



SUNDARBAN HAZI DESARAT COLLEGE

ESTD - 1961 NAAC ACCREDITED

Affiliated to University of Calcutta :: RUSA 2.0 Funded

Ref/No. :

Date :

Academic and Administrative Audit (AAA) For the Year 2021-22

Audit Team

Sl No	Name	Signature
1	Dr. Sanjib Chattopadhyay, Principal Bangabasi Evening College, Kolkata (Chairperson)	 Principal Bangabasi Evening College Kolkata - 700 099
2	Dr. Alak Kumar Das, Principal Domkal Girls' College, Kolkata (Member)	 PRINCIPAL Domkal Girls' College Domkal, Murshidabad
3	Dr. Purna Chandra Maity, Principal Acharya Jagadish Chandra Bose College, Kolkata (Member)	 Principal A. J. C. Bose College 1/1B, A. J. C. Bose Road, Kol-20
4	Dr. Uttam Kumar Guru (IQAC Coordinator) Sundarban Hazi Desarat College	 Co-ordinator IQAC Sundarban Hazi Desarat College Pathankhall, 24 Pgs. (S). 743611
5	Dr. Tarun Mandal (Principal) Sundarban Hazi Desarat College	 Principal Sundarban Hazi Desarat College Pathankhall, South 24 Parganas



VILLAGE & P.O. - PATHANKHALI
P.S. - GOSABA
DIST. - 24 PARGANAS SOUTH
PIN. - 743611
PHONE - 7584906541
email - shdcollege1961@gmail.com
Web - www.hazidesaratcollege.ac.in

ACADEMICAUDITREPORT

2022-23



SUNDARBAN HAZI DESARAT COLLEGE

ESTD.-1961. A GENERAL DEGREE COLLEGE UNDER UNIVERSITY OF CALCUTTA
ACCREDITED BY NAAC WITH GRADE 'B+' AND RUSA 2.0 FUNDED

Pathankhali, Gosaba, West Bengal 743611

Website: www.hazidesaratcollege.ac.in



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1. INSTITUTIONAL DATA

2. NAME	: Sundarban Hazi Desarat College
ADDRESS	: Pathankhali, Gosaba, West Bengal-743611
WEBSITE	: www.hazidesaratcollege.ac.in
3. FOR COMMUNICATION	: Principal, Dr. Tarun Mandal M.Com, DSW(LW), ICWA(Inter), PDHRM Phone: 8777579943 E-mail: principal.shdc61@gmail.com
4. IQACCO-ORDINATOR	: Dr. Uttam Kumar Guru, M.A., Ph. D
Mobile	: 9434367053
Email	: rgurru@gmail.com
5. STATUS OF THE COLLEGE	: Affiliated to the University of Calcutta
6. TYPE OF INSTITUTION	: Co-educational College
7. SHIFT OF THE COLLEGE	: Day
8. SOURCE OF FUNDING	: Grant-in-Aid
9. DATE OF ESTABLISHMENT	: 14 th August, 1961
10. AFFILIATED UNIVERSITY	: University of Calcutta
11. LISTED UNDER	: UGC 12B and 2f
12. LOCATION	: Rural
13. HOSTEL	: Both Boys' and Girls' Hostels
14. CAMPUS AREA	: 45324.79 sq.mts.
15. BUILT UP AREA	: 8350 sq.mts.



2. DETAILS OF COURSE OFFERED DURING THE SESSION 2022-23

Subjects	Total	General(55%)		SC(22%)		ST(6%)		OBA-A(10%)		OBA-B(7%)	
		Without PWD	With PWD(5%)	Without PWD	With PWD(5%)	Without PWD	With PWD(5%)	Without PWD	With PWD(5%)	Without PWD	With PWD(5%)
Bengali Hons	199	110	6	44	2	12	1	20	1	13	1
Education Hons	128	70	4	28	1	8	0	13	1	9	0
English Hons	36	20	1	8	0	2	0	4	0	2	0
History Hons	79	43	2	17	1	5	0	8	0	6	0
Political Science	43	24	1	9	0	3	0	4	0	3	0
B.Com Hons	20	10	1	4	0	1	0	2	0	1	0
Mathematics	20	11	1	4	0	1	0	2	0	2	0
BA General	596	327	16	131	7	36	2	60	3	42	2
B.Com General	35	18	1	7	0	2	0	3	0	2	0
B.Sc General	75	39	2	16	1	4	0	7	0	5	0



3. COLLEGE PROFILE

Located in the outlying area of the Sundarbans and plagued with communicational bottlenecks, woeful grid supply, our college has, however, traversed a long and eventful journey for 61 years. The college started with a humble tile-roofed building, but the undaunted zeal and spirit of the staff and people of the locality in the early years enabled it to metamorphose, though on a slow pace, into an institution that can now boast of a number of large buildings and separate hostel campuses for boys and girls. Having once struggled myriad odds, the college has been successful in building academic careers of many students who are now well placed in life. Taking charge of the college has enabled me to pursue my long-cherished dreams about transforming this college into an ideal one.

Despite financial handicaps, the college authority has managed to undertake basic infrastructure development like proper sanitation, extension of drinking water facilities, renovation and repair of administrative buildings, existing classrooms and boys' hostel, conversion normal classrooms into smart ones.

Two rain-water harvesting systems were constructed one with financial assistance from P C Chandra Group under CSR, the other fully funded by the college. Both office and library have been automated. Full-proof arrangements have been made for power back-up for 24 hours in the campus to address the appalling grid supply in these areas. In the last year our development activities included renovation of library, old girls' hostel, science building, main gate of the college and in-campus pavement and setting up of a new gymnasium for use by girl students.

The academic development has been noticeable during the last two years. Mathematics Honours course was introduced in the session 2020-21. To open Honours courses in the subjects of Zoology, Botany, Anthropology, Sanskrit, Philosophy and Physical Education is in the pipeline. To enhance employability skills as many as nine Add-on courses were introduced since 2019-20 session. To attain academic excellence, several teaching learning reform initiatives have been undertaken, like restructuring of college website to make it more student information-centric, introduction of LMS, online feedback system, online open public access catalogue system, repository, ICT based teaching facility in all classrooms, micro-teaching group discussion, student seminar and wall magazine, SMS gateway. The college prides itself on launching a mobile app *Chanakya* – a student-teacher interface meant mainly for mentoring, but accommodating enough to keep all class related data in a single database.

Students' support and progression is on top of our priority list, and to see some bright minds being groomed here under our tutelage despite so many disadvantages at their ends, we dream, many of them would flourish in life, contributing to nation building.

Recently this institution plan to adopt different add-on course and certificate course regarding tailoring, Yoga, Computer Application, Poultry Farming etc. which will help the students to empower them economically.



4. OBJECTIVES OF ACADEMIC AUDIT

NEED FOR ACADEMIC AUDIT:

The IQAC of Sundarban Hazi Desarat College in its endeavor to ensure quality in academic matters opted for academic audit by internal and external peers. To assess the institutional performance in academic matters the Governing Body of Sundarban Hazi Desarat College instructed the Principal to arrange academic Audit of the college for the session 2022-23. It was desired that the audit would help the institution take corrective measures and go for betterment of its performance, wherever needed.

AIMS OF THE ACADEMIC AUDIT:

The aim of the academic audit was

- To determine whether the delegated responsibilities for quality and standards of academic provision are being appropriately discharged in the institution.
- To examine and ensure that along with academic activities, developmental and research related activities of the college are being carrying out in suave manner.
- To identify its strengths, weaknesses, opportunities and challenges for further progress.

GUIDING PRINCIPLES OF THE ACADEMIC AUDIT:

The guiding principle of the Academic Audit has been fair, transparent and objective evaluation of various aspects of institutional functioning and performance in academic matters following standards set by NAAC for self-correction, academic betterment and quality management in effective and efficient manner.

5. STEPS FOR ACADEMIC AUDIT:

The Principal placed an agenda to discuss the formation of Academic Audit Committee, in the meeting of GB for conducting an Academic, Administrative Audit.

SL NO	DATE	ACTIVITIES
1	05/04/2024 (10:30 AM – 1:00 PM)	Discuss with Head of the Departments(HODs) and scrutiny of departmental registers and other important related papers
2	05/04/2024 (2:00 PM – 3:00PM)	Discussion with administrative and ministerial staff and scrutiny of required papers
3	05/04/2024 (3:00 PM-4:00 PM)	Meeting with members of Audit Team, discussion on recommendations and implementation of recommendations



6. INTERNAL MEMBERS OF THE AUDIT TEAM

Convener & Chairperson of Audit Committee

Dr. Tarun Mandal,

Principal, Sundarban Hazi Desarat College

SL. NO.	NAME	DESIGNATION	INSTITUTION
1.	Mrs. Granthana Sengupta	Assistant professor in Economics, Convener, Academic Sub-Committee	Sundarban Hazi Desarat College, Pathankhali, West Bengal-743611
2.	Dr. Sk. Sabyasachi	Assistant Professor in Physics	Sundarban Hazi Desarat College, Pathankhali, West Bengal-743611
3.	Dr. Bappaditya Naskar	Assistant Professor in Chemistry	Sundarban Hazi Desarat College, Pathankhali, West Bengal-743611
4.	Mr. Baraj Mohan Samal	Assistant Professor in Anthropology	Sundarban Hazi Desarat College, Pathankhali, West Bengal-743611
5.	Mr. Sayon Mondal	State Aided College Teacher	Sundarban Hazi Desarat College, Pathankhali, West Bengal-743611
6.	Mr. Samsuddin Laskar	State Aided College Teacher	Sundarban Hazi Desarat College, Pathankhali, West Bengal-743611

7. EXTERNAL MEMBERS OF THE AUDIT TEAM

Sl No	NAME	DESIGNATION	INSTITUTION
1.	Dr. Purna Chandra Maity	Principal, Chairperson	Acharya Jagadish Chandra Bose College, Kolkata.
2.	Dr. Ashish kumar Sana	Professor, Member	Department of Commerce, University of Calcutta.
3.	Dr. Suvankar Chakraborty	Principal, Member	Sundarban Mahavidyalaya, South 24 Parganas.
4.	Dr. Sanjib Chattopadhyay	Principal, Member	Bangabasi Evening College, Kolkata.
5.	Dr. Alak Kumar Das	Principal, Member	Domkal Girls' College, Murshidabad.
6.	Dr. Dhruba Charan Hota	Principal, Member	Sukanta College, South 24 Parganas.



8. Curricular Planning and Implementation

Within the stipulated norms of the University Syllabi, the institute offers courses that integrate crosscutting issues that are relevant to the sensitization towards gender, professional ethics, human values, Environment, and sustainability. Environment and Sustainability: Environmental studies are integrated into the curriculum through the AECC Course in Semester II and integrated in the UG Syllabi of Botany, Zoology, Anthropology, English, Economics and Geography. Issues on General Health and Nutrition as part of sustainable development are integral to the UG curriculum of Education, History, Zoology, and Anthropology. Gender sensitization and relevant issues are included in the UG Syllabi of Political Science, Bengali, English, Education and History amongst others. Issues on Gender have been also actively integrated into the curricular activities through seminars and interdepartmental lectures. Issues related to Professional Ethics are integrated in the UG courses of English, Education and Commerce subjects. The Institute also conducts an add-on course in Ethics integrating it within the main curriculum. The students take classes in Bengali, Political Science, Education, English, and Commerce, which also contain lessons on moral principles and Human Values. The Institution also integrates cross-cutting issues through various programmes, and co-curricular activities like film shows, that were conducted through an online platform during the pandemic. The Institution also undertakes various activities like seminars, conferences, and commemorates many important days like International Day of Forests and International Women's Day in the calendar through student centric programmes that inculcate ideas of social and moral values.

<i>Curriculum Planning and Implementation</i>	<i>Details Available</i>
Academic Calendar 2022-23	Appendix-I

Number of Add on /Certificate/Value added programs offered in the year 2022-23:

During the academic year 2022-23 total 22 Value Added Courses have been conducted in our institution.

a) Basic Health education- Physical Education
b) Course on GENERAL AWARENESS AND APTITUDE Based on Mathematics- Mathematics
c) Leadership and Personality development Course- Economics and Commerce
d) Stress Management Course- Education
e) Tourism and Geography- Geography
f) Indian Knowledge System- Rupak Ghoshal
g) Scientific Writing course- Sagnik Banerjee



h)	Basic Entrepreneurship Skill- Anupam Sahoo
i)	Understanding Gender and Law- NSS and Political Science
j)	Journalism- Anupam Sahoo
k)	Proof Correction- Tushar Naskar
l)	Wave and Oscillation – Bappaditya Naskar
m)	Desktop Publication –DTP- IQAC
n)	Developing Nursery of medicinal plants- Manasi Mandal
o)	Women in Art and Literature- Madhumanti Panja
p)	Fresh water- Pisciculture- Anisa Mitra
q)	Human Rights- NSS and Political Science
r)	Film Appreciation Course- Sagnik Banerjee
s)	Organic Farming and Nursery Beautification- Motiyur Rahaman
t)	Translation – Hindi to Bengali
u)	Communicative English and Soft Skill- English
v)	French language- IQAC
w)	Web Designing – Right Brains Technology
x)	Advance Excel- Right Brains Technology

Feedback Mechanism:

Given the opportunity of access to PCs/Laptops/Android sets by most of the students, the college kept an online mode of collecting feedback. ***There*** are feedback mechanisms for all stake holders in college like-

1) Student 2) teachers 3) Alumni 4) Employers

There is a window in our website for feedbacks from all stake holders of the college specially the students.



9. TEACHING- LEARNING AND EVALUATION:

Enrolment percentage of Students during the session 2022-23

Total Number of Sanctioned Seats for Students	Total Number of seats filled during the year 2020-21	Enrollment Percentage (2020-21)
1231	904	73.44 %

Percentage of seats filled against seats reserved for various categories during the session 2022-23:

Reservation Category	Gen	SC	ST	OBC-A	OBA-B	PWD	Total
Total Seats In Different Category	643	257	70	117	82	62	1231
Seats Filled Against Reservation Category	614	201	52	19	18	0	904
Percentage (Seats filled against each Category)	95.48%	78.21%	74.28%	16.23%	21.95%	0.00%	73.43%

Full time Teacher Ratio during the session 2022-23:

Total Number of Students	Total Number of Full time Teachers	Full Time Teacher Ratio
1522	46	33.09

Student centric Learning Activities using ICT Tools during the session 2022-23:

SL No	Category	Name of Activity
1	Participative Learning	Publication of Departmental Wall Magazine by each department of College
2	Micro Teaching	Teaching on Special classes done by each department using smart board
3	Special class	Awareness on different aspect of law, ethics and environment are delivered through special classes by every department
4	Excursion	Some departments like Zoology, Botany, Anthropology, History, Education organized excursion for filed works
5	Group Discussion	Group Discussions on contemporary topics were done by students of various disciplines
6	Participative learning	Participative learning on First Aid By Department of Physical Education

Percentage of full-time teachers against sanctioned posts during the session 2022-23:

Total Number of Sanctioned Post	Total Number of Full time Teachers	Percentage of Full Time Teachers
27	26	96.29%



Percentage of full time teachers with Highest Qualification like- NET/SET/SLET/ Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during 2022-23:

Total Teachers with Highest Qualification	Total Number of Full time Teachers	Percentage of Full time Teachers with Highest Qualification
31	46	67%

Pass percentage of Students during the session 2022-23:

Number of Students appeared	Number of students Passed	Percentage of Students Passed
418	335	80.14%

10. RESEARCH INNOVATION AND EXTENSION:

Number of Seminar/Conference/Workshops held During the Session 2022-23:

Sl No	Name of the Event	Date
1	Food Habits and Cancer : Knowing it exists is not enough by Dr. Sankar Kumar Nath Organized by Department of Chemistry	28.02.2023
2	Anti-ragging awareness Seminar by Pijushkanti Adhikary	12.09.2022
3	Marxian Economics and Political Order by department of Economics	19.08.2022
4	Electoral literacy club voter education workshop by Rupali Halder	25.08.2022

Publication of Faculties during the Session 2022-23:

Sl No	Category	Number
1	Research Papers	23
2	Book Chapters	7

Faculty Induction Programme/Orientation Programme Attended by The Faculty Members During the Session 2020-21:

Sl No	Category	Number
1	Faculty Induction Programmes(FIPs)	0
2	Orientation Programme(OP)	0
3	Refresher Course(RC)	5

NSS Extension Activities During the Academic Session 2022-23:

7-Day Special Camp in the Village Pathankhali: 'NSS Adopts Pathankhali Village'

Sl No	Name of the Event
1	Health Awareness Campaign for Children, Adults, and the Elderly: (13-03-23)
2	Planting Tree Saplings, Campaign for Women Empowerment: (14-03-23)
3	NSS Special Camp: Seminar and Workshop on International Women's Day/Drawing Competition by the Students: (15-03-23)



4	Promoting Education Awareness/Literacy Campaigns/Computer training of village school students under the special camp: (16-03-23)
5	Village Cleaning initiative under the 'Swachh Bharat Mission': (17-03-23)
6	Promoting the Elimination of Superstitions: (18-03-23)
7	Raising Awareness on 'Limiting Children's Exposure to Mobile Phones': (19-03-23)

Memorandum of Understanding (MoUs) During the Session 2022-23:

Sl No	MoU	W.e.f. Date
1	Mathematics Departments of S H D College & Sundarban Mahavidyalaya	06-2-2023
2	Moyna College, Purba Medinipur, West Bengal	10-09-2022
3	Nature Mates Club	20-01-23
4	Prafulla Chandra College	20-07-2022
5	Surendranath Evening College, Kolkata	01-03-2023
6	Vivekananda Mission Mahavidyalaya	07-01-2023
7	Sundarban Bijohnagar Vivekananda Farmers' Club	15-10-2022
8	Shisuram Das College, West Bengal	25-11-22

11. INFRASTRUCTURE AND LEARNING RESOURCES

Physical facilities Available in the College During the period of 2022-23:

Sl No.	Facilities	Number
1	Class Room including smart classroom	40
2	Class room (With interactive smartboards with LAN connectivity)	5
3	Science Labs	6
4	Computer Labs	3
5	Seminar Hall	1
6	Auditorium	1
7	Hostels	3
8	Playgrounds	2
9	Gymnasiums	2
10	Ponds	3



Total Number of Books Available in the Central Library of College during the Academic Session 2022-23:

Existing Books	New Added Books	Text BOOK	Reference Books
23658	668	637	31

Note: The above book number includes books purchased from July, 2022 to June, 2023

The expenditures on e-books and e-journals are identical since both are accessible through INFLIBNET During the Session 2022-23:

Library resources	If yes, details of memberships/ subscriptions	Expenditure on subscription to e-journals, e-books (INR in lakhs)	Expenditure on subscription to other e-resources (INR in lakhs)*	Total Library Expenditure
Books				1.31
Journals				0
e- books**	Annual Membership (INFLIBNET)	0.059		0.059
e – journals**	Annual Membership (INFLIBNET)	0.059		0.059
e-ShodhSindhu	*	Available Free		
Shodhganga	*	Available Free		
Databases	*	Available Free		
Local and / or Remote access to e- resources (Specify)	Local(WIFI), Remote (INFLIBNET)	0.059		0.059

**A lot of e-resources are available free through DU e-resources link which is available to all constituent colleges.*

Expenditure, excluding salary for infrastructure augmentation during 2022-23:

Particulars	2022-23 (In Rs.)
Capital Expenditure	2788485.00
Revenue Expenditure Excluding Salary	7423399.00
Total Expenditure	10211884.00

**Salary Rs.495.07337/-(In Lakh Rs.)*

IT Facilities and Infrastructure Available During the Academic Session 2022-23:

The college has 70 computers with Wi-Fi facilities. The entire campus is Wi-fi enabled with high speed internetConnection. The total number of nodes present in the College campus is 70 which includes 10 Wi-Fi access points. Since the number of users are increasing day by day the existing Internet Bandwidth has been upgraded to 50Mbps.



Information Technology (IT) Related Assets Available for Academic and Administrative Purpose for the session 2022-23:

IT Assets	Laptop	Computer	Printer	Photo copy	Hard disk
Number	24	82	5	3	10
IT Assets	Router	Smart Board	CC Camera	Battery	UPS
Number	18	2	40	20	10
IT Assets	Camera	Projector	Pen drive	Amplifier	CC-TV machine
Number	5	18	9	7	4
IT Assets	Printer cum Scanner		Micro phone		Scanner
Number	13		8		1

Resource Mobilization During the Session 2022-23:

Sl. No.	Activity	Amount (In Rs.)
1	Donation from EILM through Ch. No. 185074, Dated 06.09.2022 for TOTO (e-rickshaw)	1,00,000/-
2	Donation received from P.C.Chandra Group for installation of Drinking Water cooler through Ch.No. 544139, dated 01.12.2022	1,00,000/-

12. STUDENT SUPPORT AND PROGRESSION:

Scholarships and freeships received by students during the session 2020-21:

Sl No	Scholarship and Freeships	Number of Students	Amount Received by Students (In Rs.)
1	Post Matric SC Scholarship	716	52,81,020/-
2	Post Matric ST Scholarship	65	4,60,800/-
3	Post Matric OBC Scholarship	91	7,28,000/-

Capacity building and skills enhancement Activities during the session 2022-23:

Yoga, Physical Fitness, Health, and Hygiene, self-employment and entrepreneurial Skills:

Serial No.	Name of the Event	Date
1	Fitness camp	29/08/2022
2	Maintaining Health and Hygiene	12/08/2022
3	Self-employment skill	24/02/2023
4	Entrepreneurial skill	10/03/2023

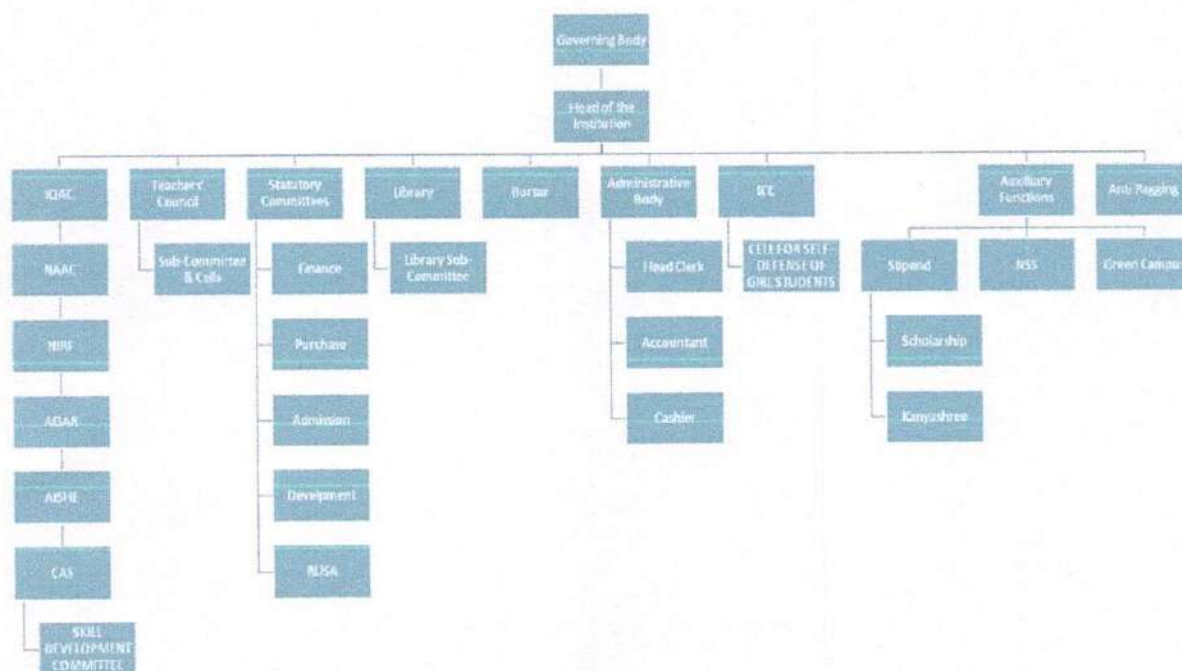
Students benefitted by guidance for competitive examinations and career counseling offered by the Institution and Placement of Students during the academic:

benefitted by guidance for competitive examinations	No of Placement of Students	benefitted by career counseling	No of Placement of Students
225	00	836	00



13. MANAGEMENT AND GOVERNANCE

13.1 Organogram of The College:



13.2 ROLE OF PRINCIPAL:

1. Formation of different sub-committees for managing and maintaining different aspects/sections of college.
2. Regular meetings of these committees for smooth governance of the entire system;
3. Quick disposal of grievances of any stakeholder - students/teachers/employees/guardians- by holding meetings of related sub committees.
4. Regular meetings of Teachers' Council where all grievances or complaints of teachers are addressed.
5. Principal, as Head of Office, holds meetings of members of non- teaching staff in every month.
6. In order to engender/foster a democratic set-up, the college authority has made it a point to give free access to even Principal.

During the Lockdown when these grievances could not be heard/resolved in in-peron mode, the college authority emphasized that any stakeholder could call even the Principal for redressal of any grievances.



13.3 Role of IQAC:

The IQAC is meant for planning, guiding and monitoring Quality Assurance(QA) and Quality Enhancement (QE) activities of the college. Following aims have been set by IQAC in which IQAC will play a major role during the academic session 2022-23:

1. To initiate a policy, tentatively named, Nichola Tesla Group , through which to identify brilliant and good students from every discipline.
2. Mediocre and slow learners, identified in the Entry Point Test and in classrooms, would also be identified and pooled into Thomas Edison Group. They would also be mobilized and encouraged through regular motivational sessions.
3. Various social, cultural, environmental and sports club would be founded.
4. To instill environmental ethics among students, the college has adopted #go Green Project through which every newly admitted student is gifted with a sapling for planting at home.
5. To take measures for organizing a Job Fair in the campus for engaging students in job sectors immediately upon completion of their UG courses.
6. To provide incentives to teachers participating in seminars/conferences/webinars.
7. NSS to adopt the village of Tentulali and work for its development.
8. To organise two memorial lectures.

13.4 Role of Academic Committee:

For Proper implementation and smooth functioning of the academic related activities following role will be played by Academic Committee during the session 2020-21:

1. Preparation of Academic Calendar for the session 2020-21 along with monitoring and implementation of calendar related activities.
2. Monitoring the College Learning Management system (LMS) which includes updated syllabus and curricular delivery schedule of each department year wise.
3. To implement and monitor the policy of regular online classes and exams during the academic session 2020-21.
4. To implement and monitor the system Online Examination Grievance Window for students.
5. To ensure smooth, effective and efficient and authentic implementation of different exams held within the college campus like: Online Periodic Exams, Online Tutorial



Exam, Online Practical Exam, Online End Sem/Year Exam under and monitoring the question uploading mechanism in college website during COVID-19.

6. To encourage the teachers of the institute with the help of IQAC to participate in the activities like: Academic council/BOS meeting of Affiliating University, Setting the question papers for UG/PG programs, Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University.

13.5 Role of Teachers' Council Secretary:

1. In order to create awareness about Covid-19, council will recommend to form a committee of teachers whose major role would to spread awareness among students regarding Covid-19.
2. To ensure the involvement of all teachers in the newly developed online admission system of the college.
3. To ensure smooth functioning of all academic and administrative activities of the college in online mode during the period of covid-19.
4. To ensure all the welfare related matter related to teachers are being monitored during the pandemic period.
5. To form different committees for the proactive participation in different academic and administrative related matters of the college.

13.6. Best Practices of the College:

Despite the devastating Lockdown during the entire tenure of 20-21, the college has implemented the following two best practices:

1. From 3rd semester onwards, all students have been encouraged to register for free-coaching for various competitive examinations in online mode.
2. To instill environmental ethics among students, the college has adopted **#goGreen** Project through which every newly admitted student is gifted with a sapling for planting at home. Hostellers are encouraged to plant their saplings in the campus itself. Besides, IQAC has adopted the policy of 'Collect Plastics and Gift Yourself A BPA Free Water Bottle'. That is, in exchange of 100 pieces of used plastics in the campus, the student would get a BPA free water bottle. Though this best practice could not be implemented properly for lockdown, IQAC organised World Environment Day on June 5, 2020 to foster the spirit of greening the globe.



RECOMMENDATIONS:

1. Honours Programme/Courses to be open in the subjects like: Zoology, Botany and Anthropology and Philosophy.
2. Policy documents should be done in properly for department of Bengali and department should focus more on research and publication.
3. For History Department Policy documents should be more precise and no of certificate courses should be increased.
4. For The Department of education ICT based clsses should be increased and more research works could be done.
5. In Political Science Department student participation should be more and future plans should be discussed in focused manner.
6. Department of Geography needs a proper well equipped laboratory.
7. More programmes cum orientation should be given to students in the areas like Ethics, Sports and Culture and necessary steps related to these should be taken.
8. More academic and non-academic related activities should be taken by department of Philosophy and Sanskrit.
9. Emphasis should be given on introducing more value added courses along with regular curricular and Co-curricular activities.
10. Research facilitates and tools in the LAB should be upgraded and the necessary and important tools and instruments should be make available to students.
11. Recruitments on ad hoc basis to be made in administrative section to streamline the ministerial workload.
12. It has been recommended that a Journal in the name of the college to be introduced.



APPENDIX-I
SUNDARBAN HAZI DESARAT COLLEGE
ACADEMIC CALENDAR
ACADEMIC SESSION 2022-23

MONTH	EVENT	DEPARTMENT/ COMMITTEE
JULY	COMMENCEMENT OF SEMESTER-V CLASSES from 4 th week SPECIAL CLASS ON SPORTS INJURY IN 4 TH WEEK	ACADEMIC SUB- COMMITTEE DEPARTMENT OF PHYSICAL EDUCATION
AUGUST	COMMENCEMENT OF SEMESTER-III CLASSES in 2 ND WEEK SEMINAR ON E-LEARNING in 2 nd week CELEBRATION OF "AZADI KA AMRIT MAHOTSAV" ON AUGUST 15 TH Departmental seminar in 3 rd week Microteaching in 3 rd week Group discussion in 4 th week Quiz in 4 th week SPORTS DAY IN 4 TH WEEK	ACADEMIC SUB- COMMITTEE EIILM AND SHDC NSS Department of economics and political science Department of commerce Department of English Department of History SPORTS SUB- COMMITTEE
SEPTEMBER	PUBLICATION OF WALL MAGAZINE ON SEPTEMBER 5 TH	ALL DEPARTMENTS



	'GURUPRANAM" , A CULTURAL PROGRAMME TO CELEBRATE TEACHERS' DAY in 2nd week COMMENCEMENT OF SEMESTER-I CLASSES in 1ST WEEK IN 3RD WEEK Departmental seminar Microteaching Ishwar Chandra Vidyasagar's birthday celebration in 4th week A CULTURAL PROGRAMME TO COMMEMORATE GURUDEV RABINDRANATH TAGORE ON SEPTEMBER in 4th week Group discussion in 4TH WEEK Quiz IN 4TH WEEK Mentoring class IN 4TH WEEK	CULTURAL SUB- COMMITTEE ACADEMIC SUB- COMMITTEE Department of Sanskrit Department of History Department of education CULTURAL SUB- COMMITTEE & IQAC Department of Zoology Department of Botany Academic Sub-Committee
OCTOBER	PUJA VACATION	



NOVEMBER	COACHING CLASSES INTRODUCED FOR WB PRIMARY TET IN 1ST WEEK EXCURSION IN 2ND WEEK Departmental seminar IN 2ND WEEK Microteaching IN 2ND WEEK Group discussion IN 3RD WEEK Quiz IN 3RD WEEK PERIODIC TEST FOR SEMESTER-III & V Mentoring class IN 4TH WEEK	IQAC Department of Zoology Department of English Department of philosophy Department of Political Science Department of Chemistry EXAMINATION SUB-COMMITTEE Academic Sub-Committee
DECEMBER	Career counseling IN 1ST WEEK Entry point test for Semester I IN 1ST WEEK Departmental seminar IN 1ST WEEK Group discussion IN 2ND WEEK Quiz IN 2ND WEEK PERIODIC TEST FOR SEM I IN 2ND WEEK INTERNAL & TUTORIAL / PRACTICAL EXAMINATION FOR	Department of Education EXAMINATION SUB-COMMITTEE Department of Physics Department of Commerce Department of Mathematics EXAMINATION SUB-COMMITTEE



	SEMESTER-III AND V IN 3RD WEEK RAMANUJAN TALENT SEARCH EXAMINATION IN 3RD WEEK Educational rally IN 3RD WEEK Microteaching IN 3RD WEEK Mentoring class IN 3RD WEEK	EXAMINATION SUB-COMMITTEE SCIENCE CONSORTIUM Department of Education Department of Sanskrit Academic Sub-Committee
JANUARY	REMEDIAL CLASS FOR SEMESTER-III & V IN 1ST WEEK Student week celebration IN 1ST & 2ND WEEK INTERNAL& TUTORIAL / PRACTICAL EXAMINATION FOR SEMESTER-I REMEDIAL CLASS FOR SEMESTER-I Quiz contest IN 1ST WEEK Departmental seminar IN 1ST WEEK Microteaching IN 2ND WEEK Group discussion IN 2ND WEEK Quiz IN 2ND WEEK Slogan competition IN 4TH WEEK	ACADEMIC SUB-COMMITTEE NSS EXAMINATION SUB-COMMITTEE ACADEMIC SUB-COMMITTEE Science club Department of Zoology Department of Anthropology Department of Chemistry



	Mentoring class	Department of History Women's club ACADEMIC SUB-COMMITTEE
FEBRUARY	CELEBRATION OF "INTERNATIONAL DAY OF WOMEN AND GIRLS IN SCIENCE" in 1st week Excursion IN 2ND WEEK Departmental seminar IN 2ND WEEK COMMENCEMENT OF SEMESTER- IV, VI CLASSES IN 2ND WEEK CELEBRATION OF "VASHA DIBASH" ON 21ST FEBRUARY 2023 Microteaching IN 3RD WEEK Group discussion Krishimela IN 4TH WEEK Quiz Mentoring class Apiculture	Department of Political science Department of Botany DEPARTMENT OF PHILOSOPHY ACADEMIC SUB- COMMITTEE DEPARTMENT OF BENGALI AND CULTURAL SUB - COMMITTEE DEPARTMENT OF ENGLISH DEPARTMENT OF PHYSICAL EDUCATION SUNDARBAN RESEARCH SOCIETY DEPARTMENT OF CHEMISTRY ACADEMIC SUB-



		COMMITTEE SUNDARBAN RESEARCH SOCIETY
MARCH	Departmental seminar IN 1ST WEEK PARTICIPATORY LEARNING Microteaching IN 1ST WEEK CELEBRATION OF INTERNATIONAL WOMENS' DAY"IN 2ND WEEK Poster presentation on Gender Related Issue IN 2ND WEEK COMMENCEMENT OF SEMESTER II CLASSES IN 3RD WEEK ANNUAL SPORTS ON MARCH IN 3RD WEEK International Forest day observation IN 3RD WEEK CELEBRATION OF BASANTA UTSAV IN 4TH WEEK Group discussion in 4th week Quiz	DEPARTMENT OF ANTHROPOLOGY DEPARTMENT OF PHYSICAL EDUCATION DEPARTMENT OF PHILOSOPHY ICC-POSH Women's club ACADEMIC SUB- COMMITTEE SPORTS SUB- COMMITTEE Department of Botany Cultural Sub-Committee



	Mentoring class IN 4 TH WEEK	DEPARTMENT OF ECONOMICS & POLITICAL SCIENCE DEPARTMENT OF GEOGRAPHY ACADEMIC SUB- COMMITTEE
APRIL	Departmental seminar IN 1ST WEEK Microteaching IN 1ST WEEK Group discussion IN 2ND WEEK PERIODIC TEST FOR SEMESTER IV, VI Barshabaran Utsab IN 3RD WEEK AMBEDKAR'S BIRTHDAY WILL BE COMMEMORATED IN 3RD WEEK Quiz IN 4TH WEEK Mentoring class IN 4TH WEEK	DEPARTMENT OF BENGALI DEPARTMENT OF PHYSICAL EDUCATION DEPARTMENT OF COMMERCE AND ECONOMICS EXAMINATION SUB COMMITTEE Cultural Sub-Committee NSS DEPARTMENT OF HISTORY ACADEMIC SUB- COMMITTEE
MAY	Departmental seminar IN 1ST WEEK Microteaching IN 1ST WEEK	DEPARTMENT OF BENGALI



	Group discussion IN 2ND WEEK Mentoring class IN 2ND WEEK RABINDRAJAYANTI UTSAB IN 2ND WEEK PERIODIC TEST FOR SEM II IN 2ND WEEK INTERNAL& TUTORIAL /PRACTICAL EXAMINATION FOR SEMESTER IV, VI IN 2ND WEEK Rally for awareness IN 3RD WEEK Visit to Agri horticulture garden IN 3RD WEEK Discussion on GDP IN 3RD WEEK SUMMER RECESS	DEPARTMENT OF BOTANY, MATHS DEPARTMENT OF SANSKRIT ACADEMIC SUB-COMMITTEE CULTURAL SUBCOMMITTEE EXAMINATION SUB COMMITTEE EXAMINATION SUB COMMITTEE Women's club Department of Botany DEPARTMENT OF COMMERCE
JUNE	CELEBRATION OF WORLD ENVIRONMENT DAY IN 1ST WEEK INTERNAL AND TUTORIAL / PRACTICAL EXAMINATION FOR SEMESTER-II IN 2ND WEEK	GREEN CELL EXAMINATION SUB-COMMITTEE



	REMEDIAL CLASS FOR SEMESTER- II, IV, VI Yoga day celebration IN 3RD WEEK THEORETICAL UNIVERSITY EXAMINATION OF SEMESTER VI IN 4TH WEEK TENTAVILY	ACADEMIC SUB- COMMITTEE Department of physical education
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N.B.: All University examinations are subjected to prior notice provided by the University and commencement of offline classes, academic activities are subjected to notice to be issued by Govt. of W.B and University of Calcutta regarding the withdrawal of lockdown.





SUNDARBAN HAZI DESARAT COLLEGE

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Date :

Academic and Administrative Audit (AAA) For the Year 2022-23

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1. Dr. Purna Chandra Maity, Principal
Acharya Jagadish Chandra Bose College, Kolkata
(Chairperson)
2. Dr. Ashish Kr. Sana, Professor,
Department of Commerce, University of Calcutta
(Member)
3. Dr. Suvankar Chakraborty, Principal
Sundarban Mahavidyalaya, South 24 Parganas
(Member)
4. Dr. Sanjib Chattopadhyay, Principal
Bangabasi Evening College, Kolkata
(Member)
5. Dr. Alak Kumar Das, Principal
Domkal Girls' College, Murshidabad
(Member)
6. Dr. Dhruba Charan Hota, Principal
Sukanta College, South 24 Parganas
(Member)

Dr. Tarun Mandal, Principal
Sundarban Hazi Desharat College

Principal
Sundarban Hazi Desarat College
Pathankhali, South 24 Parganas



Purna Chandra Maity
Principal

A. J. C. Bose College
1/1B, A. J. C. Bose Road, Kol-20

Ashish Kr. Sana

Dr. Ashish Kumar Sana
Professor
Department of Commerce
University of Calcutta

S. Chakraborty

Principal
Sundarban Mahavidyalaya
Kakdwip, South 24 Parganas

Sanjib Chattopadhyay
Principal
Bangabasi Evening College
Kolkata - 700 009

PRINCIPAL
Domkal Girls' College
Domkal, Murshidabad

Dr. Dhruba Charan Hota
Principal
SUKANTA COLLEGE
Bhangankhali, Basanti, 24 Pgs. (S)

VILLAGE & P.O. - PATHANKHALI
P.S. - GOSABA
DIST. - 24 PARGANAS SOUTH
PIN. - 743611
PHONE - 8670414797
email - shdcollege1961@gmail.com
Web. - www.hazidesaratcollege.ac.in