

ACADEMIC AUDIT REPORT 2017-2018

Audit Framework and detailed findings

The following audit framework is used for conducting Academic Audit.

PARTICULARS

• Has Institution appointed a permanent Principal?	No
• Is she/he Ph.D.?	NA
• Is there a College web site?	Yes
• Is it updated till date	Yes
• Is the perspective and strategic plan prepared and being followed in the Institution?	Yes
• Number of programmes/courses offered	
CBCS system:	Honours and Programme
UG (Annual) System:	B.A. B.Sc, B.Com (Honours and General
PG (Regular):	M.A in Sanskrit
PG (DODL):	M.A in Bengali, English and History
• Number of effective teaching days	
(Number of working days – Exam days)	
140 or >140	Yes (Annexure-I)
120-139	
100-119	
<100	
• Total Permanent Staff (Teaching):	45(Permanent Faculty) 9 (Part time Faculty) 1 (Contractual Faculty)
• Total Non-Teaching Staff	8
• Student-Teacher ratio:	145.8 : 1
• Percentage of students who have graduated during this session:	82.27%

Name of the Department	No. of Students appeared in the final year examination.	Pass Percentage	Percentage of students obtaining First class	Percentage of students obtaining Second class
Mathematics	40	80% (32)	5%	75%
Physics	19	74% (14)	5.2%	68.8%
Chemistry	15	80% (12)	13%	67%
Botany	13	84% (11)	7.6%	76.4%
Zoology	18	83% (15)	27.7%	55.3%
Environmental Sciences	10	70% (7)	40%	30%
Bengali	125	95% (119)	10%	85%
English	55	67% (37)	0	67%
History	67	76% (51)	0	76%
Political Science	34	94% (32)	3%	91%
Philosophy	19	73% (14)	5%	68%
Economics	0	N.A	N.A	N.A
Sanskrit	110	64% (70)	17.2%	46.8%
Education	25	92% (23)	16%	76%
Commerce	27	85% (23)	3%	82%
B.A. General	630	87% (549)	0	87%
B.Sc. General	53	92% (49)	1.8%	90.2%
B.Com. General	27	85% (23)	3.7%	81.3%
M.A(Sanskrit)	23	100% (23)	34.7%	65.3%

• Use of any other Teaching – Learning Tools

OHP	Yes
LCD	Yes
Videos	Yes

• Use of ICT in teaching – Learning Evaluation

e-journals	Yes
IT enabled classrooms	Yes
Online assessment	No
Online assignment submission	No
Online feedback on teaching & learning	No

• Use of Power Points in Classes

>50% students	Yes
< 50% students	

- Do you offer Bridge Courses/ remedial courses? No
- Are projects, assignments, field work, seminars etc. part of curriculum? Yes
- A. Evaluation of Teachers by Students Yes
- B. Is it **analysed and ☐ communicated? **Yes ☐ No
- Innovative teaching practices Yes
- How many faculties have attended FIP? None
- Faculties who have attended Refresher or Orientation Courses
 - 71% to 100%
 - 41% to 70%
 - Up to 40%
 Yes (Annexure – II)
- Participation of Faculties in Capacity Building Workshops (CBCS, MMI, UDISHA, NME-ICT, KMP etc.)
 - 71% to 100%
 - 41% to 70%
 - Up to 40%
 Yes
- Teachers profile
 - a. Percentage of teachers with Ph.D as the highest qualification: 50% approx
 - b. Percentage of teachers with M.Phil as the highest qualification: 5% approx
 - c. Percentage of teachers with UGC NET or SLET: 60% approx
- Publications (Last 3 years):
 - Articles in Journals, Books and Edited volumes 106 (Annexure –III)
- Are you generating resources through consultancy? No

- Sponsorship of events and resources generated NA
- State /National/ International level Seminars/ workshops/conferences organized during last 1year/ 2 years. None
- Number of Faculties engaged in research:
 - a. Sponsored research projects: (Annexure – IV)
 - Completed _____ 1 (Dr. S. Choudhury)
 - Ongoing _____ 1 (Soma Seth Duley)
- Faculties' participation in Seminars and Workshops: 40 (Annexure – III)
- Contribution of the faculty in Course Design
 - 51% to 100%
 - 26% to 50%
 - 5% to 25%
 - <5%

Yes
(3 members in U.G. Board of Studies)
- Extent to which lecture plans and outlines (log books) are prepared and implemented by the individual faculty?
 - 81% to 100%
 - 51 % to 80%
 - 31 % to 50%
 - <30%

Yes
- Is academic calendar being prepared and implemented? Yes
- Number of professional Programmes held for Non-teaching staff in the last two years: No
- Is the College Library automated? 50% done.
 - a. Record of Books Yes

- b. Issue and Return of Books Yes
- Does the library provide open access facility?
 - a. To all Yes
 - Is there Internet facility in the library?
 - a. For All Yes
 - Office Automation
 - Administration
 - a) Admission Processes
 - Online Admission: Yes
 - Other Processes only: Yes (Partial)
 - b. Enrollment: Yes
 - c. Maintenance of Records Yes
 - d. Declaration of Results Yes
 - Accounts
 - a. Fees Collection Yes (Partial)
 - b. Maintenance of accounts Yes
 - Is there an Anti ragging Cell in the college? Yes
 - Are there any Welfare schemes? Yes (Annexure – V)
 - If Yes, List them _____
 - Is there a Women's Development Cell/Anti Sexual Harassment Cell? Yes
 - Is there a functional Alumni Association? (minimum of 1 meeting per year) No
 - Do you organize Institution & Stake holders Interaction Cell (ISIC) meet? (minimum one meeting per year) (Stake holders : Governing Board, Parents, Alumni, Industries, etc.) No

- Extent of grant utilization (UGC + Government+fees) in the last two years:

Utilization %	100%	Yes
	75%	
	50%	
	Less than 25%	

- Innovative Practices:
- Number of Outreach projects

(Annexure-VI)
(Annexure – VII)

NSS	Yes
NCC	Yes
NGO's	No
Own funds	Yes
Local funds	Yes
Govt. funds	Yes

- Does the Institute do anything for the improvement in learning quality enhancement?

Yes

If yes, List them _____.

1. Library orientation Programme (Held on 17.01.2018)
2. Students seminar (by respective departments)
3. Publication of wall magazine (On 18.9.2.17)

- Do you conduct study visits, field trips, Exhibitions learning quality enhancement?

Yes (Annexure - VIII)

- Are any Personality development programmes conducted?

No

- Do you organize & document various extra curricular activities?

Yes

- a. Is there a student council in place?

Yes

- b. How often do they meet per year?

2 or more times

Yes

Once only

- Does your College have any Feedback

Mechanism (students and Parents):

Yes (Annexure – IX)

- Do you have any Community Audit Mechanism?

No

Nabadwip Vidyasagar College

Annexure – I

Academic Calender for the year 2017-18

MONTH	TOTAL DAYS	TEACHING DAYS	SUNDAY	HOLIDAY	SUSPENSION OF CLASSES DUE TO COLLEGE ACTIVITY	CLASSES DUE TO UNIVERSITY EXAM	SUSPENSION OF CLASSES DUE TO COLLEGE EXAM	WORKS RELATED TO ELECTION COMMISSION	RECESS	VACATION	REMARKS
JULY 2017	31	20	5	1(1/7 Bidhanch Roy Birth and Death celebration)	0	5(3/7 to 5/7 – Part II, 25/7, 29/7- Part I)	0	0	0	0	
AUGUST 2017	31	12	4	3(7/8 RakhiPurnima, 14/8-Janmastami, 15/8-Independence Day)	0	12 (1/8 to 31/8 – Part I Exam)	0	0	0	0	
SEPTEMBER 2017	30	17	4	2(2/9-Id-uz-zoha, 17/9-Viswakarma Puja, 19/9-Mahalaya*)	0	1 (1/9 – Part-I Exam)	0	0	0	6	(20/9 - 21/9- NAA C. Peer Team Visit)
OCTOBER 2017	31	5	5	4 (1/10 Maharram, 2/10-Gandhi Jayanti, 27/10-Chhat Puja, 28/10-	0	0	0	0	0	17	

				30/10 Jagaddhatri Puja							
NOVEMBER 2017	30	22	4	4 (3/11-6/11 Rash Yatra, 7/11- Guru Nanak's Birthday)	0	0	0	0	0	0	
DECEMBER 2017	31	16	5	2 (2/12 Fateha DoazDaham, 25/12- Christmas)	8(21/12-22/12- Annual Sports, 23/12, 26/12-31/12 Principal's Discretion),	0	0	0	0	0	
JANUARY 2018	31	21	4	6 (1/1-2/1 New Year day, 12/1- Vivekananda Birthday, 14/1-Pous Parvan, 22/1- Saraswati Puja, 23/1- Netaji Birthday, 26/1- Republic Day)	0	0	0(29/1-30/1- Part III Test Exam)	0			
FEBRUARY 2018	28	22	4	2 (14/2-15/2 Shivaratri)	0	0	0(27/2- Part II Test Exam)	0	0	0	

MARCH 2018	31	14	4	4(1/3-3/3 Doljatra, 30/3-Good Friday	0(8/3- Blood Donation)	9 (20/3 to 29/3 -Part III Exa m)	0	0	0	0	
APRIL 2018	30	23	5	2 (14/4 ChaitraSankr anti, 15/4 Bangla Nababarsha, 30/4-Buddha Purnima)	0	0	0(17/ 4 - Part I Test Exam)	0	0	0	
MAY 2018	31	8	4	3 (1/5 May Day, 2/5 Sobebarat, 9/5 RabindraJaya nti	0	2(28/ 5 and 31/5 - Part II Exa m)	0	2 (14/5- 15/5 - Pancha yat Electio n)	12		
JUNE 2018	30	0	4	0	0	15(5/ 6 to 29/6 - Part II Exa m)	0	0	11		
TOTAL	365	180	52	33	8	44	0	2	23	23	

Annexure – II

Name of the Course	No. of faculty member	Name of the Faculty	Name of the Department	Date/ Duration
Refresher	3	Shampa Das	Philosophy	01-22 Feb, 2018
		Suchismita Chatterjee (Saha)	Zoology	06-26 July, 2017
		Arun Kumar Biswas	English	09-29 Feb, 2018
Orientation Programme	3	Bhaskar Chatterjee	Chemistry	01-28 Aug, 2017
		Ashim kumar Biswas	Physics	15 Feb-14 March, 2018
		Soma Seth (Duley)	Chemistry	07 Nov-04 Dec, 2017

Annexure – III

Name of the Department	Year/ Session	No(s) of Publication	No(s) of Seminar/Workshop, Participated in
Physics	2015-2016 2016-2017 2017-2018	20	5
Zoology		11	9
Chemistry		11	4
Mathematics		21	4
ENVS		2	0
Botany		13	1
Sanskrit		6	0
English		6	6
Bengali		5	4
History		4	3
Economics		0	0
Commerce		7	0
Political Science		0	1
Philosophy		0	3
TOTAL		106	40

(Annexure – IV)

Nature of the Project	Status (Completed/ Ongoing)	Duration Year	Name of the funding Agency	Total grant sanctioned	Submission date
Major projects	Ongoing (01)	3 years (2016- 2019)	DST-SERB	10.3 Lakhs (Ref No.- SB/FT/CS- 088/2014)	-
Minor Projects	Completed (01)	2 years (2014- 2016)	UGC	4.10 Lakhs	Final report submitted in 2018.
Total			02		

(Annexure – V)

Welfare schemes:

Teaching staff	Nil
Non teaching staff	Nil
Students	1. Financial support from institution 2. Financial support from government including Kanyasree 3. Occasional Financial support from other sources

(Annexure-VI)

Innovations and Best Practices

Innovations introduced during this academic year which have created a positive impact on the functioning of the institution:

- Starting from the academic session 2018, Kalyani University planned to introduce the CBCS curriculum in the undergraduate colleges. To successfully implement the CBCS curriculum, the college Routine was totally revamped as per the new guidelines of the Kalyani University. For the purpose of successful implementation of the CBCS curriculum, some of the teachers attended a few seminars and workshops organized by Kalyani University and other colleges.
- Nabadwip Vidyasagar College arranges for publication of Wall-magazine and the students of the college take active participation in preparation and publication of the Wall-magazine.
- The publication and the research cell of the College has efficiently published the 'Teachers' Journal' which is a Peer- reviewed ISSN journal. The editorial Board consists of Teachers of Kalyani University and this is used as a platform for interaction.

- The college is in the process of Digitisation of the library and E-learning is facilitated in the Library of the College. The college measures the footfall of the students through a registrar. This is proposed to be done through technology which would give more accurate result.
- The college organises the Sports of the college (in House and Field). The opportunity is taken to interact with the people of the locality as they are invited to take part in the event, specially the outdoor sports.
- The college has a Garden for medicinal plant which is looked after by the Zoology Department of the College.
- The college proposes to organise Parent-Teacher Meeting on a regular basis.
- The college proposes to organise induction programme of 'the' students for the new CBCS curriculum and the new examination regulation.
- Interactive web sessions are attended by the students where the Vice-Chancellor of Kalyani University and other senior Resource Persons deliver lectures.

Best Practice I

1. Title of the Practice: Extending Higher Education

2. Objectives of the Practice

The growing population of West Bengal poses a challenge towards higher education. Higher education is at a cross-road too since the average age of the populace is comparatively lower. Providing quality education is quite a challenge for an ever-growing populace (quality vs. quantity). Nabadwip Vidyasagar College is facing a similar challenge in following the policy of the government of West Bengal. The aim of the college is better education for greater numbers.

3. The Context

Nabadwip Vidyasagar College caters to the higher education needs of a large area of Nadia and Bardhaman. Located at the border of Nadia-Bardhaman, it caters mainly to a semi-urban population. The college faces a huge influx of students as the neighbouring colleges are more than 50 km away. Providing quality education is becoming harder as the upsurge of students is disproportionate with the number of faculty.

4. The Practice

Higher technology of audio-visual or multimedia enabled learning is employed in the "Smart classroom" where the faculty engages with the pupils regularly. Live and online classes with inputs from Kalyani University faculty are possible now with broadband VOIP and Google Duo enabled classes. A well stocked library is indispensable for higher education. Nabadwip Vidyasagar College places special weightage on its library. Lending and reading room facility usage is monitored both manually and electronically. Library work is encouraged in the class room too. Departments organize student seminars and wall-magazine competitions regularly. Career counseling seminars are organized by the corresponding committees too.

5. Evidence of Success

In addition to conventional class tests, Test Exams, Internal assessments and remedial classes innovative teaching and learning is adopted through interactive sessions, viva voce, home assignments, cultural competition, seminar, wall magazine, quiz competition etc. Seminars organised in this purpose cater not

only on the curricular aspects but also towards many affairs related to career development, legal awareness etc.

6. Problems Encountered and Resources Required

High speed internet connection is required for online classes with the University but it is almost absent in the college. Funds are required for the same. A second 'smart' room is very much required for the College which can be proceeded only with the influx of funds. Regarding seminars it is observed that spoken English is another issue which needs to be improved upon. Thus language lab is in the pipeline.

Best Practice - II

1. Title of the Practice: Community services provided by NSS volunteers

2. Objectives of the Practice

Nabadwip Vidyasagar College is situated at a semi urban area and caters to the higher education and other social needs of the municipality of Nabadwip and the surrounding villages. It is very important for the college to carry on its outreach programmes so that it can have positive linkage with the society to which it belongs. NSS activities is one such programme where the college can outreach the society.

3. The Context

Nabadwip Vidyasagar College is situated in a very strategic tourist location. Millions of tourists visit Nabadwip and Mayapur during the year. During festivals like 'Rash jatra' and 'Doljatra' there is huge influx of tourists in the city of Nabadwip. Thus, outreach programmes are of critical importance. The college considers the NSS activities very important and takes up the matter seriously.

4. The Practice

Nabadwip Vidyasagar College is committed to perform community and social services under the National Service Scheme (NSS). The volunteers of NSS regularly participate in different social activities catering to the different needs of the society. The College had received grants from Kalyani University to conduct all the programs for every financial year.

Programmes are classified as general camps and special camps. One day programs are conducted under the general camp scheme and a seven-day long outstation camp, very close to college location, is organized under the special camp scheme.

The college have more than hundred (100) volunteers. Fifty percent of the volunteers are taken from the new entrant students and the balance is taken from senior students. Every year the college adds fifty (50) NSS volunteers from the new student pool.

5. Evidence of Success

College NSS has taken various programmes during the academic session 2017-2018 which have set a huge impact in and outside the college campus. *(Details of NSS activities are provided in annexure-VI)*

6. Problems Encountered and Resources Required

It has been increasingly difficult to induce students into NSS activities as the students are often involved in local club activities. Funds received from Kalyani University are also insufficient and falls short of requirement.

(Annexure – VII)

Outreach projects:

NSS activities (2017-18)

Nabadwip Vidyasagar College is committed to perform community and social services under the National Service Scheme (NSS). We have received grants from our affiliated university that is University of Kalyani to conduct all the programs for every financial year.

All the programs are generally classified into two groups: General Camp and Special Camp. Short duration program, usually one day program is conducted under the General Camp scheme and a seven day long outstation camp, very close to college location, is organized under the Special Camp scheme.

We have a very dedicated team comprised of 100 volunteers. Fifty percent of the volunteers are taken from the First year students group and the rest is from the Second year students group. Every year we add 50 NSS volunteers from the new student pool. We also take care of the proper gender balance during the formation of the NSS team.

Three general camps and one special camp were conducted during the last academic session that is 2017-2018. In addition some important days such as Republic day, Independence day, World AIDs day (1st December) and World Environment Day (5th June) were also celebrated.

A very brief overview of the three general camps and one special camp is provided below:

Name of the Program	Duration/Nature	Number of Participants	Remarks
Cleaning and Providing Health and Hygiene Tips in the Slum Area located at vicinity of the college	Two days/ General Camp (12.08.2017-13.08.2017)	100	We have also distributed Phenyl, Bleaching powder, hand wash and soap.
Blood Donation Camp	One day/General Camp(08.03.2018)	15	Donated blood
Cleaning College Campus specially the college medicinal garden	Two days/General Camp(11.09.2017-12.09.2017)	100	Medicinal garden and the entire premises is cleaned.
Yoga camp at a primary	Seven days/ Special	50	Program is conducted at

school, survey on social issues	camp(9.3.18-16.3.18)		the Bablari I gram panchayat.
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It is needless to say that our dedicated team has tried their best to perform their value-based social responsibilities to reach the people with the help of NSS. It may be small with respect to the larger society but it can't be ignored. Hope these small steps will certainly bring sea-change in future. We will continue our program with more enthusiasm in the days to come.

NCC activities (2017-18)

Nabadwip Vidyasagar College National Cadet Corps B & C Certificate Examination Results in 2017-2018

Year	B Certificate for Boy's	B Certificate for Girl's	C Certificate for Boy's	C Certificate for Boy's
2017-2018	71 Students were declared as passed	35 Students were declared as passed	21 Students were declared as passed	15 Students were declared as passed

Benefit of C certificate holders:

1. For the candidates who aspire to join the defense forces, NCC 'C' Certificate is a golden opportunity for them to go through SSB directly
2. Indian Military Academy-(IMA) 13-15 Vacancies reserved for NCC 'C' Certificate (Army Wings) holders.
3. Officer Training Academy, Chennai- 50 Vacancies for 'C' Certificate holders for NCC Spl. (Non-Tec)
4. Para Military Forces 2 to 10 bonus marks awarded for recruitment.
5. CRPF- NCC Cadets holding 3rd division degree eligible for recruitment to gazette post and etc.
6. In every year a large number of NCC Students of our College have been selected and recruited in Indian Armed Forces.

Activities for the Academic year 2017-2018

1.	Independence Day (15-08-2017)	College Premise	All cadets are participated in NCC parade for celebration of the 71 Independent Day
2.	Netaji Subhas Chandra Bose Birth Day (23-01-2018)	College Premise	All cadets are participated in NCC parade for celebration of the 122 Birth anniversary of Netaji Subhas Chandra Bose

3.	Republic Day (26-01-2018)	College Premise	All cadets are participated in NCC parade for celebration of the Republic Day
4.	International Yoga Day	College Premise	Our NCC Unit organized 5 th International Yoga Day at 21 st June in this Programme 5 Associate National Cadet Corps Officers and 400 Cadets are actively Participated.

(Annexure - VIII)

Study tour report for the year 2017-18.

Name of Dept.	Place of visit	Tenure	Whether recommended in syllabus or not
Chemistry	Digha	11.01.18-13.01.18	NO
Botany	Kuldigha	31.01.18-05.02.18	YES
Environment Science	Dooars And Surroundings	12.01.18-17.01.18	YES
Mathametics	Dooars And Surroundings	18.1.18-21.1.18	NO
Zoology	Visakhapatnam And Surroundings	05.12.17-10.1.17	YES
Political Science	Bolpur, Shantiniketan	ON 06.03.18	NO

(Annexure – IX)

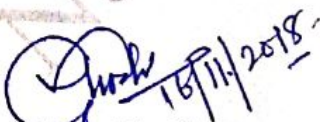
Students' Feedback Analysis Report (2017-2018)

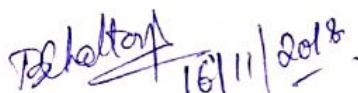
This report is based on a student feedback made by all the outgoing students (Session: 2017-18) of various Departments of this College. The feedback is on the present curriculum, they are in, and on overall teaching and on divergent College matters like campus amenities, infrastructural facilities etc. In the questionnaire there are almost twenty questions. Regarding the comprehensibility of the Syllabus, 42% of the students marked it as difficult or poor, whereas almost 12% marked as not problematic at all. They mark it as 'excellent'. Some consider it as manageable but dull i.e. 'fair' and a negligible part marked it as too difficult i.e. 'very poor'. Divergent opinions have been got regarding the 'completion of syllabus' option. Some said it is between 90 to 100% i.e. 'excellent'; 20% marked it in between 75% and 90% i.e. 'good', whereas 35% of the students marked it in between 50-75% or 'fair'. 90% of the students opine that the practical classes are done exactly as it ought to be, with proper timeliness. Regarding the choice of course offered, 65% of the students marked it as good while regarding the teaching staff of the departments, 61% said it good where 27% marked as Very Good. For the question relating to the interaction with faculty or 'Teacher-student Relationship', 41% said it is Very good where almost 26%

marked it as good. Regarding the 'Fairness of internal evaluation' almost 79% marked as Good and Very Good. Almost 65% of the students have considered that there is good availability of books in Library where 45% have marked the library services as good and 35% as average. Regarding the Computer facilities of course work almost 82% have marked it as good and something average. 62% of the students have considered Canteen facilities as good where 70% have marked the Recreational facilities as Very good. So far as the student facilities (common room, Drinking Water, toilet etc.) are considered, almost 50% have marked it as good. Regarding the 'interaction with office staff' 70% of the students have marked as good, 6% as Very good and 14% as average whereas almost 67% considered the non-teaching staff as helpful and they are happy with them. Almost 73% of the students have considered that they can do good interaction with the College Administration whereas 10% of them have marked it as Average. Almost 92% of the students are happy with the communication facilities, whereas most of them mark the 'hostel facilities' as very poor. Almost 55% of the students are contented with 'extra-curricular activities' whereas 85% of them mark the 'hostel facilities' as very poor. An average section of students (almost 50%) consider the medical facilities as adequate, whereas almost 63% of them consider the campus as clean.

Parents' Feedback Analysis Report (2017-2018)

Analysing the feedback given by the parents of the students it is found that all the guardians who attend the parent-teacher meeting, have been informed of their ward's attendance and performance. So far as the programmes for the enhancement of the students' personality are concerned, most of the feedbacks go against it. Most of the guardians are satisfied with the quality of teaching offered by the Institute but they have shown their concern regarding the discipline matters. According to them the Teaching-learning environment is good and so is the guidance from the teachers but they have found average conditions of classrooms, Labs and Library facilities. They are with the suggestions that more classroom, better equipments and more books are needed at the College. Regarding the extra-curricular activities, the parents have given an average feedback.


Signature of the Convener
Academic Sub-committee


Signature of the IQAC Coordinator
Nabadwip Vidyasagar College


Teacher-in-Charge
Nabadwip Vidyasagar College