

Date: 12/08/2023

To
The Principal
Bejoy Narayan Mahavidyalaya
Itachuna
Hooghly
West Bengal

Subject: Audit Report Submission by the University Audit Team

Sir

After verification of all the aspects in the College and necessary assessment of the report on "Academic Audit" submitted by your College for the academic years 2017-'18, 2018-'19 and 2019-'20, we are hereby submitting the Reports on "Academic Audit" of your College for 2017-'18, 2018-'19 and 2019-'20 in the attached sheet for your kind perusal and further necessary action at your end.

We request you to please acknowledge and oblige.

Thanks and regards,

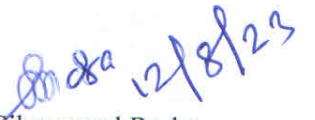
Yours sincerely,


Dr Tanmoy Dasgupta
Professor & Head
Deptt. of Business Administration
The University of Burdwan
Burdwan

Dr. Tanmoy Dasgupta
Professor
Dept. Of Business Administration
The University of Burdwan
Burdwan - 713104, W.B.


Dr Apurba Ratan Ghosh
Professor & Head
Deptt. of Environmental Science
The University of Burdwan
Burdwan

Professor & Head
Environmental Science
The University of Burdwan
Burdwan


Dr Sibaprasad Rudra
Principal
Vivekananda Mahavidyalaya
Sripally
Purba Bardhaman

Principal
Vivekananda Mahavidyalaya
BURDWAN

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AUDIT REPORT ON ACADEMIC AUDIT

CERTIFICATE

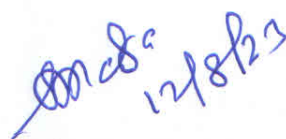
This is to certify that the Academic Audit Report of Bejoy Narayan Mahavidyalaya, Itachuna, Hooghly is based on the original data collected during the period of 2017-'18, 2018-'19 and 2019-'20. This has been independently assessed and is applicable to the service range of providing quality Education, Training and Mental Support to the students for their enriched future and career. Further, it is certified that the baseline data was prepared by internal Institutional Audit Team of Bejoy Narayan Mahavidyalaya, Itachuna and submitted to us. The content of the baseline data of the study has been personally verified by the Expert Team constituted by the University of Burdwan including external expert members for validity and reliability. The data used in the study are original in nature and have not been presented or published elsewhere. Departmental Profiles are used in the report which are taken by the Institutional Academic Audit Team during preparing their Report of the concerned year.


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BEJOY NARAYAN MAHAVIDYALAYA
ESTD. 1950

ACADEMIC AUDIT REPORT

ACADEMIC YEARS: 2017-'18, 2018-'19 & 2019-'20

Schedule for Academic Audit
(August 12, 2023)

Time	Schedule	Venue
11:00 AM	Introductory Meeting with Principal	Office Chamber of the Principal
11:30 AM	Meeting with the Faculty Members	Office Chamber of the Principal
12:00 Noon – 2.00 PM	Presentations by Different Departments	
02:15 PM	Lunch	
03:00 PM – 05.00 PM	Presentations by Different Departments	
05:00 PM	Tea	
05:15 PM	Meeting with faculty and administrative members to discuss on “Preparedness on SSR”	


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1. Introduction

Bejoy Narayan Mahavidyalaya is located in the village named Itachuna. The college was first accredited by NAAC in March 2007 and subsequently on April 2015. The College has a lush green ambience. The canopy of the trees provides carbon neutrality and also hosts a wide variety of birds like parakeet, sterling, barn owl, Indian scoops owl, *etc.*, through 33 nest buildings. In course of time, the institutional vision has widened and developed to establish the goals to provide higher education as well as quality education. The college runs two sessions in a day, one session in morning and the other one in daytime. Presently, there are 13 Honours subjects and 15 general subjects; Santhali is now added to it. There are two boys' hostels, and also one UGC-funded girls' hostel inside the college campus.

Audit Committee

The authority of the University of Burdwan has constituted a three-member committee to conduct Academic & Administrative Audit of the Bejoy Narayan Mahavidyalaya. The Audit Committee is comprised of the following members:

- (i) Dr. Tanmoy Dasgupta, Professor & Head, Deptt. of Business Administration, The University of Burdwan, Burdwan.
- (ii) Dr. Apurba Ratan Ghosh, Professor & Head, Deptt. of Environmental Science, The University of Burdwan, Burdwan.
- (iii) Dr. Sibaprasad Rudra, Principal, Vivekananda Mahavidyalaya, Sripally, Purba Bardhaman.

2. Objective & Scope of the Audit

Dr. Goutam Bit, Principal, in presence of other faculty members at a preliminary meeting, held on 12-08-2023 at 11.30 am, outlined the broad objectives of the academic audit as an assessment of the College. Accordingly, the audit team members decided to look into the prevailing situation at the college to assess the following aspects in course of the audit.

Scope

- Methodology of teaching and learning adopted for the different courses run by the college
- Functioning of the laboratories and computer facilities
- Examination and Evaluation system
- Activities of the Internal Quality Assurance Cell
- Functioning of the Central Library and the Central Research Facility and Sports Office
- Outreach Programmes conducted by the college including the NCC/NSS Programmes
- Alumni and their contributions to the college
- Opportunities and scope of improvements in the major functional areas.

The team is empowered and expected to express their views and give suggestions for the improvement of the systems being followed by the College.

3. Methodology

At the meeting with the Principal and other faculty members, in absence of the Coordinator-IQAC, including the officials, a discussion was made with the Principal, which gave a general and broad profile of the facilities and activities of the college. The new facilities that have been added and some new initiatives, which are in the process of being developed, were also noted by the audit team.

The Audit team enquired from the in-charge/coordinators about the departmental activities and facilities, and had brief interactions with the faculty and support staff of each department. Visits to the laboratories, computer facilities, the library and some of the other facilities of the college were accommodated in the schedule arranged by the college to enable the Audit Committee to acquire relevant first-hand information.

Based on the departmental profile, information/data from the available documents and the interactions with the Head/Coordinator relating to different components of the department/institution, the Audit Committee has made a sincere endeavour to put forward certain views, observations and recommendations in the body of this report with expectations that these recommendations, when implemented, will best serve the interest of the college as intended.

4. Distinctiveness of Institutional achievements:

1. College has a good green ambience covering approximately 4.39 acres of green areas and maintaining greenery in the college campus.
2. College is maintaining biodiversity, sacred groves, *etc.*, within the campus and also participate in preventing pollution in and around the campus.
3. Presently the college is running two sponsored projects - one on Biodiversity under Dr. P Kamilya and another on Migratory birds under the institutional nature club 'Canopy'.
4. Principal was awarded with "Sundarlal Bahuguna Award".
5. Some of the best practices such as campus cleaning, maintaining tree plantation, sacred groves, floral biodiversity register, and introducing plastic free zone, No Horn area, *etc.*, are followed in the campus.
6. College has taken independent initiative to install a 2.3 KVA off-grid solar power plant.
7. College is taking care of disposing the wastes in and around the campus including hazardous chemical wastes.
8. All teaching and non-teaching staff members, and students are having awareness about cleanliness and hygiene, water conservation *etc.*
9. Faculty members are maintaining the Departmental Library and serving the students as per their need with satisfaction.
10. Teachers are conducting internal tests and monitoring the students accordingly.
11. Most of the departments are organizing seminar/ series of lectures/ webinars on regular basis to motivate the students.
12. Students from Department of Botany were awarded NET during 2018, 2019 and 2023.
13. Students of some of the departments are preparing wall Magazines on regular basis.
14. Few faculty members are publishing their research articles in UGC Care listed journals, book chapters having proper ISBN.
15. Department of History has taken an initiative of maintaining their Departmental Museum.
16. Department of Mathematics is all set to run a Certificate Course on Ancient Mathematics.
17. NSS students are efficiently undertaking community services.

However, after detailed paper examinations and physical verification it is noted that, some of the academic practices are required to be followed by the college very seriously in consonance with NAAC criteria. In addition, certain processes could benefit from further review in order to improve their efficiency, fairness and consistency.

- ✚ The College was founded in 1950 and was initially affiliated to University of Calcutta, and later came under the affiliation of the University of Burdwan in 1960.
- ✚ Since its establishment the College has made remarkable strides in the field of education in India for over 70 years of its existence, based on the tenet's commitment, care and service.
- ✚ Library is good. Library has 31043 books as on catalogue with INFLIBNET to access and KOHA for Library Management; more access to journals is required, like e-journals.
- ✚ No new minor or major projects during the year of assessment.
- ✚ College has introduced 02 numbers of Add-on courses.
- ✚ Overall pass percentage is satisfactory.
- ✚ Most of the teachers are well-experienced and some of them are members of different boards of studies.
- ✚ Few teachers pursue research works in their personal capacity.
- ✚ The support staffs are very happy with the College Administration.
- ✚ The IQAC may be strengthened.
- ✚ There are total 41 Classrooms, 3 Halls, 20 laboratories.
- ✚ Total no. of permanent teachers is 90 (including 33 designated as SACT) against 102 sanctioned posts (including the posts created for SACTs), non-teaching 26 against sanctioned posts 34.

5. College Campus & Facilities:

College campus consists of the following sections -

a. Main Campus comprises -

- (i) Darwin Bhavan: Departments of Philosophy, History, Political Science and Nutrition
- (ii) Department of Physics (along with Physics Hall)
- (iii) Administrative building connected with Department of Botany, Department of Zoology, Meditation room, Language Laboratory and IQAC room
- (iv) Building comprising of Department of Mathematics, Teachers' room, Sick room (ground floor) and New Hall, Classrooms and NCC room (first floor)
- (v) Canteen and Students' Activity Building: Common room for Boys, College Canteen, NSS room.
- (vi) Department of Chemistry (along with Chemistry Hall).
- (vii) Department of English (Subhankar Bhawan) and Library building.
- (viii) Language and Eco-Stat Departments: Bengali, Sanskrit, Santhali, Economics, Statistics.
- (ix) Girls Hostel: Women's hostel.
- (x) Open-air Auditorium (Gopal Chandra Majumder Muktamancha), teak plantation area, NCC ground.
- (xi) Drivers retiring room and Cycle Shed.
- (xii) Modern toilet, Divyangjan toilet, sweet water sensor, water harvesting well.
- (xiii) Green area including pond, sacred grove, butterfly garden.

b. Outside the main campus, College has one college ground, two Boys' hostel and plantation areas.

The College possesses a total campus area of 10.12 Acres (4,40,827.78 sq. ft) with a built-up area of 52,697.85 sq. ft maintaining a green area of 4.39 acres (1,91,228.65 sq. ft).

6. Goals of the College

College has set to its Vision and Mission to:

- (a) Provide an inclusive educational environment; enhance the strength and capabilities of the students coming from diverse socio-economic backgrounds. In pursuit of an inclusive developmental mode, the college teaches its students to appreciate, respect and promote the perspectives, rights and dignities of each individual.
- (b) Encourage students to realize their own potential.
- (c) Prepare students to become analytical and responsible citizens.
- (d) Build an empowered young generation who can act as an essential component for the sustainable development of the society.
- (e) Promote teamwork and collaborative learning among the students and nurture a community of learners motivated by a quest for academic excellence.

7. Awards and Accolades

While reputation has grown over the years, formal recognition first came in 2007 from the National Assessment and Accreditation Council (NAAC) as a “B++” grade College followed by B in 2015, now preparing for the process of Cycle III of NAAC accreditation.

The College has earned the following status:

- RUSA grant of Rs. 2.0 crores have been sanctioned and approximately Rs 1.80 crores has been disbursed.

New Horizons

The College has two buildings/campuses equipped with gadgets and amenities and is ready to house the research activities.

8. Management

The College has two decision making bodies:

- Teachers’ Council
- Internal Quality Assurance Cell

The various aspects of the Academic affairs and administration of the College are organized and looked after by the different committees constituted by the Members of the Management and Faculty. In some of these committees, representatives of the students and alumni are also present.

9. Observations

Observations based on the documents provided by the college authorities and meeting with the different stakeholders of the college on August 12, 2023 are given below.

10. Courses of learning

Table 1: Departments in the College Stream	Programme	Total
Arts		08
B. A. Bengali [Hons. and Gen.]		
B. A. English [Hons. and Gen.]		
B. A. Sanskrit [Hons. and Gen.]		
B. A. Santali [Gen.]		
B. A. Economics [Hons. and Gen.]		
B. A. History [Hons. and Gen.]		
B. A. Philosophy [Hons. and Gen.]		
B. A. Political Science [Hons. and Gen.]		
Science		07
B. Sc. Botany [Hons. and Gen.]		
B. Sc. Chemistry [Hons. and Gen.]		
B. Sc. Mathematics [Hons. and Gen.]		
B. Sc. Nutrition [Hons.]		
B. Sc. Physics [Hons. and Gen.]		
B. Sc. Zoology [Hons. and Gen.]		
B.Sc. Statistics [Gen.]		
TOTAL		15

11. Assessment of Courses

Language groups

1. B.A.

- ❖ Vision and Mission of the departments be mentioned highlighting the objectives, goals and opportunities of the courses
- ❖ Student progression from UG to PG is not satisfactory.
- ❖ Most teachers are well experienced and with PhD degrees.
- ❖ Students' enrichment programmes be conducted more for the benefit and exposure of them.
- ❖ Faculty members should be encouraged to publish their research articles in the UGC care listed journals.
- ❖ New topics be proposed to be added during syllabi orientation after getting feedbacks from alumni, passed and final year students.
- ❖ Career counselling is required.
- ❖ Authority will take initiative to fill up the vacant posts as early as possible.
- ❖ Placement process be initiated by the College authority.

Humanities and Social Sciences

2. B.A.

- ❖ Vision and Mission of the departments be mentioned to focus on the uniqueness, strength and opportunities of the departments.
- ❖ Student progression from UG to PG is not satisfactory
- ❖ Departments are conducting seminars/webinars on regular basis.
- ❖ More Students' enrichment programmes be conducted for their benefit and exposure.
- ❖ Faculty members should be encouraged to publish their research articles in the UGC care listed journals.
- ❖ Teachers should take initiative to publish chapters in books, and in edited volumes.
- ❖ Senior faculty members will take initiative to incorporate the relevant new topics in the syllabi for the subject enrichment, skill orientation and more job opportunities and development of entrepreneurship amongst the students.
- ❖ Authority will take initiative to fill up the vacant posts as early as possible.
- ❖ Placement process, counselling be initiated by the College authority.

Science subjects

3. B.Sc.

- ❖ A good number of teachers are having PhD and possess years of experiences in teaching, particularly in Botany, Chemistry, Mathematics, Zoology, etc.
- ❖ Some academicians be invited for innovation in teaching-learning process/enrichment programmes for the benefit of the students.
- ❖ Initiative should be taken for more major/minor research project.
- ❖ Publications of research papers in reputed/UGC enlisted journals are less in number in Botany; but is quite a good in number in Chemistry, Physics, Zoology.
- ❖ Department of Mathematics is running GANIT program.
- ❖ Students will be engaged in in-house projects/internship/field survey for experimental learning; Nutrition, Chemistry, Zoology departments may take initiative to publish the dissertation work of the students.
- ❖ Students' progression will be taken care off; teachers are requested to maintain more liaison with the students to keep their records of achievements/job etc.
- ❖ Number of equipment/instruments be maintained under AMC; Logbook for each equipment be maintained and students must be equipped with the knowledge/knowhow to handle the instruments.

- ❖ Departments of Botany and Zoology may take initiative to build up one museum for keeping/preserving the herbarium/plant and animal specimens, *etc.*
- ❖ Students be encouraged for preparation of competitive examinations.
- ❖ Research activities be strengthened amongst the faculty members.
- ❖ Department of Chemistry may handle the water, air and soil quality monitoring programmes for the local municipality to establish the institutional social responsibility.
- ❖ Department should choose more skill-oriented courses, field-oriented studies for the students.
- ❖ Microphone and white board to be installed in the class rooms.

12. Strengths & Opportunities for Improvements

Strengths

The audit committee is satisfied with the inherent strengths of the College and these are mentioned below:

- ✓ Forward looking and visionary leadership of the College authority
- ✓ Willingness of leadership for all round continuous quality improvement
- ✓ Enforcement of discipline in a fair and just manner
- ✓ Apolitical ambience of the College
- ✓ Good and competent teaching faculty using updated pedagogy with supportive IT facility.
- ✓ Despite shortage of teaching staff in some cases, the quality of teaching intended to fulfil the needs of the students.
- ✓ Committed and supportive non-teaching staff
- ✓ Academically above-average students use to abide by the rules and code of conduct of the college.
- ✓ Washrooms be furnished & maintained for proper cleanliness.
- ✓ Canteen is providing good food.
- ✓ Non-teaching staff members are equipped with newly oriented digital programmes for their day-day work.
- ✓ NSS is active.

Opportunities for Improvement

The college can easily raise the bar of its achievement if the following points are taken care of:

- ✓ More research initiatives
- ✓ More publications
- ✓ Innovations in teaching-learning

13. General Conclusion

- The College has good ambience of teaching-learning process.
- Student discipline is satisfactory.
- Stands out as an institution of academic excellence.

14. Declaration

I agree with all the recommendations and observations mentioned in this report.

Date: 12/08/2023

Place: Bejoy Narayan Mahavidyalaya


Signed by
College Principal with Seal

Principal
Bejoy Narayan Mahavidyalaya
P.O. - Itachuna, Dt. - Hooghly.

15. Gratitude

The Committee members feel honoured and take this opportunity to express sincere thanks and gratitude to the College authorities for being invited to conduct the audit. They would also like to express their heartfelt thanks to all the faculty members and support staff for their wholehearted cooperation along with the hospitality that has been extended during the audit.


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