



# BANKURA UNIVERSITY

(West Bengal Act XIX of 2013- Bankura University Act, 2013)

Main Campus, Bankura Block-II, P.O. Purandarpur

Dist. Bankura, Pin- 722155, West Bengal

## Office of the Inspector of Colleges

### ACADEMIC AUDIT REPORT

Name of the College: SONAMUKHI COLLEGE  
 Academic Year under consideration: 2022 - 2023  
 Period of Audit: From\* 23/11/2023 To\*\* 19/01/2024  
 Observation on College Profile: As follows

Observation on	Good	Average	Poor
Overall Genuineness of the Data/Information provided under COLLEGE PROFILE in the Academic Audit Pro Forma	✓		
Overall Impression based on the Data/Information provided under COLLEGE PROFILE in the Academic Audit Pro Forma and the Visit	✓		

Section-wise Audit Report: As follows

Section	Overall Genuineness of the Data/Information provided in the Academic Audit Pro Forma			Overall Impression based on the Data/Information provided in the Academic Audit Pro Forma and Verification of the same through Visit		
	Good	Average	Poor	Good	Average	Poor
CURRICULAR ASPECTS	✓			✓		
RESEARCH AND CONSULTANCY		✓		✓		
EXTENSION ACTIVITIES	✓			✓		
LEARNING RESOURCES	✓			✓		
STUDENT SUPPORT ACTIVITIES		✓		✓		
BASIC AMENITIES	✓			✓		

Additional remark, if any, by the Auditor:

In future, the college authority needs to be more careful in filling up the Academic Audit Pro Forma, because there exist some grammatical mistakes in the one that was submitted to the undersigned.

  
 (Auditor)

19/01/2024  
 Dr. Saurabh Dutta  
 Inspector of Colleges  
 Bankura University

Date of issuing the Academic Audit Pro Forma by the Auditor  
 Date of issuing the Academic Audit Report by the Auditor



# BANKURA UNIVERSITY

## ACADEMIC AUDIT PRO FORMA

Academic Year (AY): 2022- 2023

This Pro Forma is directly given by the University to the College concerned for Academic Audit for specific AY.  
Hence sharing of this Pro Forma by the intended College with any other College is strictly prohibited.

Handwritten (in clear handwriting) or typed (within the spaces provided with no change of format whatsoever) data/information, duly signed/endorsed page-wise by the respective official(s) of the college concerned, need to be furnished here.

Unless otherwise specified, all data should be furnished only in terms of the AY under consideration.

[TO BE FILLED IN BY THE UNIVERSITY AUDITOR ON RECEIVING THE FILLED-IN PRO FORMA]

Period of Audit: From \_\_\_/\_\_\_/\_\_\_ To \_\_\_/\_\_\_/\_\_\_

Signature \_\_\_\_\_

### I - COLLEGE PROFILE

01	Name of the College Hyperlink of the Institutional Website E-Mail ID Contact No.	Sonamukhi College, Sonamukhi, Bankura-722207. Website: <a href="http://www.sonamukhicollege.ac.in">www.sonamukhicollege.ac.in</a> , Email: <a href="mailto:principal@sonamukhicollege.ac.in">principal@sonamukhicollege.ac.in</a> , Ph.no: 03244275251		
02	Name of the Principal/Teacher-in-charge/Officer-in-charge along with his/her E-Mail ID and Contact No.	Dr. Bappaditya Mandal, Principal, Email: <a href="mailto:bdmc@rediffmail.com">bdmc@rediffmail.com</a> Mobile No.: 7076289635		
03	Name of the IQAC Coordinator along with his/her E-Mail ID and Contact No.	Dr. Jnanojjal Chanda, mob.: 9735336469, Email id : <a href="mailto:igac@sonamukhicollege.ac.in">igac@sonamukhicollege.ac.in</a>		
04	Year of Establishment Year of Affiliation under Bankura University	1966 & BKU Affiliation- 2017		
05	NAAC Grade with Cycle and Year of Accreditation If not accredited, Status of Preparations	NAAC:B+(2.60),2nd cycle,2022		
06	UGC Recognition (2F and 12B) (Yes/No)	Yes (2F & 12B )		
07	Working Hours (if shift system exists, specify the details of both shifts and give reasons for the existence of such shift system)	Day Shift (10:30 A.M. – 4:30 P.M.) 6-days week (Sunday Closed)		
08	Number of Posts Sanctioned: Teaching Posts: 39 Non-Teaching Posts: 22 Posts of Supporting Staff: Nil Others, if any: Nil	Number of Employees in Existence	Teaching	Non-Teaching
		Government Approved	34	12
		Management Approved		
		Government Approved Contractual	31	
		Management Approved Contractual	12	06
		Guest		
09	Course-wise and AY-wise Students Strengths	Total Students: 1 <sup>st</sup> Semester- 1144 3 <sup>rd</sup> Semester- 837 5 <sup>th</sup> Semester- 633 Programme: BA-1271, B.COM- 03, B.SC- 66 Honours: BA- 996, B.COM- 05, B.SC- 226, BSW- 47		

Do not attach documents. Random verification of information/data provided will be done on spot on the day of inspection.

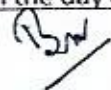
*[Signature]*

*[Signature]*  
Principal  
Sonamukhi College  
P.O. Sonamukhi, Dist. Bankura



II - CURRICULAR ASPECTS		
Sl. No.	Item	Data/Information to be filled in by college [If the space provided is inadequate, reference can be made to the document(s) to be produced on demand during visit.]
01	Any Annual Curricular Plan in practice?	College has prepared a detailed annual academic and cultural plan, tentative co-curricular activity schedule, holiday list etc. and uploaded in the college website before the commencement of classes. Syllabus and module were distributed among the teachers well before the commencement of classes and executed in a planned and systematic manner.
02	Any Activity Register in practice?	Activity Registers of the departments are properly maintained. Every activity is recorded such as Departmental meetings, Departmental Seminar, Student-Seminar, Internal assessment /Class Tests, etc.
03	Any Add-on Course(s) completed?	Yoga Training Programme certificate course and Spoken Sanskrit certificate course are running.
04	Coverage of Syllabus done on time?	All-most entire syllabus was covered for UG Honours and Programme courses. Student attendance record of each department reflects the fact.
05	Students Attendance Registers maintained?	All classes were taken through offline mode. Student attendance registers are maintained on regular basis.
06	Feedback Form to get students' feedback exists?	Feedback is taken and analyzed through online. Suggestions and Proposals from students have been carefully analyzed.
07	Teaching Diaries and Teaching Plans maintained by the Teachers?	Each teacher maintains their academic diary properly in the prescribed format provided by IQAC.
08	A glimpse of Co-Curricular Activities	Students of odd semester organize Teachers' Day celebration program every year in the department and college. They used to participate in the "Quiz" Contest, debate competition conducted by the Department.
09	A glimpse of Academic Competitions	Yes (04). Drawing competition, Mock parliament, Debate Contest and Storytelling competition organized by Cultural committee.
10	Internal Examinations, Continuous Assessment and Mid-Term Tests conducted?	Continuous assessment is carried out by the department in the form of Class Test, Practical Test and Internal Assessment.
11	Subject-wise Result Analysis done?	Result analysis is done according to result sheet provided by the University. After critical analysis of the results, the students are advised about how to improve both the theoretical and practical marks.
12	Remedial Classes held? Record of Remedial Classes maintained?	Remedial classes are conducted for each semester as and when required for the student. Student attendance record of each department reflects the fact.
13	Analysis of Results of the Students in University Examinations in last 2 AY-s + Results of the Students in University Examinations in AY under consideration	Compare with previous year result in each department

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RESEARCH AND CONSULTANCY		
I. No.	Item	Data/Information to be filled in by college [If the space provided is inadequate, reference can be made to the document(s) to be produced on demand during visit.]
01	Number of Ph.D. Supervisors among the Teachers	Two, Dr. Sadhan Kumar Patra ( Four scholars are registered under Bankura University ) and Dr. Partha Sarathi De (Two scholars allotted)
02	Number of Teachers registered for Ph.D.	Permanent Faculty- 03, SACT- 05
03	Number of Major/Minor/other Research Projects carried out by Teachers as P.I. or Co-P.I.	Major Projects: <u>No</u> Minor Projects: <u>No</u> Projects of other categories: Running two Projects funded by College management.
04	Number of Research Papers published by Teachers	International Journal: 04 National Journal: 10 International Conference: Books and Edited volumes:23
05	Number of Research Papers presented by Teachers	International: Attended; 01 , Presented: 09 National : Presented: 12 State Level : Presented: 02 Local: Resource Person-01
06	Number of Books published by Teachers	Publication by single author belonging to the college: No Publication by multiple authors, at least one belonging to the college: 01(Sanskrit Dept.)
07	Number of Seminars, Workshops, Training Programmes (or anything similar to these) held	i) International Level: Nil ii) National Level & State Level: Seminar-10 iii) Workshop: State Level-06
08	Any MoU established?	Yes (Four) MOU with: 1. Genius Computer Academy, 2.Netaji Subhas Open University, 3. Gleetus Institute of Animation, 4. Amarkanan Rural Socio-environmental Welfare Society.
09	Any Consultancy?	No

Do not attach documents. Random verification of information/data provided will be done on spot on the day of inspection.

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EXTENSION ACTIVITIES		
No.	Item	Data/Information to be filled in by college [If the space provided is inadequate, reference can be made to the document(s) to be produced on demand during visit.]
01	Extension Activities carried out	The students of each semester actively participate in all extra-curricular activities of the institution. The NSS cell of Sonamukhi College has three units that are providing such expertise to students through several social, intellectual and cultural activities such as tree plantation, blood donation camp, campus cleaning, yoga day celebration, National Integration Camp, Fit India Program etc. The National Cadet Corps (NCC) Unit of our Sonamukhi College is affiliated to the West Bengal and Sikkim Directorate. This course has become very popular among the students as it develops a keen sense of discipline and qualities of leadership. NCC is dedicated to fostering the spirit of adventure among the youth, but also inculcates social responsibilities and encourages cadets to contribute towards Covid awareness, Trekking and Rappelling, Birth Day Celebration of Noble Man, International Yoga Day Celebration, Republic Day Celebration and Cleanliness programme.
02	Name, Contact No. of NSS Program Officer	Unit-I: Prof. Ram Prasad Kanrar, Mob. No.- 7001904167 Unit II- Prof. Subhasree Majumdar, Mob. No.- 9933080408 Unit III- Prof. Anupam Mandal, Mob. No.- 8250478723
03	Maintenance of NSS Attendance Register (Yes / No / Not applicable)	Student's attendance register maintained on that day of NSS activities are happened.
04	Maintenance of NSS Activity Register (Yes / No / Not applicable)	NSS activity register are properly maintained.
05	Name, Contact No. of ANO (ANO → Associate NCC Officer)	Mr. Salil Bhui, Mob. No: 9851808676 Email id: <a href="mailto:sonamukhiolncc@gmail.com">sonamukhiolncc@gmail.com</a>
06	Maintenance of NCC Attendance Register (Yes / No / Not applicable)	Student's attendance register maintained on that day of NCC activities are happened.
07	Maintenance of NCC Activity Register (Yes / No / Not applicable)	NCC activity register are properly maintained.
08	Name, Contact No. of the Coordinator, 'Eco and Innovation Club' or something equivalent in nature but in different nomenclature (specify the name in case of different nomenclature)	Mr. Asim Samajpati, Mob.No.-6295840929
09	Existence (Yes/No) of 'Technology Development and Transfer Cell' or something equivalent in nature but in different nomenclature (specify the name in case of different nomenclature). If yes, specify activities.	No
10	Any other Club in existence (Yes/No). If yes, specify the name(s).	No

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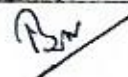
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## LEARNING RESOURCES

Sl. No.	Item	Data/Information to be filled in by college [If the space provided is inadequate, reference can be made to the document(s) to be produced on demand during visit.]
01	Name and Contact Number of the Librarian	Manas Kumar Ganguli, Mobile No.9232365648
02	Access Timing of Library	10.00 AM- 4.30 AM, The Library currently kept open on all the working days, except the institute holidays.
03	From Library, number of books given at a time to a student and duration of the loan	Book issue by students-3655, Book return by students-3152, Book renewal by students-1292. Library circulation includes checking out, checked in, renewal items for the library users.
04	From Library, number of books given at a time to a teacher and duration of the loan	Book issue by Teachers-55, Book returned by Teachers-66, Book renewal by Teachers-8. Library circulation includes checking out, checked in, renewal items for the library users.
05	Availability of University Question Papers of previous years in Library (Yes/No) If yes, how many years	Available all previous years questions containing of previous years examination under Bankura University. (Qty. around 1364 pdf file for the year in between 2017-2021)
06	Availability of Model Answers of University Question Papers of previous years in Library (Yes/No); If yes, how many years	NIL
07	Maintenance of Daily Record of Visitors visiting to Library (Yes/No)	Maintained visitors register at Central Library
08	Status of Library Automation (exists / does not exist); If exists, specify in nutshell.	Automated Circulation system, Books entry, Book circulation (issue, return, renew), Online Public Access Catalogue for users search facilities, search function which helps the students in searching of any book/resources in the library. All the books in the Library are now fully computerized and bar-coded for smooth circulation.
09	Availability of e-Resources in Library (exists / does not exist); If exists, specify in nutshell.	17. Open source E resource Link are available in website under the E resource tab link: <a href="https://sonamukhicollege.ac.in/library_eresources.php">https://sonamukhicollege.ac.in/library_eresources.php</a>
10	Availability (Yes/No) of e-Journals in Library If yes, how many.	2, INFLIBNET-NLIST,NDL-IITKGP
11	Availability (Yes/No) of Print Journals in Library; If yes, how many	04,Yojana(Bengali), Kurukshetra, Lognausha (Bengali), Resonance
12	Access (Yes/No) to NPTEL Courses If yes, write brief details	Applied & submitted for establishing SWAYAM NPTEL Local Chapter.
13	Access (Yes/No) to Spoken Tutorials If yes, write brief details	Yes, (Departmental YouTube channels)
14	Access (Yes/No) to e-Learning Tutorials If yes, write brief details	Yes, (Available in the college website: <a href="https://sonamukhicollegebankura.com">https://sonamukhicollegebankura.com</a> & <a href="https://sonamukhicollege.ac.in">https://sonamukhicollege.ac.in</a> )

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## I – STUDENT SUPPORT ACTIVITIES

Sl. No.	Item	Data/Information to be filled in by college [If the space provided is inadequate, reference can be made to the document(s) to be produced on demand during visit.]
01	Activities and Support for Sports (Write brief details)	Yes. The students of each semester actively participate in all sports activities of the institution and other competitions.
02	In Games and Sports, record of events conducted and significant achievements, if any (Write brief details)	1. Sonamukhi College Annual Sports Meet - 2022-2023 2. Inter-Collegiate volleyball Tournament (2022-2023) (MEN) 3. Inter-Collegiate football Tournament (2022-2023) (WOMEN) 4. Inter College district sports and games championship 2022-23 5. Inter College state sports and games championship 2022-23 6. Inter College athletic meet, volleyball tournament 2022-23
03	Record of Cultural Programmes conducted (Write brief details)	Yes. The students of each semester actively participate in all cultural activities of the institution. The Cultural Committee of Sonamukhi College has organized during the period several social and cultural activities such as students week celebration, International Mother's language day celebration, Birth day celebration of legendary persons, cultural competition etc.
04	Record of any other Extra-Curricular Activities conducted (Write brief details)	Yes
05	Number of students trained in various Specialized Trainings	College has organized various training programme for Capacity building and skills enhancement of the students namely, "Communicative English & Digital Literacy" organized by Anudeep Foundation, "Preparation of Eco-friendly Herbal Abir" organised by Eco-club & Botany Deptt. and "Preparation of Hand Sanitizer" by chemistry department.
06	Number of students placed in In-Campus Placement Activities, if any	On Campus Placement Drive by Svatantra Microfin Pvt. Ltd.
07	Name and Contact Number of Career Guidance Coordinator	Dr. Saikat Basu, Assistant Prof. of Physics Mobile No.- 9477267573
08	Activities under Career Guidance and Placement Cell (or a cell of similar nature but different nomenclature)	Career Guidance and Placement cell had been organized counseling session, seminar program for the benefits of our students.
09	IQAC activities and maintenance of records (Action Plan, Minutes of Meetings, submission of AQAR to NAAC, etc.) (Write brief details)	Yes. IQAC activities related to Naac has maintained properly by the concerned committee.
10	Alumni Association (Exists / Does not exist) (If exists, give brief details)	Exists, Alumni sub-committee has recorded all activities properly.
11	Grievance Redressal Cell (Exists / Does not exist) (If exists, write brief details)	Exists and its role is praiseworthy. As soon as the complaints are raised, proper initiatives are taken through immediate calling a meeting among the members of grievance redressal cell.
12	Anti Ragging Cell (Exists / Does not exist) (If exists, write brief details)	Anti Ragging Cell is exists but no such misshapes had not arise during the audit period.
13	Awards/Prizes earned by students (Give brief details)	One student Arpita Gayen has won prizes in debate competition at state level and district level and Mouboni Banerjee has awarded in essay competition at district level.
14	Mentoring/Counselling System (Exists / Does not exist); (If exists, write brief details)	Exists. All the departments are followed mentoring system with students on regular basis during academic session. Records are maintained by each department.

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## - BASIC AMENITIES

Sl. No.	Item	Data/Information to be filled in by college [If the space provided is inadequate, reference can be made to the document(s) to be produced on demand during visit.]
01	Drinking Water Facility (Write brief details)	Drinking water is supplied by deep tube well and it is purified by the aquaguard, installed in various places at the college premises. Four cooling machines are also available to give some relief at summer days.
02	Maintenance of Sanitation (Write brief details)	Sanitation system of our college is more or less well. Stagnation of water is not observed even when after heavy rainfall. Drainage system of every wash rooms (male & female) is too well to clean the nuisance immediately.
03	Greenery and Cleanliness (Write brief details)	Our college is situated at the lap of the forest. We also try to make our college more greeny through plantation of different types of fruit plants, flower herbs and also preserving the rare species trees. It is tried to maintain the clean campus regular basis, even special drive is taken by our NCC and NSS volunteers in this respect.
04	Health Care Facility (Write brief details)	To look after the students health and awareness in this respect, a separate committee, is exist. Different activities and initiatives are taken time to time for the betterment of our college students
05	Canteen Facility (Write brief details)	There is a canteen adjacent to our central library in our college. Tea, snacks, tost, lunch-hand made bread and rice are available to submit the demand of students and staff.

*Bmr*  
Principal  
Sonamukhi College  
P.O. Sonamukhi, Dt- Bankura

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