

October	1. Online Inter-Departmental Class Of Political Science And Economics 1 st Week Puja Vacation	Departments Of Economics And Political Science
November	Online Special Guest Lecture On Women & Children Rights in 2 nd Week Online Internal Examination and Tutorial for Semester Ii, Iv, Vi. In 3 rd & 4 th Week Respectively	Political Science and Education Examination Sub-Committee
December	Online Extra Classes Continue for All Semesters in 1 st Week Online Theoretical University Examination For Semester I, Iii, V In 2 nd Week	Academic Sub-Committee
January	Commencement of Online Classes for Semester – Ii, Iv, Vi Online Inter-Departmental Class of Political Science and Education On “Legal Rights of Women” In 2 nd Week	Academic Sub-Committee Departments of Political Science and Education
February	Online Classes Will Continue Until Further Notice from State Government	Academic Sub-Committee
March	1. Excursion In 4 th Week	Department Of Botany
April	Online Classes Will Continue Until Further Notice from State Government Online Part-Iii Theoretical University Examination For B.A/B.Sc/B.Com	Academic Sub-Committee
May	Online Coaching Class for Competitive Examinations.	IQAC
June	Online Celebration of “World Environment Day” In 1 st Week	IQAC

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.



ACADEMIC AUDIT 2021-22



Report on the Academic Audit for the year 2021-22

of

**Sundarban Hazi Desarat College
Vill+ P.O.-Pathankhali
P.S.-Gosaba
Dist- South 24 Pgs
Pin- 743611**

Date – 05.04.2024



Introduction:

SundarbanHaziDesarat College has started its humble journey in 1961 under the affiliation of University of Calcutta. In September 2016 it has completed 1st cycle of NAAC and achieved B+ grade and secured RUSA grant.

Initially the college started with a few general degree courses in the subjects of Humanities, extending its academic service to further include Commerce in 1973 and science subjects in 1980. In 1996, Honours courses were introduced in Bengali, History and Accountancy. Presently the college has 17 subjects, with Honours in 7 subjects. The college has been able to academically empower some of its students, who are now at the helm of the society. The college proudly celebrated its Golden Jubilee in 2011. The long journey has been interspersed with various hurdles – geographical, infrastructural, and financial. Nonetheless, the college has been in consistent pursuance of up gradation and improvement.

With the view to make at least one graduate in every household in the backward locality, the college strives not only to attain academic excellence, but also to ensure a holistic development of students, that may empower them by enhancing their capability. In the quest for advancement, the college abides by the suggestions of the affiliating University and audit reports which are an effective instrument in identifying our strengths and weaknesses and guide us towards development.

Keeping the vision and mission of our Institution, College authorities always takes necessary initiatives for further betterment.

Profile of the College:

Name of the Institution: SundarbanHaziDesarat College

Name of the Head of the institution: DR. Tarun Mandal, Principal

Mobile No: 8777579943

Registered e-mail : shdcollege1961@gmail.com

Address Vill+ P.O.-Pathankhali

City/Town - South 24 Parganas

State/UT- WEST BENGAL

Pin Code- 743611

Name of the IQAC Coordinator - Dr Uttam Kumar Guru

Phone No. 9434367053

IQAC e-mail address: iqacshdc@gmail.com



Institutional status: Co-Ed

Audit Committee

In March, 2024, Sundarban Hazi Desarat College constituted a four members committee to conduct an Academic Audit of the College. The Audit Committee is comprised of the following members:

Internal Members

- Dr. Tarun Mandal, Principal, Convenor & Chairperson of Audit Committee
- Dr. Uttam Guru, Co-ordinator, IQAC

External Members

- Dr. Sanjib Chattopadhyay, Principal, Bangabasi Evening College, Kolkata (Chairperson)
- Dr. Alak Kumar Das, Principal, Domkal Girls' College, Kolkata (Member)
- Dr. Purna Chandra Maity, Principal, Acharya Jagadish Chandra Bose College, Kolkata (Member)

Objective & Scope of The Audit

The Principal, Dr. Tarun Mandal briefly discussed about the objectives of the academic audit as an assessment of the College by an external peer team comprising of the above members. Accordingly, the audit team decided to look into the prevailing situation at the College to assess the strengths and weaknesses of the whole college.

Scope

- To identify the drawbacks/loopholes in the existing system.



- To suggest the process of improvement for overcoming the weakness
- To provide an arena for academic restructure by optimum utilization of resources

1. Curricular Aspects

A. The Institution ensures effective curriculum planning and delivery through a well-planned and documented process including Academic calendar and conduct of continuous internal Assessment

The College follows the curriculum of University of Calcutta. For effective delivery of curriculum most of the departments are maintaining a course file. However, the detail lesson plans with course progress record needs to be institutionalized. Each and Every Departments follow academic calendar and for effective planning of activities academic department can prepare an academic calendar specific to the department. Add on/ Certificate programmes are conducted by several departments

After the admission, orientation programme and entry level exam has been conducted to identify slow and advanced learners. student centric learning methods for effective curriculum delivery, a detail unit wise plan for experiential and participative learning needs to be maintained for enhancing the learning experiences of the students. The College maintains mentoring system. But documentation of the mentoring system is not adequate. All the departments conduct internal examination as per requirement of the affiliating University. The College may incorporate more different modes for continuous internal evaluation. Program Outcome, Program Specific Outcomes and Course Outcomes are described in the syllabus.



Mechanism of Internal Assessment

- The college centrally formulates an academic calendar in accordance with that of the University of Calcutta. It contains significant dates like the start of classes and tentative schedules of examinations. It also contains other activities including parent-teacher meetings, field trips, excursions, invited talks, tutorial and remedial classes, commencement, and result announcements of internal college evaluations. The college makes every effort to ensure that the scheduled events are held on time.
- From the current academic session, that is, 2022-23, IQAC mandated every department to take at least TWO Periodic Tests – PT 1 and PT 2, each carrying 20 marks, apart from an Internal Assessment (IA) of 10 Marks, totaling 50 marks in a semester. Thus a student's Internal Assessment marks for university examination are calculated on the basis of scaling down the marks s/he has secured in 3 (three) tests (50 marks in all).

B. Number of Add on /Certificate/Value added programs offered in the year : 27

C. Feedback Mechanism: The institutes have both offline and online feedback system where students as well as the entire stakeholder gives their feedback.

The feedbacks received are thoroughly scrutinized by the cell and appropriate measures are taken for improvements. In case, the IQAC cannot take any measure of its own, it forwards the same with its recommendations to the Principal or Governing Body for appropriate measures.

2. Teaching- Learning and Evaluation

A. Enrolment percentage

No of sanctioned seats	No of seats filled year-wise	Enrollment Percentage
1110	826	74.14%

B. Percentage of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year:



General	ST	SC	OBC-A	OBC-B	PHC	TOTAL
580	47	193	13	25	4	862

C. Student Teacher Ratio

Total No of Students	Full Time Teachers	Students: Full Time Teachers Ratio
1933	46	41.17

D. Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences using ICT tools

- SundarbanbHaziDesarat College is committed to the all-round development of the students by engaging them in Participatory learning and experimental learning fitted with their course to enhance their ability beyond the curriculum.
- Every year Science Departments organized Science Consortium which helps the students to acquire more comprehensive knowledge about the subject
- The Department of Botany, Zoology, Anthropology and Geography organizes regular educational tour as a part of their curriculum which helps the students to correlate their practical observation in the field with theoretical knowledge and also make them well acquainted with the difficulties of field visit and advantages of group activities.
- Department like History, Bengali, Education, Economics, Political Science conducts Educational Excursion to Jorasanko, the ancestral home of the Tagore family, Indian Museum, Historical Excursion at Hazaarduary, Murshidabad, which



enables them to enrich culturally and teach practically the chapters they went through the pages of book.

- Department of Physical Education organizes participatory learning in terms of first aid, sports injury management etc.
- Department of Political Science regularly participates in Mock Parliament thereby giving the students a great exposure to the parliament systems
- Every year IQAC takes a regular initiative for students by introducing many short term add-on courses such as Basic Health Education, Leadership and personality development course, Stress management course, Tourism and Geography, Basic Entrepreneurship skills, Developing Nursery in Medicinal Garden, Fresh-water Pisciculture, Course on Film Appreciation, Self-defense, journalism, proof correction, Indian knowledge system to motivate and enrich them with different skills and knowledge about different topics.
- The college magazine '*Bichitra*' is published every year where students express their talent in the form of poems, stories, travelogues, experiences, pictures drawn by them, photographs etc. Different departments also organizes essay writing competition like the Department of Geography on the topic of "coastal erosion", Slogan writing competition on " conservation: Path to a Beautiful Earth", Photography competition on " Women at work" there by coming out their inner potentiality.
- Wall magazine publication is a regular practice in our Institution, Every year it is published on 5th September on the birthday of Great Educator Dr.



sarvapalliRadhakrishnan where our students encrypted their minds expression and expressed their talent.

- Seminar, special lectures like **Legal Rights of Women and Children: Special Emphasis on Domestic Violence and POCSO**”, Fight Against Covid-19 with Nutrition and Dietary Fiber” **Lecture Series on “Educational Thoughts of Great Educators,Reverse migration in India during covid-19, Discussion on ethical aspect in business, Budget discussion 2022**
- Conferences and popular talks are organized in a regular way to motivate the students and make them aware about different social issues, emerging situation as well as recent development.
- Many departments organize awareness rally on different issues like **“One plant one life”**, **“Conservation of Mangroves of Sundarban Biosphere reserve”**, **“Forest and Health”**, by the Department of Botany, **Child Protection in the locality of Pathankhaliby** the Department of Education, to make the local people aware of child protection and POCSO
- As Our College is situated in the Sundarban delta where natural disasters occur almost every year in one form or the other, socio-economic, educational and political preparedness to face the challenges are crucial. In this context, our college organizes international webinars on topics like **Sundarban: Science to Society, Strategising Preparedness for Natural Disasters in Surdarbans, Sundarban Its Culture Flora and Fauna'**which makes themaware about the rich floral and faunal diversity along with cultural heritage of this unique



biodiversity and to prepare themselves to cope up with different environmental issues.

- Every year “**Krishimela**” organized by “**Sundarban Research Society**” where the students got learn about different age-old practices from the farmer and the crops develops there
- In addition to Institutional Carrer Counseling Cell, many Departments organizes lectures/discussion about their career in that subject they taught like Career in sports after graduation by the Department of Physical Education, Education Department

E. Percentage of full-time teachers against sanctioned posts

Sanctioned Number	Filled Number	percentage
27	26	96.29

F. Percentage of full time teachers with NET/SET/SLET/ Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)

Total No. of Full Time Teachers	Teachers with highest qualification	percentage
46	31	67.39

G. Pass percentage of Students

Number of students appeared	Number of students passed	percentage
346	205	59.24

3. Research, Innovations and Extension

A. Publications of Faculties



Number of Seminar/Conference/Workshops held During the Session 2021-22:

Sl No	Name of the Event	Date
1	International Webinar on Strategising Preparedness for Natural Disasters in Sundarbans jointly organised by Department of Economics , Education and Political Science	14 th August, 2021

B. Publication of Faculties during the Session 2021-22:

Sl No	Category	Number
1	Research Papers	22
2	Book Chapters	8

C. Faculty Induction Programme/Orientation Programme Attended by The Faculty Members During the Session 2021-22:

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

Completed Projects under**AcharjyaPrafulla Chandra Research Grant**

Sl. No.	Name of Research Project	Investigator	Date of Commencement	Date of Submission of Project Report
1.	A Study on Problems and Prospects of Accredited Social Health Activist (ASHA) Workers at Rajpur-Sonarpur Municipal Area	MsPompa Bhattacharyya (PI) MsGranthanaSen Gupta (CI) Dr. DebottamChakraborty (CI) (Departments of Political Science & Economics)	10-02-2021	24-03-2023 (Tenure was extended for the Lockdown)



2.	Investigating Groundwater Arsenic Level in Gosaba Block, South 24 – Pgs District of West Bengal, India	Dr Sanjay Kumar Mandal (Investigator) (Department of Chemistry)	10-02-2021	04-03-2023 (Tenure was extended for the Lockdown)
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No. of Faculties registered for Ph.D.:2

Sl. No.	Name of Faculty and Subject	University/Institute	Topic	Date of Admission and Research
1.	Sagnik Banerjee Department of English	Calcutta University	Articulating the City: Representations of Calcutta in 19 th Century 'Texts'	21-01-2022
2.	Tanushree Mazumder Department of Education	Sister Nivedita University, Kolkata, W B	A study of how Socio-Economic Status, Guardian's Occupation, Guardian's Attitude towards Education Contribute to the Dropout of Santal Students at Secondary and Higher secondary school level in Purulia district	01-07.2021

D. NSS Extension Activities During the Academic Session 2021-22:

Sl No	Name of the Event
1	Health Awareness Campaign of Child, Adult and old aged. (07-03-22)



	Promoting Education Awareness/Literacy Campaigning. (10-03-22)
2	Promoting Legal and Ethical awareness. (09-03-22)
3	Planting Tree Saplings. (08-03-22)
4	Promoting the elimination of superstitions. (12-03-22)
5	Cleaning at the village under the 'Swaccha Bharat Mission'. (11-03-22)
6	Promoting awareness 'Keep children away from mobile phones'. (13-03-22)

E. Number of MoUs, collaborations / linkages for Faculty exchange, Student exchange, Internship, Field project, On-the-job training, research and other academic activities

Memorandum of Understanding(MoUs) During the Session 2021-22:

Sl No	Name of the Event
1.	MoU with SundarbanBijoynagarDisha (w.e.f. 17-11-2021)
2.	MoU With Government Degree College, Dantan-II, Paschim Medinipur, West Bengal (w.e.f. 03-01-2022)
3.	MoU with DaspurHitechHorti Agriculture, PaschimMednipur, West Bengal (w.e.f. 29-04-2022)
4.	.MoU with BamanpukurHumayunKabirMahavidyalaya (w.e.f. 03-05-2022)

4. Infrastructure and Learning Resources

Physical facilities Available in the College During the period of 2021-22:

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 2021-22:

Existing Books	New Added Books	Text BOOK	Reference Books
22062	1595	1593	2

Note: The above book number includes books purchased from July, 2021 to June, 2022

****The expenditures on e-books and e- journals are identical since both are accessible through INFLIBNET During the Session 2021-22**

IT Facilities and Infrastructure Available During the Academic Session 2021-22:

The college has 25 computers with Wi-Fi facilities. The entire campus is Wi-fi enabled with high speed internet Connection. The total number of nodes present in the College campus is 70 which includes 10 Wi-Fi access points. Since the number of users is 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 2021-22:

Resource Mobilization During the Session 2021-22:

Sl No.	Activity	Amount (In Rs.)
1	Purchase of sports goods from HealthIce	2,02,017/-
2	Academic building	1,93,640/-
3	Administrative building	4,85,307/-
4	Play ground	6,00,000/-
Total		9,40,964/-

4. Student Support and Progression:

A. Scholarships and freeships:

Sl No	Scholarship and Freeships	Number of Students	Amount Received by Students (In Rs.)
1	Post Matric SC Scholarship	765	55,62,240/-
2	Post Matric ST Scholarship	91	5,66,660/-
3	Post Matric OBC Scholarship	84	3,36,190/-



B. Capacity building and skills enhancement Activities during the session 2021-22:

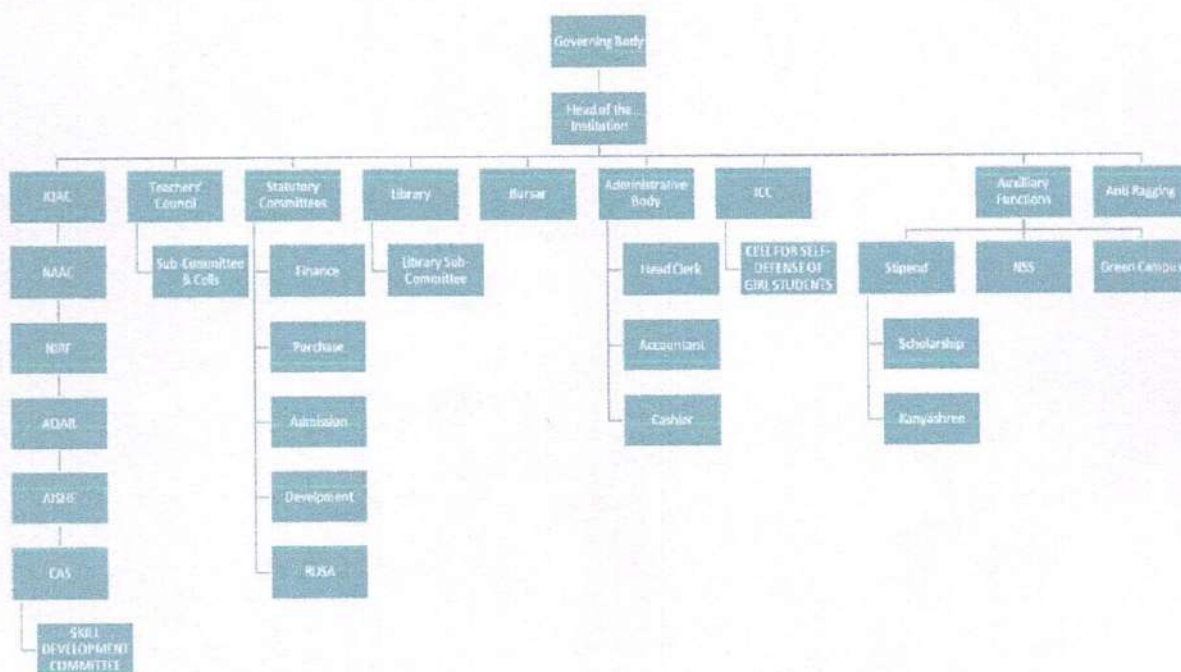
Few capacity building and skill enhancement activities had been under taken during the academic session 2021-22 like Training on Physical fitness, Maintaining Health and Hygiene, Self-employment skill, Entrepreneur skill, Language and communication skill.

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

In person and offline mode of competitive examination classes and placement of students had been held during the academic session 2021-22. These are as follows:

6. Management and Governance

A. Organogram of the College:



B. Role of Principal and IQAC and Academic Committee and Teachers' Council Secretary

Role of Principal:

1. Principal, as Head of Institution, holds meetings of members of Teaching and Non- teaching staff in every month.



2. Formation of different sub-committees for smooth functioning of college.
3. Regular meetings of these committees for smooth governance of the entire system;
4. Quick disposal of grievances of any stakeholder - students/teachers/employees/guardians- by holding meetings of related sub committees.
5. Regular meetings of Teachers' Council where all grievances or complaints of teachers are addressed.

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 2021-22:

1. The Internal Quality Assurance Cell has put in place a well- entrenched developmental ecology in the campus whereby all the factors necessary for and conducive to the growth and development of a learner into a sensible citizen of the world even in these outlying areas of the Sundarbans are made available to them.
2. All round development of the College
3. The IQAC plays a catalytic role in promoting quality in the delivery of curricula in order to instill in students both knowledge of the curricular contents and ethical values.
4. It also constantly endeavours to enhance the quality of teachers and non-teaching staff with an express purpose of enriching the educational ecology in the campus.

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 2021-22:

1. Preparation of Academic Calendar for the session 2021-22
2. Ensure the effective teaching learning mechanism
3. Monitoring the College Learning Management system (LMS) which includes updated syllabus and curricular delivery schedule of each department year wise.
4. Formulation and implement the academic policy for academic improvement of the institution.



5. To encourage the teacher for academic upliftment.
6. To ensure effective and efficient teaching learning procedure and authentic implementation of different exams held within the college campus like: University Examination, Periodic Exams, Tutorial Exam, Practical Exam and timely uploading the marks in University Portal.
7. To encourage the teachers 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.

Role of Teachers' Council Secretary:

The role of a Teachers' Council Secretary (TCS) in an undergraduate college is multifaceted and crucial in facilitating communication and collaboration between the faculty members and the administration. Here are some key responsibilities typically associated with this role:

1. **Administrative Coordination:** The TCS often acts as the liaison between the faculty members and the college administration. They may be responsible for scheduling meetings, preparing agendas, and ensuring that decisions made by the Teachers' Council are implemented effectively.
2. **Record-keeping:** Maintaining accurate records of Teachers' Council meetings, including minutes, resolutions, and decisions taken, is an essential part of the role. The Secretary is usually responsible for documenting discussions and outcomes to ensure transparency and accountability.
3. **Communication:** Facilitating communication between the Teachers' Council, faculty members, and other stakeholders within the college community is a vital aspect of the Secretary's role. They may be responsible for disseminating information about council decisions, policies, and initiatives to relevant parties.
4. **Faculty Welfare:** Advocating for the welfare and professional development of faculty members is another important responsibility. This may involve addressing concerns raised by faculty members, organizing professional development activities, and representing faculty interests in discussions with the administration.



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5. **Committee Participation:** The Secretary may be required to serve on various committees or task forces related to academic affairs, faculty governance, or student affairs within the college.
 6. **Conflict Resolution:** In cases where conflicts arise among faculty members or between faculty and administration, the TCS may play a role in facilitating resolution or mediation processes, promoting constructive dialogue, and ensuring that grievances are addressed in a fair and timely manner.

Overall, the TCS plays a vital role in promoting collaboration, communication, and effective governance within the undergraduate college, ultimately contributing to the enhancement of the academic environment and the well-being of faculty members and students alike.

C. Best Practices of college (not more than five)

- To ensure fast and transparent admission process, maintain a comprehensive students' database and ensure methodical and transparent electronic record-keeping in accounts and finance, office, library and hostel administration
- Mentoring the students
- Extensive Hostel Facilities for the students
- The college assists all the boarders to get government stipends to meet their boarding and educational expenditure
- Library automation and 10 am to 5pm library facility for the students
- ICT based teaching learning has not only improved the quality of teaching but also been able to attract students.

Recommendations:

1. More skill based paper should be included in the curriculum
2. Encourage the faculty to take more funded project
3. Placement cell should be improved further
4. More collaboration work needed

