

**ACADEMIC & ADMINISTRATIVE AUDIT  
REPORT FOR THE ACADEMIC SESSION**

**2022-23**



**PLASSEY COLLEGE**

**PLASSEY, NADIA**

**2022-23**

## GENERAL INFORMATION ABOUT THE COLLEGE

1. Name of the college: **PLASSEY COLLEGE**
2. Address: **Village – MIRABAZAR, P.O. PLASSEY, P.S. KALIGANJ, Dist: NADIA, PIN - 741156**
3. Year of Establishment: **4<sup>th</sup> October 2010**
4. College establishment G.O. No: **679(2)-Edn(CS)/4C-64/10 Dated – 25<sup>th</sup> August, 2010**
5. Whether affiliated under Sec. 2f & 12B of the UGC Act: **Yes 2(f) (F.No. 8-1/2019(CPP-I/C) Dated 28<sup>th</sup> July, 2022)**
6. Name of the affiliating university: **The University of Kalyani**
7. Number of student Enrolled : **1190**
8. Subjects taught in Honours course: **Bengali, Education, English, History, Political Science**
9. Subjects taught in General/Program Course : **Bengali, Education, English, Geography, History, Physical Education, Political Science and Sociology**
10. Highest Policy Making Body: **Governing Body**

## COMPOSITION OF THE ACADEMIC & ADMINISTRATIVE AUDIT TEAM

2022-23

Sl.No	Name	Designation
1.	Mr Nasiruddin Ahmed	President, Governing Body, Plassey College
2.	Dr Basant Kumar Pradhan	Principal, Plassey College
3.	Dr Asok Kumar Das	Principal, AMMT College
4.	Dr Swapan Kumar Roy	Principal, Nabadwip Vidyasagar College
5.	Dr Suhas Roy	Principal, S R Fatepuria College
6.	Dr Abu Siddik	Coordinator, IQAC, Plassey College
7.	Dr Anirban Chatterjee	Coordinator, NAAC Sub-committee, Plassey College

## Audit Framework and detailed findings:

The following framework is used for conducting and Administrative Audit of Plassey College:

Sl. No.	PARTICULARS	OBSERVATION
1.1.A	Has Institution appointed a permanent principal?	Yes
1.1.B	Is She/He Ph.D ?	Yes
1.2.	Total Non-Teaching staff	11
1.3.	Number of Professional Programmes held for non-teaching staff in the last two years:	NIL
1.4.	Extent of Grant Utilization (UGC+Govt+Grant+Fees) in the last two years	Yes
1.5.	Is the perspective and strategic plan prepared and being followed in the Institution?	Yes
1.6.	Office Automation 1. Administration a. Admission Processes: Online/Offline b. Enrollment c. Maintenance of Records d. Declaration of Result	1. Admission Process is completely online. Records are maintained in computers/other devices as well as in hard copies. University result is published online.

	<b>2. Accounts</b> a. Fees Collection b. Maintenance of account	2. Fess are collected online. 3. Tally software is used for maintenance of account..
1.7.	a. Is there a College website? b. Is it updated till date?	Yes Yes
1.8.	Is the College Library automated? a. Record of Books b. Issue and Return of books	Yes Yes Yes
1.9.	Does the Library Provide open access facility? a. To students b. To Teachers	Yes Yes Yes
10.	Is there Internet Facility in the Library? a. For Student b. For Teacher	Yes Yes Yes
11.	Is there an Anti-Ragging Cell in the College?	Yes
12.	Are there any Welfare Schemes? If Yes, List them	Yes. 1) Waiving of Examination Fees 2) Distribution of prizes to toppers of University Exam 3) West Bengal Health Scheme (WBHS)
13.	Is there Women's Development Cell/ Gender Sensitization Cell?	Yes
14.	Is there functional Alumni Association? (minimum of 1 meeting per year)	Yes
15.	Do you organize institution & Stakeholders Interaction Cell (ISIC) meet?	Yes
1.1.	Total Permanent Staff (Teaching) State Aided College Teacher (SACT) Invitee Teacher	25
1.2.	a. How many faculties have attended FIP? b. Faculties who have attended Refresher or Orientation Courses	7 5
1.3.	Participation of Faculties Capacity Building Workshops (CBCS,MMI,UDISHA,NME-ICT,KMP etc)	Yes (CBCS)
2.1.	Number of Programmes/Courses offered under CBCS	Number of Programmes-2 B.A (Honours), B.A (General)  Number of Courses-8 Honours: Bengali, History, English, Political Science, Education  Program Course: Geography, Physical Education, Sociology plus the above mentioned courses.
2.2	Number of students who graduated in 2021-2022	173 (Honours), 76(M), 997(F) 739 (Program) , 368(M), 371(F)
	Percentage of Honours Students who passed	97.19%
	Percentage of Program Course Students who passed	99.73%
	Number of Honours Students who passed with First Class	Total- 162, 71(M), 91(F)
	Number of Program Course Students who passed with First Class	Total-675, 340(M), 335(F)



2.2.3	Contribution of the faculty in Course Design Number of Faculties involved in Course Design	Only one faculty is a member of Board of Studies at Undergraduate level.
2.2.4	Extent to which lecture plans and outlines (log books) are prepared and implemented by the individual faculty?  100% 80% 50% 81% to 51% to 31% to <30%	NO
2.2.5	Is academic calendar being prepared and implemented?	Yes
2.2.6	Use of Any other Teaching Learning Tools -OHP -LCD -Videos - Interactive boards -Any other (Please Specify)	Smart Classroom with Interactive Boards
2.2.7	Use of ICT in Teaching-Learning Evaluation IT enabled classrooms Online Assessments Online Assessment Submission Feedback on teaching & learning	Yes. We have 5 smart classrooms with ICT facility
2.2.8	Do you offer Bridge Courses/**remedial course?	NO
2.2.9	Are projects, assignments, filed work, seminars, webinars etc. part of curriculum	Yes
2.2.10	A. Evaluation of Teachers by Students B. Is it **analysed and communicated?	Yes
2.2.11	Innovative teaching practices	Yes. Through the help of ICT tools.
2.3.1	Number of Teachers with PhD as the highest qualification Number of Teachers with MPhil as the highest qualification Number of Teachers with UGC NET or SET	5 4 12
2.3.2	Publication (Last 1 Years) Articles in referred journals, Books and Edited volumes	Annexure Enclosed
2.3.3	Are you generating resources through consultancy?	Yes
2.3.4	Sponsorship of events and resources generated State/ National/ International level Webinars organized during last 1 year.	NO Yes (Offline & Online Mode)
	Number of Faculties engaged in research : Number of sponsored research project : Completed.....	NIL

	.... Ongoing.....	
2.4.1	Number of Outreach programme with 1) NSS 2) NCC 3) Own Funds 4) Govt. funds	9
2.4.2	Number of faculty hours for outreach programme	289
2.4.3	Number of student hours for outreach programme	1070

## 2.5 STUDENTS SUPPORT

Sl. No.	Particulars	
2.5.1	Number of effective teaching days (Number of working days-Exam days 140 or >140 120-139 100-119 <100	177
2.5.3	Does the Institution do anything for the improvement in learning quality enhancement? If yes , List them	Project Assignments, Smart Classrooms, Class Tests etc
2.5.4	Do you conduct study Visits, field trips, Exhibitions learning quality enhancement?	Field Trip, Study Tour
2.5.5	Are any Personality development Programmes conducted?	Yes. Yoga and Karate Classes
2.5.6	Do you organize & document Various extracurricular activities?	Yes
2.5.7	a. Is there a students council in place? b. How often do they meet per year?	Yes Four
2.5.8	Does your college have any Feedback Mechanism (students, Faculties)	Yes
2.5.9	Do you have any Community Audit Mechanism?	No

#### 10 Details of Programmes Offered by the College

Programme Level	Name of Programme/ Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No of Students Admitted
BA (General)	UG-Arts	36	HS Pass	Bengali	2400	1029
BA (English Honours)	UG-Arts	36	(Min) 45% marks in HS	Bengali	100	21
BA (History Honours)	UG-Arts	36	(Min) 45% marks in HS	Bengali	100	34
BA (Education Honours)	UG-Arts	36	(Min) 45% marks in HS	Bengali	100	37
BA (Bengali Honours)	UG-Arts	36	(Min) 45% marks in HS	Bengali	100	34
BA (Political Science Honours)	UG-Arts	36	(Min) 45% marks in HS	Bengali	100	35

#### 2.5.11 Provide the Following Details of Students admitted to the College

Category	No. of the Students
SC	92
ST	1
OBC(A)	238
OBC(B)	90
General	769
<b>TOTAL</b>	<b>1190</b>

#### OBSERVATION & RECOMMENDATIONS

The observation & recommendation of this Academic & Administrative Audit are as follows:

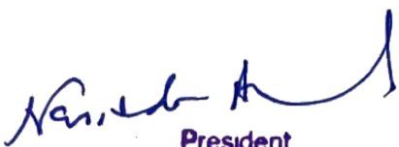


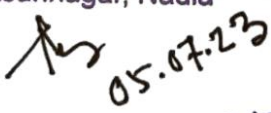


Institutional activities should be accelerated for AAC accreditation by 31st Dec. 2023.

Highly recommended to increase the 'Add-on' Courses.

Staff are requested to cooperate smooth process of NAAC accreditation.

# SIGNATURE OF THE ACADEMIC & ADMINISTRATIVE AUDIT TEAM

2022-23

Sl.No	Name & Designation	Signature with Seal
1.	Mr Nasiruddin Ahmed President Governing Body Plassey College	 President Plassey College Governing Body Mirabazar, P.O.-Plassey, Dt-Nadia
2.	Dr Basant Kumar Pradhan Principal Plassey College	 Principal Plassey College Mirabazar, P.O.-Plassey, Dt-Nadia
3.	Dr Asok Kumar Das Principal AMMT College	 Principal Dr. Asok Kumar Das Asannagar MMT College Asannagar, Nadia
4.	Dr. Swapan Kumar Ray Principal Nabadwip Vidyasagar College	 05.07.23 Principal Nabadwip Vidyasagar College Nabadwip, Nadia-741302
5.	Dr Suhas Roy Principal S R Fatepuria College	 Principal S.R. Fatepuria College P.O.-Beldanga, Dt.-Murshidabad
6.	Dr Abu Siddik Coordinator IQAC, Plassey College	 IQAC CO-ORDINATOR PLASSEY COLLEGE NADIA

Dr Anirban Chatterjee  
Coordinator  
NAAC Sub Committee

Anirban Chatterjee  
5.07.2023  
CO-ORDINATOR  
Dr. NEEL  
BANKURA JYOTI  
UNIVERSITY