

**KRISHNA CHANDRA COLLEGE**  
**ESTD. 1897**

**ACADEMIC AUDIT REPORT**  
**ACADEMIC PERIOD: 2018 TO 2023**

*Prepared by*  
*The Audit Committee*  
*The University of Burdwan*  
*Burdwan*

Date: 16/12/2023

To  
The Principal  
Krishna Chandra College  
Hetampur  
Birbhum  
West Bengal

E-mail: principalkcollege@yahoo.com

Subject: Academic Audit Report Submission from Experts

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 last five-year periods of 2018 -'23, here, accordingly, we are submitting the Audit Report of "Academic Audit" of your College of the last five-year period of 2018 -'23 for your kind perusal in the attached sheet.

We request you to please acknowledge and oblige.

Yours,

 16/12/23

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

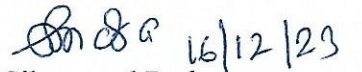
**Dr. Tanmoy Dasgupta**  
Professor  
Dept. Of Business Administration  
The University of Burdwan  
Burdwan - 713104, W.B.

**Head**  
Department of Business Administration  
The University of Burdwan

 16/12/23

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

**Professor & Head**  
**Deptt. Environmental Sc.**  
**The University of Burdwan**  
**Burdwan, W.B.**

 16/12/23


Dr Sibaprasad Rudra  
Former Principal  
Vivekananda Mahavidyalaya  
Sripally  
PurbaBardhaman

*Principal (Former)*  
Vivekananda Mahavidyalaya  
BURDWAN


# AUDIT REPORT ON ACADEMIC & ADMINISTRATIVE AUDIT

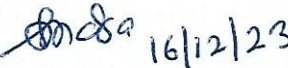
## CERTIFICATE

*This is to certify that the Academic & Administrative Audit Report followed at Krishna Chandra College, Hetampur, Birbhum based on the original data collected during the last 5-year Period from 2018 to '23. This has been assessed and is applicable to provide Quality education, Training and Mental health to the students for their smart future and career. Further, it is certified that the baseline data was prepared by Internal Quality Assurance Cell of the College team members of Krishna Chandra College, Hetampur and submitted to us. The content of the baseline data containing data mentioned in the Departmental Profile has been personally verified by the Expert Team constituted by the University of Burdwan, Burdwan for validity and reliability. The data used in the study are original in nature and have not been presented or published elsewhere. Data & Photographs used in the report are taken by the respective departments & IQAC team members during preparing their Reports of the concerned years from 2018 to 2023.*

  
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*Tanmoy Dasgupta*  
16/12/23  
**Head**  
Department of Business Administration  
The University of Burdwan

**Schedule for Academic Audit**

December 16, 2023 Time	Schedule	Venue
11:30 AM	Introductory Meeting	Principal's Office
12:00 NOON	Meeting with IQAC	Principal's Office
12:00 NOON – 02:00 PM Presentation by IQAC & Visit to Campus, Academic & Administrative Buildings		
02:00 PM - 02:30 PM	Lunch	
02:45 PM – 05.00 PM Presentation by Different Departments		
05:00 PM	Tea	

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### 13. General Conclusion


- The College is maintaining a congenial ambience of quality teaching-learning process.
- Discipline-centric progression of students is satisfactory.
- Overall academic and administrative development stands out as an institution of academic excellence.

### 14. Declaration

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


Date: 16/12/2023

Place: Krishna Chandra College, Hetampur

 16/12/23  
Signed by - Principal  
College Principal with Seal  
KRISHNA CHANDRA COLLEGE  
Hetampur, Birbhum


### 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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# Inspection Report Proforma For the Academic Year

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Name of the College & Address of the College :

The College Established in:

*Vision of the College:*

*Mission of the college:*

*Objective of the college:*

Name of the Principal:

Shift:

Phone No. :

Mobile No.:

FAX no.:

Email.id:

Hostel (if any):

❖ Location & Infrastructure of the College (Longitude & Latitude):

**Longitude:**

**Latitude:**

❖ Total campus area :

❖ Total built-up area :

❖ Total open space area :

❖ Total green area :

❖ Have any master plan of the college land? :

❖ Total no. of Classroom (Dept. Wise) - (Ideally Required / Actually Available):

❖ Total number of Halls:

❖ Total no. of laboratories if any (Subject wise) - (Ideally Required / Actually Available):

❖ Total no. sanctioned teaching post ideally Required (As per existing Govt. Order) :

❖ No. of present teaching staff (Permanent / Non-Substantive) (CWTT/PTT/Guest Faculty):

- ❖ Total no. of sanctioned non-teaching staff (Ideally Required, As per existing Govt. Order):
- ❖ No. of present non-teaching staff (Permanent / Non-Substantive) (Temporary/Casual/Adhoc. Etc.):
- ❖ Total no. of computers
  - a) Office :
  - b) Library :
  - c) Department :
  - Total :
- ❖ Student - Computer Ratio :
- ❖ No. of computers (subject wise) :

Name of Department	No. of Computer	Name of Department	No. of Computer
Bengali		Sanskrit	
Economics (Arts& Sc)		Botany	
Education		Chemistry	
English		Mathematics	
Geography		Physics	
History		Zoology	
Philosophy		Commerce	
Political Science			

- ❖ Internet facilities/Wi-Fi facilities details (Bandwidth):
  - a) No. of books in the library :
  - b) Student Book Ratio :

### Activity (Academic)

- ❖ Distance Educational system if any :
- ❖ Course of Studies:
  - a) Undergraduate:
    - i) Honours :
    - ii) General :
    - iii) Professional Course :
  - b) Postgraduate :
- ❖ Total no. of working days in the college in the last 3 years (Year wise):
- ❖ No. of seminars held in last year:
 

a) Name of Department	Seminar Topic	Year	Total

- ❖ Total no. of effecting teaching days in the college in last year :
- ❖ No. of new courses introduced in last 3 years :
- ❖ Total no. of admitted students (subject wise & Year wise & Stream wise):
- ❖ Comment on the trend of students entry into a specific course / Programme and also On the trend of success ratio: Trend of entry in most of the courses is slightly increasing but one course has decreasing trend. Success ratio of the students completing graduation in due time is increasing from 2017 onwards.
- ❖ Student Teacher Ratio:
- ❖ No. of Add on / Certificate Courses run (Department wise) for curricular enrichment:
- ❖ Initiative taken for holding minimum no. of classes as per CBCS Regulation:
- ❖ Initiative taken for timely completion of prescribed Syllabus:
- ❖ Research Profile:
  - A) Major Research Project:
  - B) Minor Research Project:
    - i) Department: Minor Project:
    - ii) Name of Principal Investigator:
      - a. Major Project:
      - b. Minor Project:
    - iii) Subject :
    - iv) Year :
    - v) Status :
- ❖ Research Publication of Individual Teachers:
  - Name
  - Year
  - Title of Journal
  - Name of Paper
  - Volume
  - Page
  - No. of Papers/Articles published in UGC enlisted journals:



## Other Activities

### ❖ Number of capability enhancement and development schemes

- Guidance for competitive Examination:
- Career counseling: Career Counseling Cell organizes career counseling for the students. Soft skill development:
- Remedial coaching:
- Language lab:
- Yoga and Meditation:
- Personal counseling: Departmental faculties counsel the students as per the requirements of individual students.

### ❖ Student support (Stream wise):

- Name of the scheme: State Government Scholarships: OBC, SC, ST, Kanyashree, Swami Vivekananda Merit cum means Scholarship, Jindal Trust Fellowship, Full Freeship, Half Freeship.
- No. of beneficiaries:

### ❖ ICT enabled facilities:

- No. of class room with ICT facilities:
- No. of class room with Wi-Fi /LAN facilities:
- No. of seminar halls with ICT facilities:
- No. of teachers using ICT facility for teaching purpose:
- E-resources created through ICT facility available in the college:

### ❖ Extra Curricular Activities (With Annexure):

#### ❖ N.S.S. a) Unit wise Strength:

b) Activities in the last years:

❖ Games : NIL

❖ Other Tournaments : NIL

❖ Plantation Programme : NIL

❖ Literacy Drive if any : NIL

❖ Cultural Activities & Achievement (of learners):

1. Teachers' day celebration,
2. Fresher's Welcome Programme
3. Annual Cultural Programme

❖ Social Services : NIL

❖ Placement cell activities (no. of beneficiaries) (year wise): Employability Training (105)

Number of Students Placed (08)

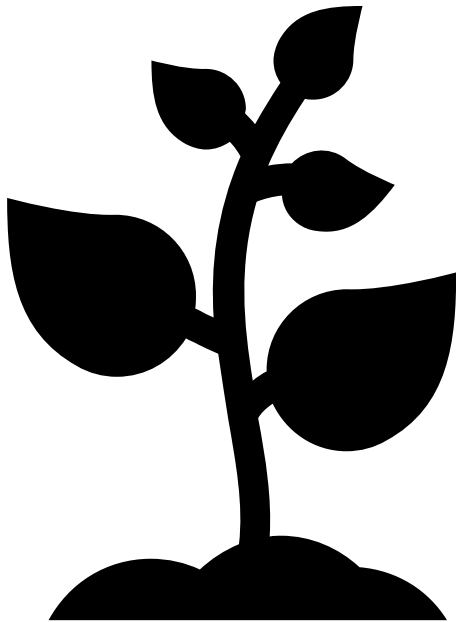
**Signature of Coordinator of Audit  
Committee**

**Signature of IQAC Coordinator**

**Signature of the Principal**

# **Map of College Campus**

# **ANNEXURE-I**

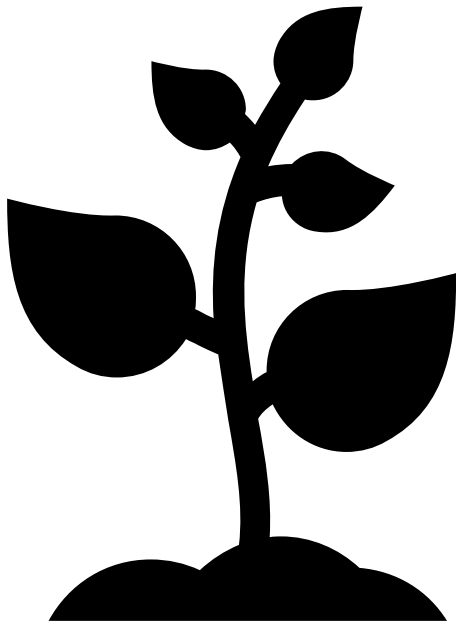


**SEMINAR/CONFERENCE  
ORGANISED:**

**See Department Inputs.**



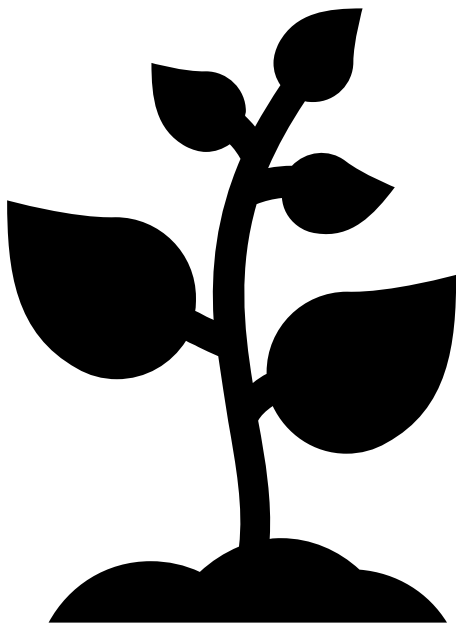
# **ANNEXURE-II**



**TOTAL NO. OF  
ADMITTED STUDENTS**

**See Department Inputs.**

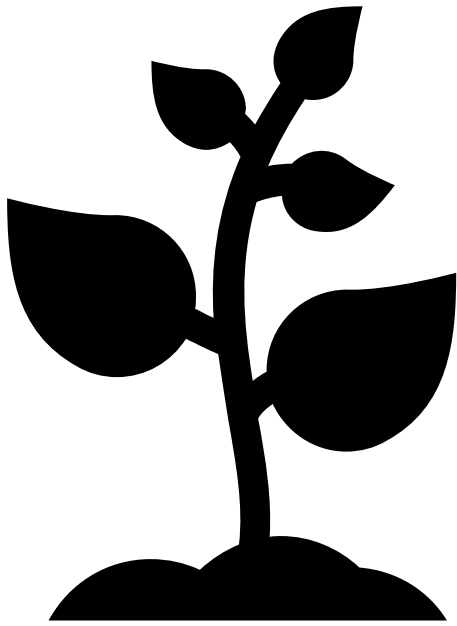
# **ANNEXURE-III**



## **RESEARCH PUBLICATION OF INDIVIDUAL TEACHERS**

**See Department Inputs.**

# **ANNEXURE-IV**



## **NSS: UNIT-WISE STRENGTH AND ACTIVITIES**



# **DEPARTMENTAL INPUTS**



## DEPARTMENTAL PROFILE

1. Scope and importance/introduction of the departments:
2. Vision & Mission of the department:
3. Year of Establishment:
4. Detail of Programmes / Courses offered (UG, PG, M. Phil., Ph.D., Integrated Masters; Integrated Ph.D., Short term courses, Career oriented courses, etc. (Current academic year)

Sr No.	Programme level	Name of the programme/ Course	Duration	Entry qualification	No. of eligible applications	Sanctioned/ Approved student strength	No. of Student admitted		
							M	F	T

5. Annual/ semester/choice based credit system/elective course pattern (programme wise)

Programme	Pattern	Year of revision (if any)	Year of Implementation

6. Number of Teaching and Non-teaching positions in the department

Designation	Sanctioned	Filled
Professors		
Associate Professors		
Asst. Professors		

7. Faculty profile with name, qualification, designation, specialization, (Ph.D. / M. Phil. etc.,)

Sr. No.	Name of Deptt.	Name of faculty	Qualification	Year of appointment	Designation	Specialization	Number of years of teaching experience (Present Inst.)

8. List of senior visiting faculty

Sr. No.	Name of the faculty With contact details	Date/Year of appointment in the present Institution	Nature of appointment [CHB/Month/Y]	Name of Previous Institute	Designation in last served institution

9. Number of academic support staff (technical) and administrative staff; sanctioned and filled

Name of the Post	Sanctioned	Filled

10. a) Ongoing /completed research projects by faculty funded by governmental and non-governmental agencies (Last five years)

Sr. No	Name of the Dept.	Name of the principal investigator and/or Co-PI	Year of sanction (sanc. Letter no. & date)	Title of the research project	Amount fund sanctioned/Received (1 <sup>st</sup> 2 <sup>nd</sup> Y/3 <sup>rd</sup> Y)	Name of funding agency	Duration of the project

b) Total number of patents published/awarded year-wise during the period

Name of the Department	Name of the Patenter	Year of award of patent	Patent submitted/Filed	Patent number	Title of the patent

11. Research papers published in journals notified on UGC website (Last five years)

Sr. No	Name of Journal	Title of Research Paper	ISSN/ ISBN No	Whether peer reviewed. Impact Factor, if any	Recognition in UGC enlistment of the journal

12. Research papers published in National/International Conference-proceedings

Sr. No	Name of the Conference Seminar	Title of Research Paper	ISSN/ ISBN No	Place & Date	Affiliating Institute at the time of publication

13. Details of books and chapters in edited Volumes/Books published as Contributor/Editor

Sr. No	Title of the book/chapter published	National/ International	Year of publication	ISSN/ ISBN No	Name of the publisher

14. Name of research guides

Sr. No	Name of Research Guide	Department	PhD/MPHIL

15. Number of Ph. D/ M. Phil awarded by faculty

Sr. No	Name of Ph. D/M. Phil scholar	Department	Name of the Guide/s	Title of the thesis	Year of registration of scholar	Year of awards of Ph. D/ M. Phil.

16. Faculty as chairman/members in National committees/International Committees/ Editorial Boards/ BOS/University committees etc.

Sr. No	Name of faculty	Department	Name of the body in which full time teacher participated	Member of editorial board	Reviewer

17. Student undertaking field projects/ internships

a) Percentage of students who have done in-house projects including inter departmental/Programme

Sr. No	Program name	Course/Program code	Session	Name of Mentor	No. student undertaking field projects	Title of the Project	Place	Duration

b) Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories/Industry/society other agencies

Sr. No	Program name	Course/Program code	Session	Name of Mentor	No. student undertaking Projects in Res Lab/Industry/Society/Other agencies	Title of the Project	Place	Duration

18. Awards / Recognitions received by faculty

Sr. No	Year of awards	Name of teachers receiving awards from University level/State level, National level, International level	Initiatives/Types of the initiative given by the Institute in recognition of the award	PAN	Designation	Name of the award, fellowship, received from government or recognized bodies

19. Numbers of awards / Medals for outstanding performance in sports/cultural activities in National/ International/ State level etc. received by students

Sr No	Year	Name of the students	Name of the Award/Medal	National/International/State etc.	Sports/Cultural	Aadhar/Student ID No.

20. Students Qualifying in State/National/International level examination (NET, SET, GATE, GMAT, GRE, TOEFL/UPSC/MPSC/State government examination, etc.)

Sr No	Name of the students	Registration No./Roll No. of the Exam.	Number of students selected								
			SET	NET	GATE	GMAT	CAT	RGE	TOEFL	Civil services	State Govt. Examinations/Others

21. Student progression to higher studies. UG to PG, PG to M. Phil., PG to Ph. D, M. Phil to Ph. D, Ph. D to post-Doctoral, etc. (Last Batch, 2016-17)

a) UG to PG

Sr No	Pgm graduated from	Deptt. graduated from	Student Name	Name of the Inst. joined	Name of the pgm admitted

b) PG to M. Phil

Sr No	Pgm graduated from	Deptt. graduated from	Student Name	Name of the Inst. joined	Name of the pgm admitted

c) PG to Ph. D or M. Phil to Ph. D.

Sr No	Pgm graduated from	Deptt. graduated from	Student Name	Name of the Inst. joined	Name of the pgm admitted

22. Placement of outgoing students (Last five years: 2016-2021)

Sr No	Year	Contact detail	Number of students placed	Name of the employer with contact details	Package received	Program graduated from

23. List of alumni/contribution

Sr No	Name of Alumni	Year of Graduation/ Post-Graduation	Position held	Contact detail (Email, Mobile No.)	Quantum of Contribution

24. List of eminent academicians and scientists / visitors to the department

Sr No.	Year	Name of Eminent academicians and Scientists	Position held (Present)	Name of the Institution working/last working	Contact detail (Email, Mobile No., etc.)

25. Seminars/ Conferences/Workshops organized & the source of funding

Sr No.	Year	Level National/ International/ State	Name of the workshop/ Seminar	Funding agency	Amount sanctioned	Durations (From-To)	Number of participants

26. Diversity of Students

Year	Name of the Course/programme	% of students from the State	% of students from other states	% of students from abroad



27. Departmental result

Year	Name of the Programme with Code	Course Code	Number of students appeared in the Final Year Exam.	Number of students passed in the Final Year Exam.	Pass percentage

28. a) Number of days from the date of last semester-end/year-end Exam. Till the declaration of results during the year

Programme name	Programme code	Semester/Year	Last date of the last semester-end/year-end Exam.	Date of declaration of results semester-end/year-end Exam.

b) Status of automation of examination division along with approved examination manual

100% automation of entire division & implementation of examination management system (EMS) [Y/N]	Student registration, Hall Ticket issue & Result processing are automated [Y/N]	Student registration & Result processing are automated [Y/N]	Result processing is only automated [Y/N]	Follow manual methods [Y/N]

29. Number of linkages for faculty exchange/student exchange/training/internship/field trips/job on training/research etc.

Sr No.	Year of commencement	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration (From-To)	Nature of linkage

30. Number of functional MoU's with corporate houses/ industries/other institutes/Universities, etc.

Sr No.	Year of signing MoU	Name of the organisation/ institution/ industry/ corporate house with which MoU is signed	List the actual activities under each MoU year wise	Duration (From-To)	Number of students/teachers participated under MoUs

31. Details of Infrastructural facilities

a) Library

Sr No.	Year of purchase	Total budget of the Year	Expenditure incurred in Lakh	Name of Books	Publisher	Number of copies

b) ICT Facility etc.

Sr No.	Name of the Deptt.	No. of Class rooms with LCD/WiFi/LAN facility	No. of Smart Class room	No. of Laboratories	No. of Computer Laboratories

c) List of Equipment/Instruments

Sr No.	Name of the Deptt.	Name/Model of Equipment	No. of Equipment below Rs 1.0 Lac	No. of Equipment below Rs 5.0 Lac	No. of Equipment above Rs 5.0 Lac

32. Number of students receiving financial assistance from college, university, government or other agencies-

Sr. No.	Name of the Deptt.	Name of the student	Name of the Fellowship/ Financial assistance	Funding agency			
				University	State Govt.	National	Other

33. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts

Sr No.	Name of the Deptt.	Name of the Programmes (special lectures / workshops / seminar)	Duration	Funding agency (if any)	Name of the Expert with details	Total no. of beneficiaries

34. Teaching methods adopted to improve student learning-

- PowerPoint presentation
- Some lessons are taught outside of the classroom (*Vachan Katta*)
- Use of Video Clips
- Project Work
- Video Conferencing Lecture
- Organized Workshop
- Online NPTEL courses
- Online NPTEL/UGC-SWAYAM lectures
- Students seminars
- Field projects/Survey
- Review of research papers
- Use of Adobe Acrobat reader

35. Participation in Institutional Social Responsibility (ISR) and Extension activities

- a) IQAC Member
- b) Campus Supervision Committee Member
- c) Chairman of Competitive Exam Center

36. SWOC analysis of the department

37. Future plans: