

Academic Audit Report of ACHHRURAM MEMORIAL COLLEGE,  
JHALDA, PURULIA

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**SIDHO-KANHO-BIRSHA UNIVERSITY  
PURULIA**

**Academic Audit Report 2022-23 of  
ACHHRURAM MEMORIAL COLLEGE, JHALDA, PURULIA**

**Audit Conducted by:  
Academic Audit Team  
Sidho-Kanho-Birsha University  
Purulia, West Bengal**



# Academic Audit Report of ACHHRURAM MEMORIAL COLLEGE, JHALDA, PURULIA

Principal, ACHHRURAM MEMORIAL COLLEGE, JHALDA, Dist – Purulia , PIN- 723202, West Bengal applied to the Inspector of Colleges of the Sidho-Kanho-Birsha University vide letter No. IC/01/JLD/24 dt 30.05.24 for conducting an Academic Audit in the College. Accordingly by the order of the Honourable Vice Chancellor, the Academic Audit Team of the Sidho-Kanho-Birsha University, Purulia has conducted the Academic Audit in the college on **03<sup>rd</sup> July, 2024**. The said audit is based on the data and information supplied by the college authority for the period from 2020 to the date of audit (2022-23). The item-wise observations and remarks of the Audit Team are given below:

## Part I: Preliminary Observations:

Name of the college with full Address	ACHHRURAM MEMORIAL COLLEGE, JHALDA
Financial Category (Govt. Aided/Self-Financing).	Govt. Aided
Type of the college (Co-educational or Not)	Co-educational
Year of Establishment	1975
UGC Recognition details	2(f) dt 27/03/1982 & 12(B) dt.08/07/2003
Information regarding NAAC accreditation/re-accreditation	NAAC Cycle 1: Score – 2.47, Grade – B, Valid till: 15/09/2013
Location of the college (Urban/Semi-Urban/Rural)	The college is located in a rural set up
Area of the campus	9.6 acres (Built up area 0.49 acres)
Number of common Room & Toilet facilities for Male students Female students Teachers All of the above	Male student common room: 1 Female student common room: 1 Teachers common room: 1 Total common room: 3 Male student toilet: 12 Female student toilet: 11 Teachers' toilet: 5 Total Toilet: 28 <b>Observation: There are 28 toilets are in use. Sufficient toilet facilities.</b>
Facilities provided for otherwise able person	Toilet: 0 Ramps: 2 <b>Observation and Remark:</b> The college provides inclusive education. College should provide the facilities of Divyangian Toilet, Crutch, Wheel Chair. A special bench and table should be placed in front of the office for sitting and writing of otherwise able persons. Efforts must be given to provide differently able students with maximum facilities.



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<p>Hostel facilities Capacity Students allotted per room Male/Female/Both With or without warden With or without kitchen, dining hall, cook, common room and garden.</p>	<p>No</p> <p><b>Observation:</b> The college is situated in a remote rural area of Purulia district. Majority of the students are day scholars. Hostel might be arranged if the students asked for.</p>
<p>Details of Playground facility</p>	<p>01 football field (2 acres) 01 volley ball court 01 badminton court</p> <p><b>Observation:</b> There is sufficient space for the games and sports.</p>
<p>Details of Gym, if present</p>	<p><b>Observation and Remark:</b> The college <b>has no</b> Gym facility. College must provide <i>College has to arrange the modern Gym facilities for all stake-holders with proper maintenance plan and should be used in a regular manner.</i></p>
<p>Canteen facility, present or not.</p>	<p>Yes. (2 separate sitting areas for students and teachers with sitting capacity of 20 person in each) Remark: Canteen with cheap hygienic food is running.</p>
<p>Backup power supply and water facilities</p>	<p>Backup power supply: Yes (Generator 30 KV) Water facility: Overhead tank Deep boring: 03 Traditional Well: 01 Drinking water taps: 07; Water purifier - 2 Solar powered generator and tank: 01 Pond: 01</p> <p><b>Observation and Remark:</b> Sufficiently available. All stake holders can have purified drinking water.</p>
<p>Availability of Fire extinguisher</p>	<p>Yes. Available in each of the science labs and also placed at different locations in the college. <b>Remark:</b> Fire extinguishers must be installed in front of the different laboratories and to be maintained properly.</p>
<p>Total no of office staff(including laboratory and library)</p>	<p>12 permanents; 05 casual staff</p>
<p>Dynamism of website</p>	<p>College Authority maintains Dynamic website. Website is <a href="http://www.amcollege.ac.in">www.amcollege.ac.in</a> All relevant information about the college embracing teaching, admission, administration, IQAC, student support services, library, laboratory, seminars and other events, research activities,</p>



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	projects, and profile of faculty, prospectus, career counselling, sports, cultural activities are uploaded at <a href="http://www.amcollege.ac.in">www.amcollege.ac.in</a> <b>Remark: Good effort</b>
Whether academic audit conducted earlier or not	Not conducted earlier. College conducting the academic audit report for the first time. <b>Remark: Good endeavour</b>

### Part II: Academic Standards:

#### 1. A. Academic Programmes conducted in the college (Year wise and subject/stream wise for last three years):

- **Details of the Courses offered by the College:** Several UG Hons. Subjects and UG General subjects are there. But no Add on/certificate/value added program introduced.

**Remark:** Introduction of Add on/certificate/value added program must be initiated.

#### For All Courses:

TOTAL STUDENTS	Number of Students			
	2020-21	2021-22	2022-23	Total
Students Enrolled	882	1064	1024	2970
Seat Capacity	1350	1390	1420	4160
%	65.33	76.55	72.11	71.39

#### Observations and Remarks:

Good number of students admitted in each year.

#### Academic Calendar:

Observations	Remarks
It is observed that in each year at the beginning of the session the college regularly prepares the academic calendar keeping the spirit of the University and it is ratified by the teachers' council after incorporating the necessary amendments.	It is a very good practice. The college also fulfils the UGC criteria regarding number of teaching days.



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## 2. Programme/Subject wise list of Faculty members:

### No. of teaching posts in the college (including Principal)

Departments	No. of full time sanctioned Post	Present number of whole time teacher	No. of SACT	No. of sanctioned contractual teacher	No. of guest teachers engaged	No. of NTS	Total Strength in Dept.
Mathematics	3	2	5	0	0	0	7
Physics	5	3	0	0	0	1	4
Chemistry	3	3	1	0	0	1	5
Zoology	3	3	1	0	0	2	6
Botany	3	3	2	0	0	1	6
Bengali	3	3	3	0	0	0	6
English	3	2	0	0	0	0	2
History	3	3	3	0	0	0	6
Geography	2	2	2	0	0	1	5
Philosophy	2	2	3	0	0	0	5
Pol Science	2	2	1	0	1	0	4
Sanskrit	1	1	2	0	0	0	3
Hindi	1	1	0	0	0	0	1
Economics	2	0	1	0	0	0	1
Physical Education	0	0	1	0	0	0	1
<b>Total</b>	<b>36</b>	<b>30</b>	<b>25</b>	<b>0</b>	<b>1</b>	<b>6</b>	<b>62</b>

Principal: 1 (Against Sanctioned Post, Specialization: Economics)

Librarian: 1 (Against Sanctioned Post)      Asst. Librarian: 1 (Casual)      Library NTS: 1 (Against Sanctioned Post)

Observations	Remarks
In total 15 departments there are total 56 teachers including SACT.	More permanent teaching staff should be recruited.

## 3. Status of the Faculty Members:

### 1. A) Information on Strength of Teachers:

Observations	Remarks
Status of faculty members reveals that: Permanent - 31; SACT- 25	Attempts should be made to fill up all sanctioned posts. Needful steps must be initiated for the new teaching post creations. Emphasis must be given to the laboratory-based subjects in this regard.



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## B) Information on Quality of Teachers (Qualifications and Teaching Experience):

All teaching Staffs are qualified (as per UGC guide lines) with good experiences. It is advised to achieve higher qualification i.e. Ph.D. by the teachers at earliest, who are yet to achieve the degree.

## C) Attendance of the Students:

Observations	Remarks
Most of the students attend more than 75% classes.	Good attendance of the students is maintained in the college

## D) Teacher-Student Ratio

Total Teacher	Total Students (Hons)	Ratio	Remarks
56	1024	1:19	Satisfactory

## 4. A. Faculty Qualifications

Observations	Remarks
Faculties holding Ph.D. Degree, MPhil, NET	More stress should be given to get the highest degree

## B. Length of Teaching Experience of the Faculty:

Observations	Remarks
Out of total 55 faculty members 35 have more than 5 years experience.	Notable portion of the total faculties is experienced.

## C. Faculties engaged in Research:

Observations	Remarks
Publishing research papers through their research work	<b>Performance is not satisfactory.</b> Teachers must be encouraged to apply for different Research Projects to pursue their research work. and related activities.

## D. Research Publications by the faculty members:

Observations	Remarks
Total 19 papers published in various International, national and others journals, book chapters, book, Seminar/conference proceedings (last one year)	More achievements are required.



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## E. Teaching Methodology:

<p><b>i) Preparation of course plan with Teaching diary:</b></p> <p><b>ii) Teaching methods used (lectures/field trip/projects):</b></p> <p><b>iii) Imparting instructions on each unit with the help of PPT /OHP /LCD projector /Videos /smart Boards (e-class room):</b></p> <p><b>iv) Providing the list of essential books and articles to be read by students</b></p> <p><b>v) Home assignments/ Class tests:</b></p> <p><b>vi) Experimental learning/ Participatory teaching methods</b></p>	<p>i) Department wise course plan is prepared at the beginning of academic calendar by DC meetings. Teaching diary should maintain accordingly.</p> <p>ii) Basically, Lecture method. But the dept. of Geography conducts field trips and goes through project work and field work, such as survey, soil testing etc.</p> <p>iii) Power point presentation, uses of LCD projector are to be done by all departments.</p> <p>iv) The teachers regularly provide essential books and articles to the students.</p> <p>v) Teachers provide home assignments and class tests are conducted in every department in regular manner.</p> <p>vi) Properly used</p>
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Observations	Remarks
<p>Syllabus is modularised by the faculties and complete within given time. PPT, Field trip, Educational tour, Practical classes, Lecture methods, project works etc. are used in teaching-learning process.</p> <p>LCD projectors are used for teaching. Home assignments and class tests are conducted on regular basis.</p>	<p>Arrangements are satisfactory.</p>

<p><b>3. Institutional support for Evaluation of University &amp; College</b></p> <p><b>a) No. of Faculty who participated in Evaluation process –</b></p>	<p>a) All faculty members take part in the process of evaluation of University and College examinations.</p>
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	<b>b) No of days of Faculty Participation in Evaluation system –</b>	b) Faculty members partake in the continuous evaluation process in the College throughout the academic year, and also attend to the University Examination Process through Paper Setting and Evaluating as asked.
<b><u>Observations</u></b>		<b><u>Remarks</u></b>
It is reported that all faculty members usually take part in the process of evaluation of Answers Scripts of University and College Examinations. Faculties are involved in the continuous evaluation process in the college throughout the academic year.		Involvement of the teachers in the evaluation system is highly satisfactory.
<b>4</b>	<b>Institutional support for faculty development:</b>	
	<b>a) Existence of any awards to motivate and recognize faculties' contribution</b>	a) Appreciation from the college authority should come when any faculty contribute specially.
	<b>b) Evidence of Grant of study leave with pay for faculty to pursue higher studies or attend FDPs.</b>	b) As per Govt. Rule
	<b>c) Reimbursement of registration fee and TA/DA expenses along with special casual leave for participation in conferences /seminars /workshops etc.</b>	c) No, but on-duty leave is granted to attend the seminars.
	<b>d) Providing computing facility to individual teacher (Desktop /Laptop/ Internet)</b>	d) Yes, college provides desktop computers with LAN/ WiFi for all the teaching staff.

<b>Observations</b>	<b>Remarks</b>
Several institutional supports are regularly put to develop the faculties.	These may be treated as good practices.

**5. Status of study-oriented facilities:**





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1.	<p><b>Status of Library:</b></p> <p>a) <b>No. of Titles:</b></p> <p>b) <b>Total no. of Books:</b></p> <p>c) <b>No. of Journals Subscribed (National and International):</b></p> <p>d) <b>Digitization /Library automation:</b></p> <p>e) <b>Internet connectivity:</b></p> <p>f) <b>Book Bank facility:</b></p> <p>g) <b>Photocopier facility:</b></p> <p>h) <b>Register of issue and return of books:</b></p> <p>i) <b>No. of Books issued at a time per students:</b></p>	<p>a) 7284 (text + Reference Books)</p> <p>b) 18867 (including departmental libraries)</p> <p>c) 03, Inlibnet subscribed</p> <p>d) In progress</p> <p>e) Available</p> <p>f) Available</p> <p>g) Available.</p> <p>h) Register is maintained by the library staff</p> <p>i) For Hons. student: 2 For General students: 2 (for 15 days)</p>	
<p><b>Remark:</b> Number of copies of each title should be increased. More research journals should be subscribed. Also, more number of books must be provided to interested students.</p>			
2.	<p><b>A. Status of Laboratories:</b></p> <p>i) <b>No of Laboratories:</b></p> <p>ii) <b>Status of instrument:</b></p> <p>iii) <b>Upgradation as per new technological developments and requirements of the course curriculum:</b></p>	<p>i) 10</p> <p>ii) In working condition.</p> <p>iii) As per new and modern syllabus labs are updated.</p>	
<p><b>Observations</b> Laboratory is maintained properly</p>		<p><b>Remarks</b> Satisfactory. Needs to be updated by (i) installation of the needful items, like fume chamber (chemistry lab), separate storage systems, proper colouring of</p>	



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		different items, installation of exhaust fans, purchase and installation of new instruments as per course curriculum etc. In general, as per new and latest syllabus labs are to be updated by a few basic instruments as per course curriculum.	
	<p><b>B. Status of Computer Lab:</b></p> <p>a) Availability of licensed software as per the course curriculum.</p> <p>b) Number of computer labs:</p>	<p><b>B)</b></p> <p>a) Yes.</p> <p>b) Number of computer labs: 02</p> <ul style="list-style-type: none"> <li>➤ Number of PCs- 50</li> <li>➤ Details of printers-02</li> <li>➤ Details of servers- Nil</li> <li>➤ Internet connectivity- The internet connectivity is good and the labs are connected via LAN.</li> <li>➤ Up gradation as per technological developments: Up gradation is done when necessity arises.</li> </ul>	
<b>Remark:</b> The status of the laboratory is satisfactory			
	<p><b>C. Availability of Herbal garden/Aquaculture/Eco friendly practices/Animal House etc.</b></p>	<p>C) College is in the process of maintaining a herbal garden. They are also protecting indigenous varieties of plants in the campus. The campus is tobacco free and plastic free zone and has a compost pit. There is a pond in the college where the college practices pisciculture and also tries to keep a bio-diverse environment. The pond is also used for water harvesting.</p> <p>The entire campus is eco-friendly.</p>	
<b>Remark:</b> Efforts are highly satisfactory			
	<p><b>D. Availability of Auditorium/Seminar Hall/Stadium (Number and capacity):</b></p>	<p>D) One Seminar Hall with capacity of 80 persons.</p>	



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	<b>Remark:</b> Sitting capacity must be increased with other essential facilities.	
3.	<p><b>Extra-/Co-curricular activities Conducted by the college</b></p> <p>a) Performance in games and sports:</p> <p>b) Conference</p> <p>c) Seminars-</p> <p>d) Workshops-</p> <p>e) Continuing Education Programmes (Skill upgradation)/Value based education:</p> <p>f) Community outreach /Extension</p> <ul style="list-style-type: none"> <li>▪ NSS:</li> <li>▪ NCC:</li> <li>▪ NGOs:</li> </ul>	<p>a) Performance in games and sports: The college football and athletics team participate in inter-college level tournaments every year. The college has been performing well for the past many years at sporting events.</p> <p>b) <b>Conference:</b></p> <ul style="list-style-type: none"> <li>▪ National- Nil</li> <li>▪ International- Nil</li> </ul> <p>c) Seminars, workshops- 44</p> <p>d) N.S.S.- Three units of N.S.S. is functioning. Volunteers 150. NCC- 160.</p> <ul style="list-style-type: none"> <li>▪ No. of faculty hrs for outreach activities: 64 hr/year</li> <li>▪ No. of student hrs for outreach activities: 120 hr./year</li> </ul>
	<b>Remarks:</b> Several best practices may be credited to the college. It is advised to arrange more seminars and symposia for the students.	
4.	<b>Publication of the college (Dept. wise):</b>	Nil
	<b>Remark:</b> Performance is yet to improve. College wall magazines must be put up regularly. Departmental teachers must have to publish their research papers, text and reference books.	



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5.	<p>1. <b>Students Personality Development related activities (such as mock test, group discussion, quizzes etc):</b></p> <p>2. <b>Establishment of Personality Development Lab(s)</b> including provision for trained faculty to conduct practical sessions /Career counselling cell:</p>	<p>1. Mock parliament competition and department wise quiz completion held in every year.</p> <p>2. Career counselling cell is functioning. It motivates and guides the students in a proper way. This cell organises special classes for the students by outsourcing experts to guide the students for their career.</p>	
<p><b>Observations and Remark:</b> The institution has a Career counselling / Guidance cell. The cell organizes information kiosks along with training for particular examinations, seminars, lectures, mock interviews, workshops. Activities are highly praise-worthy.</p>			
6	<p><b>Placement Activities:</b></p> <p>i) No of companies visited in the campus</p> <p>ii) Av. salary offered</p> <p>iii) Existence of Training and Placement office in the institute</p>	<p>i) 03 (TCS, NTTF and Mahindra)</p> <p>ii) 21,000</p> <p>iii) Yes.</p>	
<p><b>Remark:</b> The cell should maintain a record of student placement outside of the campus also.</p>			



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7	<p><b>Other facilities available in the institutes</b></p> <p>a) <b>Details of remedial coaching:</b></p> <p>b) <b>Feedback from the faculty (based on interaction with faculty on parameters like salary, leaves, research facilities, recognition of their contribution, their respect, promotion and overall academic environment):</b></p> <p>c) <b>Feedback from the Students:</b></p>	<p>a) Remedial classes are offered by faculty and availed by students as and when required even in excess of UGC guidelines since many faculty members stay in and around the campus.</p> <p>b) Feedback from the faculty does not receive in a proper manner,</p> <p>c) Anonymous Feedback from the students is collected every year, after which these are analysed by the IQAC and placed before the Academic sub-committee and subsequently with the Governing Body of the college for their consideration and policy formation.</p>	
<p><b>Remark:</b> Satisfactory performances have been exhibited. However, college has to collect the feedback forms in proper manner from the teachers and students (department wise) on regular basis.</p>			

**Overall Observations and Recommendations:**

The University **Audit Team** has thoroughly checked and verified the documentary evidences in support of all the activities and things mentioned in this **Audit Report**. At the time of visit to the college, the Audit Team has met separately all the major stakeholders. Physical verifications have been conducted in respect of all items that were placed by the college authority before the Audit Team. The Audit Team has received all required explanations and clarifications from the college authority.

The authority of the college extended all sorts of co-operations to conduct the academic audit smoothly. The audit team expresses its hearty thanks to them. The principal, members of IQAC, teachers and other staff and the students of the college extended their whole-hearted support for conducting this academic audit. On the whole it can be remarked



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that there are good number of things/ activities/practices to the credit of the college that have direct or indirect impact on the improvement of academic climate as well as standards of the college.

At the same time, some flaws are also observed. In the opinion of the Academic Audit Team, the following are the things/areas of strengths and weaknesses of the college.

## Things/Areas of Strengths:

- There are very active NSS unit.
- There are Playground, Gymnasium and arrangements for different games and sports;
- There are friendly and cordial relationships among the teachers, students and other staff of the college;
- There are plenty of endeavours of the management of the college to up-lift academic environment and standards.

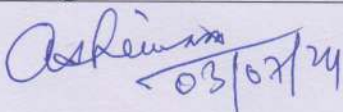
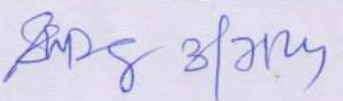
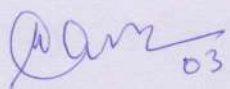
## Things/Areas of Weaknesses:

- The college is situated in the remote area of Purulia District, so, the college is not convenient geographical location and communication;
- Mostly first-generation learners come here;
- The cleanliness all over the campus should be enhanced;
- There is a lack of adequate fulltime teaching and non-teaching staffs.
- In Honours subjects there are wide spread disparities in respect of intake for admission, number of students admitted and number of students appeared in the final examination.
- Practical based departments are to be well equipped with sophisticated instruments as per course curriculum

## Assessment and Accreditation

After the audit and assessment, the team unanimously put the accreditation to the college as 'Good' (56%).

## Signature of the Academic Audit Team

Sl. No.	Name	Signature with date
1.	Prof. Asim Kumar Nath Professor, Department of Zoology, SKBU	 03/07/24
2.	Prof. Subrata Kumar Dey Professor, Department of Chemistry, SKBU	 03/07/24
3.	Tapan Kumar Hazra Inspector of Colleges, SKBU	 03.07.2024

