e-content development may be initiated.
- ❖ Special effort may be taken for the development of Sports facilities

- ❖ More books should be added to the library to cater the demand of the students, especially after the introduction of CBCS system.
- ❖ Language laboratory is to be renewed for the benefit of the students.
- ❖ Extension of the available physical infrastructure especially room can provide the scope for introduction of new Programmes and certificate courses.
- ❖ More smart classrooms should be made to accommodate the students and make the teaching-learning process ICT enabled.

# CRITERION V - STUDENT SUPPORT AND PROGRESSION

## OBSERVATIONS:

- More than 30% students have been benefited by different scholarships from Government and Aid-fund support from institution during the academic year.
- The institution has Internal Compliant Cell, Anti-Ragging Cell, Minority Cell, SC/ST Cell as a part of transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases.
- More than 30% students are taking admission in various higher educational institutions for doing masters degree, B.Ed. and other job-oriented courses.
- The Students' Union/Student council takes active participation in organizing seminars, workshops and all kinds of extension activities in the college. Besides being a part of various statutory bodies of the college, they also actively organize college annual function, Teachers' Day celebration, cultural competition, Annual Social Programme, Publication of Students' Magazine, and Annual Sports etc.
- The institution has a registered Alumni Association but it is not active.

## RECOMMENDATIONS:

- ❖ Capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counseling and Mentoring etc need to be developed.

- ❖ Guidance for competitive examinations and career counseling need to be strengthened.

- ❖ Students' progression on regular basis need to be monitored.

- ❖ The Alumni Association should be encouraged to actively participate in the affairs and events of the College.

- ❖ Though there is a placement cell in the college, it should be made more active for organizing career oriented programmes and placement for the students passing out from campus.

- ❖ Students should be encouraged to participate in various sports and cultural events of various levels. Training camps and workshops related to self -defense measures should be organized to encourage the participation of students in these sectors.

# CRITERION VI –GOVERNANCE, LEADERSHIP AND MANAGEMENT

## OBSERVATIONS:

- The Institution has clear vision, mission in place.
- Governing Body is the highest authority which includes 3 Teaching members, one non Teaching Member, one student Member from College, 2 nominated members by the affiliating University, 3 members nominated by the Department of Higher education, Govt. of West Bengal. Name of the President of The Governing body is also nominated by the Department of Higher education, Govt. of West Bengal. The Principal is the secretary of the Governing Body.
- College is administrated by the Principal along with different sub committees.
- Governing Body is in charge of the policy making decisions.
- Management Information System is in place.
- Staff has been provided training for using the e-governance software.
- Regular training and monitoring for the review of performance of staff are taken under consideration.
- Financial Management is done by the Principal along with the Finance Committee and Bursar.
- Statutory audit is completed up to 19-20. Internal Audit mechanism by reputed audit farm are in place. Internal audit up to 21-22 has already been completed.

- Collection of fees from students is the main resource mobilization part, salary grants are received from the State government.
- IQAC was established in 2010 and it started functioning from 2013 and IQAC become active from the Academic session 2015- 2016.
- Student Support Service connected through website provides all kinds of necessary information such as class routine, academic calendar and so on for proper functioning of the teaching- learning management of the institution.
- The admissions of the students are made through online mechanism developed through ERP.
- The institution has a cooperative of its own run by the teaching and the non-teaching staff as part of the welfare measures.
- The institution follows the PBAS (Performance based Appraisal System) for the faculty members.
- The Institution conducts external financial audits regularly.
- IQAC has organized various training programmes for the enhancement of the knowledge of teaching and non-teaching staff on teaching methodologies, ICT skills and administrative software.
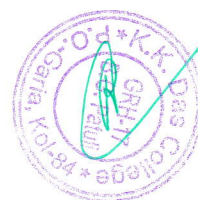
## RECOMMENDATIONS:

- ❖ Institution can implement Performance Appraisal System for teaching and non-teaching staff for recording their daily activities.
- ❖ More faculty development programmes may be organized to increase the efficiency of the administrative staff.
- ❖ The college should initiate certain proceedings to generate fund for smooth functioning of the institution.
- ❖ Resource mobilization is very much needed either from MPLAD or from State Govt. or from any other agencies.

# CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

## OBSERVATIONS:

- E-Waste management exists.
- Use of CFL or LED bulbs, tree plantation and medicinal plantations taken for environmental awareness.
- E-Sanjog, a unique way of communicating with stakeholders through SMS is in practice.
- Efforts are taken towards Holistic development
- Work audit calendar is in practice
- 'Quest', a yearly edited book by staff are published irregularly.
- The college organizes Gender Sensitization programme along with seminars and workshops to promote gender equity among students. Women Cell actively monitors and organizes various social activities to create awareness. Gender Audit has also been conducted from the academic session 2018-2019.
- Sanitary napkin vending machine at the girls' common room has been installed with incinerator for disposal.
- The institution provides facilities like security personnel, counselling and common rooms for promoting gender sensitivity.
- College campus is plastic free and Eco club promote green campus
- Principal regularly displays quotation in a separate board for development of Human Values and professional ethics.
- The institution organizes national festivals and birth / death anniversaries of the great Indian personalities.
- The students of N.S.S in collaboration with one N.G.O "Garia Sahamarmi" conducted a number of activities in connection to their Health and specially Eye Check up and operation in Collaboration with Adittya Birla Shankara Netralyay for the marginalized section of the society.
- NSS unit of the college takes special initiative for Clean Campus and special Camp.
- Under the direct supervision of Principal, a Camp was organized for Trekking, mountain cleaning and participation in advance sports activity.

## RECOMMENDATIONS:

I. More Add-on course may be introduced
II. A potential college for ICT empowerment may install ICT tools in all lecture rooms.
III. 'Quest', a yearly edited book by staff need to be published regularly.
IV. Industry sponsored research work should be encouraged.
V. Sports facilities for students need to be improved
VI. Scholarship from College may be increased
VII. Energy audit should be initiated
VIII. Alternate Energy initiatives may be taken into consideration
IX. A Course on Human Values and Professional Ethics may be introduced
X. Green audit is yet to be initiated.

Signature of the Academic and Administrative Audit team


*Debasish Pal*

.........................
Dr. Debasish Pal,
Principal, Uluberia College,
Uluberia , Howrah
West Bengal

Principal
ULUBERIA COLLEGE
Uluberia, Howrah

R. Neogy 15.12.22
.........................
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Principal
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Kolkata-700 032

*Sarangi*

.........................
Dr. Jaydeep Sarangi,
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