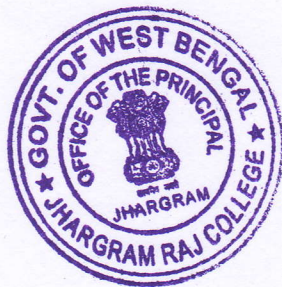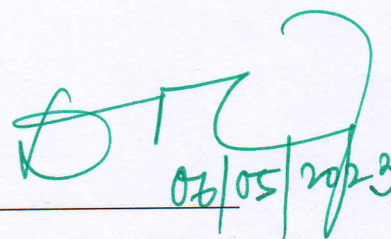# INTERNAL ACADEMIC AUDIT REPORT

Internal Academic Audit

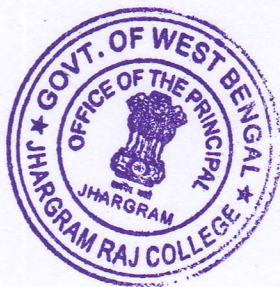Conducted by the IQAC, Jhargram Raj College

For the Period: 2022-2023

Auditor's Certificate:

The present audit exercise is conducted by way of physical inspection, verification of documents and interviews with teachers and students of the College.

Auditor
Jhargram Raj College
Jhargram

Principal
Jhargram Raj College
Jhargram, West Bengal- 721507

Audit Date:

The Internal Academic Audit was conducted in **April ,2023**

Audit Report:

Internal Academic Audit Report was submitted on **06.05.2023**

Audit Team:

The Internal Academic Audit was conducted by the IQAC, Jhargram Raj College. The team was led by the Principal, Dr. Debnarayan Roy and comprised the following members:

1. Dr. Rahul Kumar Datta, Co-Ordinator, IQAC & Associate Professor & Head, Department of Zoology

2. Smt. Sudipta Mullick, Associate Professor & Head, Department of Philosophy

3. Dr. Sourabh Mukhopadhyay, Associate Professor in Physics

4. Dr. Pradipta Ghosh, Assistant Professor in Chemistry

5. Sri Sandip Sarkar, Assistant Professor & Head, Department of Mathematics

6. Dr. Prasanta Patra, Assistant Professor in Chemistry

Audit Process:

The auditors visited the Departments, including the Library and interacted with the Departmental Heads, teachers and the Librarian. The Internal Academic Audit was conducted on the basis of the following criteria:

1. Curriculum Transaction and Teaching-Learning-Evaluation
2. Faculty Profile
3. Infrastructure
4. Students' Profile
5. Departmental Activities
6. Library

I.   Curriculum Transaction and Teaching-Learning-Evaluation:

Audit Observations:

1. Following a discussion with the teachers and students of the Departments, it was found that all Departments maintain a regular practice of teaching-learning and continuous internal assessment. The Departments adhere to the Academic Calendar published by the University and chalk out a lesson plan at the commencement of each Semester to facilitate effective curriculum delivery.

2. Departmental meetings are held periodically to discuss changes in the course structure and for allocation of the University-prescribed syllabus amongst the faculty members.

3. Project Reports for the Environmental Studies course have been submitted by the UG students across Departments in the First Semester. Additionally, UG students majoring in Botany and Zoology have submitted project reports related to field studies across the Semesters.

4. PG students enrolled in Bengali and Zoology Departments are also required to submit project reports pertaining to field studies.

5. The number of ICT-enabled classrooms in the College is 10, but majority of the Departments follow the chalk-and-talk method of teaching.

6. Continuous internal assessment is a practice of the Departments for evaluating their students' knowledge of particular topics.

7. One (1)Parent– Teachers' meeting has been conducted by the Department of History in February 2023 for the First Semester students enrolled in the Honours programme.

8. Feedback from students has been collected, analyzed and visually represented through graphical means.

Audit Recommendations:

1. Remedial Coaching for academically weak students should be introduced and a time-slot may be allotted in the central timetable for these classes.

2. Students' seminars, debates, quizzes and mock teaching for academically advanced students should be organized by the Departments on a regular basis.

3. Teachers should build a Question Bank and upload the same on the college website.

4. The college should provide regular training for the faculty members to adopt more innovative and student-centric teaching methods.

5. E-content development should be encouraged among teachers for effective teaching and the college should provide technical support and quality assurance for the e-content development process. The e-content should be aligned with the learning outcomes, assessment criteria and accreditation standards and should be revised and updated.

6. The Humanities Departments in particular, should be encouraged to use the ICT facilities already provided, so that the students and teachers can easily adapt themselves to the innovative modes of teaching.

7. All Departments should conduct Parent-Teacher meetings on a regular basis in order to identify and address the challenges encountered in the teaching-learning process.

8. The college should introduce feedback from parents, teachers and office staff.

II. Faculty Profile:

Audit Observations:

1. One (1) ongoing Minor Research Project has been reported. This MRP has been approved for the academic year 2022-23 and has been granted to Dr. Prasanta Patra, Assistant Professor in Chemistry, who will be leading the sanctioned project as the principal investigator.

2. In the 2022-23 academic session, faculty members have published research-based papers and book chapters.

3. The college encourages and supports the faculty members to participate in professional development programs, such as workshops, seminars, conferences, and online courses, for curriculum development and/or enrichment, thereby improving teacher quality and teaching quality. Teachers have been also encouraged to participate in faculty development programmes and a total of 11 teachers participated in FIP (OP and RC) programmes in the 2022-23 academic session.

Audit Recommendation:

More teachers should be encouraged to pursue research at the M.Phil. and Doctoral levels. The college should explore adequate and advanced research facilities and resources such as, laboratories, equipment, library, journals, databases and funding.

III. Infrastructure:

Audit Observations:

1. The Departments at the Humanities Building in the College reported of having a dearth of classrooms, thus putting a constraint to all UG and PG classes being held in terms of the central timetable.

2. There are adequate laboratories for smoothly conducting the practical sessions for all Laboratory-based Science Departments. The no. of laboratories is 24.

3. Of the total number of computers in the College, 104 computers are assigned to students and 116computers are reserved for the use of teachers.

4. The Science Departments of the College have a total of 565instruments, catering to the need of students and research scholars.

5. All the Departments are well-equipped with high-speed (more than 100 mbps) internet and wi-fi facilities.

Audit Recommendations:

1. The College authority should look into the matter concerning the dearth of space in the Humanities Building and the lack of adequate classrooms.

2. The College should equip more classrooms with adequate ICT facilities and resources to facilitate the use of multimedia, online platforms and interactive tools in teaching-learning.

IV. Students' Profile:

Audit Observations:

1. The students' result in the 2022-23 academic session has been commendable.
   - ❖ The pass percentage in the UG Section of the College, for 12 Honours Courses (Physics, Chemistry, Mathematics, Botany, Physiology, Zoology, Bengali, English, Sanskrit, Philosophy, History and Political Science)and 2 General Programmes (Science and Arts) is 100.
   - ❖ The pass percentage for the PG Courses in Chemistry and Zoology is 100 and the pass percentage for the PG Course in Bengali is 96.77.

2. Significant number of students from the Humanities, Science and Commerce Departments has progressed to higher studies. Majority of students from the Postgraduate Department of Bengali are now pursuing B.Ed course in B.Ed colleges. Additionally, a considerable number of students from the Postgraduate Departments of

Chemistry and Zoology have enrolled in Ph.D programmes in various central or state institutions/Universities, following their success in national-level examinations such as NET, GATE, SLET, JAM etc.

3. Students of the Departments of Physiology (UG course), Botany (UG course) and Zoology (both UG and PG courses) have participated in Departmental excursions.

Audit Recommendations:

1. All Departments should monitor and track the students' progress and outcomes and maintain a record of the same.

2. The College should organize programmes on skill development and personality development for students such as, communication skills, soft skills, life skills, leadership skills and entrepreneurial skills to enhance their employability and acceptance in the job market.

3. The College should evaluate and certify the students' skill and personality development and celebrate and showcase their achievements and success stories.
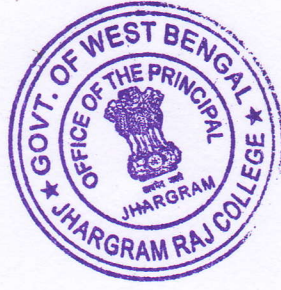
V. Departmental Activities:

Audit Observations:

1. The Guest Lecturers of the Department of Bengali delivered lectures to the Postgraduate students of the Department, thereby contributing to the teaching-learning process.

2. Departmental seminars/webinars were organized by some Departments.

Audit Recommendations:

1. Collaborations with other institutions for student-exchange and teacher-exchange programmes should be arranged by the Departments as a means to ensure the exposure of their students to sharing of thoughts and ideas.

2. All Departments should be encouraged to organize seminars.

3. Departments should also engage in extension activities, thereby ensuring participation of their students in meaningful social and community service.

VI.   Library:

Audit Observations:

1. In the 2022-23 academic session, a total of 792 books have been purchased and Rs. 4,98,000/- has been expended for the said purpose.

2. Ten (10) sets of Encyclopedia have been gifted by the ABP Library to the Central Library of the College.

3. Continuation of the annual subscription (Rs. 5,900/-) of NLIST.

4. The Library suffers from a lack of proper maintenance.

5. There is a lack of adequate personnel in the Library to assist the Librarian.

Audit Recommendations:

1. The College should look into the matter concerning the dearth in the number of competent personnel in the Library for catering to the needs of students of 15 Departments of the College.

2. The College should look into the maintenance and regular cleaning of the Library.

3. A greater number of students should be made aware of the use and utilization of the internet in the Library for accessing e-books and e-journals.

06/05/2023

Principal
Jhargram Raj College
Jhargram, West Bengal- 721507