


Academic Audit Report for the Academic Year 2019-20

Rabindranath Thakur Mahavidyalaya, Bishalgarh is a Govt. General Degree College established in the year 2012 to cater to the need of higher education among the rural youths comprising of minority ethnic groups and marginalized sections of society in Sepahijala district in Tripura. The college is affiliated to Tripura University and accredited with B Grade by NAAC in 2019. The college offers honours programmes in six Arts subjects and one in Biological Science along with general courses in Arts and Biological Science.


The college formed a Committee consisting of the Principal, the Secretary of Teachers' Council and the IQAC Coordinator to conduct the first Academic and Administrative Audit. The Committee had separate meetings with the HODs and the faculty members of all the Departments, visited the departments, assessed the physical resources of the departments, went through the report submitted by each department, had separate meetings with all the sections of the office and the Head Clerk and finally prepared the audit report mentioning the strengths and areas of improvement. The committee is confident that the report will be helpful in improving the functioning of the departments and office for imparting quality education to the students.

Name of the Department: Education

| Observations | |
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| Strengths | Areas for Improvement |
| <ul style="list-style-type: none"> ❖ Proper planning and execution ❖ Preparation of Question Banks ❖ Developing Study Materials and sharing with the students ❖ Co-operation and cooperation among the faculty members of the department. ❖ Conducting Departmental Seminar ❖ Felicitating the pass out students of the Final Semester ❖ Taking online Classes | <ol style="list-style-type: none"> 1. Maintaining Teacher Diary 2. Receiving Feedback from the students to improve teaching and learning of the department. 3. Procuring more books for the department 4. Regular attendance of the students of BA General Course. |


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Name of the Department: Political Science

| Observations | |
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| Strengths | Need for Improvement |
| <ul style="list-style-type: none"> ❖ Eagerness to learn ❖ Freedom of thought and expression ❖ Motivated and energetic faculty ❖ Taking online class ❖ Organising Seminar/webinar, ❖ Support weaker section/slower learner through tutorial class ❖ Arrange mentor -mentee Programme | <ul style="list-style-type: none"> ❖ Poor communication skill ❖ Absenteeism ❖ Maintaining teachers diary ❖ Receiving feedback from the student ❖ Required registered Alumni Association. ❖ Procuring more books for department |

Name of the Department: Bengali

| Observation | |
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| Strengths | Need for Improvement |
| <ul style="list-style-type: none"> *Student are actively involved in various cultural activities along with their studies *Good relationship among the student and the departmental teacher *Taking online classes *Preparation of questions bank *Felicitation the passout student of the final semester *We conducting departmental seminar, webinars *Student are very obedient *We observe language day, rakhi bandhan utsab, Holi utsab, rabindra birth anniversary etc departmentally which spread the collective thinking of the student *Many of the students active members of NSS and they are at the forefront of social responsibility *The departmental alumni students are encouraged to participate in the development work of the college *Passout and running students always receive communication and advice from the departmental Teacher's | <ol style="list-style-type: none"> 1. Receiving Feedback from the students to improve teaching and learning of the department. 2. Maintaining Teacher Diary 3. Procuring more books for the department 4. Absenteeism 5. To revise Bengali syllabus in timely manners 6. Improvement of gender equality and narrow religious thoughts among the student 7. The department has no internet connection for Accessd 8. Some student are not so enthusiastic about writing 9. Many students have come out of financial misery and social barriers 10. To express their talent in the larger field the student express fear and shyness 11. Many students expressed a lot of reluctance to actively participate in the discussion |

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| | 12. Shortage of faculty members |
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Name of the Department: History

| Observation | |
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| Strengths | Need for Improvement |
| <ul style="list-style-type: none"> ❖ Learned and student friendly faculty members ❖ Good teacher- Student relationship ❖ Motivational teaching attitude ❖ Seminar library with sufficient text books ❖ Departmental subscription fund | <ol style="list-style-type: none"> 1. To increase Honours seats from 30-50 2. To increase ICT tools facilities like department wise LCD projector, computer etc. 3. To provide separate cubicles 4. To release fund for educational tour 5. To revise History syllabus in timely manner . |

Name of the Department: English

| Observation | |
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| Strengths | Need for Improvement |
| <ul style="list-style-type: none"> ❖ Students are attentive, very curious to explore knowledge. ❖ They are following all the . ❖ Taking online class. ❖ Good relation between teacher and students ❖ Punctuality of the teachers. | <ul style="list-style-type: none"> ❖ Shortage of books in the library. ❖ To release fund for education tour. ❖ Shortage of faculty members. ❖ To increase number of classes. ❖ Maintaining teacher diary. |

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Name of the Department: Philosophy



| Observation | |
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| Strengths | Need for Improvement |
| <ul style="list-style-type: none"> ❖ Eagerness to learn. ❖ Freedom to thought and expression. ❖ Motivated and energetic Faculties. ❖ Participation in seminars, Workshops. ❖ Supporting weaker//slower learner students through tutorial and remedial classes. | <ul style="list-style-type: none"> ❖ The department has no access internet facility. ❖ Poor communication skill in both Verbal and non-verbal. ❖ The majority of the students come from poor-socio-economic background and they may not have good academic background. ❖ Absenteeism. ❖ Required for registered Alumni Association. |


Name of the Department: Kokborok

| Observation | |
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| Strengths | Need for Improvement |
| <ul style="list-style-type: none"> ❖ Online classes. ❖ Good relation between teachers & students. ❖ Punctuality of the teachers. ❖ Organising Departmental seminar. ❖ Eagerness to learn. | <ul style="list-style-type: none"> ❖ To provide More books in library. ❖ To provide Separate departmental class room. ❖ To Increase the number of classes. ❖ opportunity for Field works. ❖ To create the seat for regular teachers. |

Name of the Department: Human Physiology

| Observation | |
|---|---|
| Strengths | Need for Improvement |
| <ul style="list-style-type: none"> ❖ Punctuality of the faculty members. ❖ Friendly relation between teacher and students. ❖ Enthusiastic approach. ❖ Eagerness to learn. | <ul style="list-style-type: none"> ❖ Number of faculty members should be increased. ❖ More equipment is required for the Practical Laboratory. ❖ Communication skills of some of the |

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| <ul style="list-style-type: none"> ❖ Obedient students. ❖ Online classes ❖ Question Bank for students' access. ❖ Organising Departmental Seminars. | <ul style="list-style-type: none"> students. ❖ Students' attendance ❖ Number of Remedial/Tutorial classes. |
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Name of the Department: Zoology

| Observation | |
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| Strengths | Need for Improvement |
| <ul style="list-style-type: none"> ❖ Enthusiasm ❖ Discipline ❖ Online classes ❖ Organizing departmental webinars and seminars. ❖ Tutorial classes. ❖ Strong bonding between teachers and students. ❖ Energetic faculties. | <ul style="list-style-type: none"> ❖ We need more faculties. ❖ Maintaining Teachers Diary. ❖ Students are economically poor. ❖ To release fund for field tour. ❖ To provide ICT tools like projector, printer. |

Name of the Department: Botany

| Observations | |
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| Strengths | Need for Improvement |
| <ul style="list-style-type: none"> ❖ Good relationship between teachers and students. ❖ Punctuality of the faculty members. ❖ Question Bank for students' access. ❖ Preparation of study materials and sharing with the students ❖ Departmental seminars. | <ul style="list-style-type: none"> ❖ Shortage of faculty members. ❖ Shortage of text and reference books in the library. ❖ ICT facilities like department wise LCD projector, computer with proper net connectivity and documentation system etc. |

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Administrative Audit

Name of the Section: **Establishment**

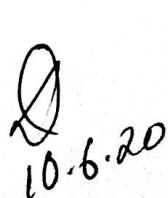
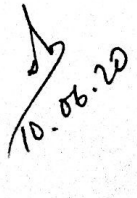
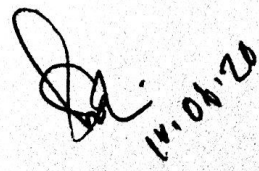
| Observations | |
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| Strengths | Need for Improvement |
| <p>❖ The principal in charge has good leadership skill. She is leading from the front and it is due to her dynamic leadership that the college received the best college award 2019-20. Although there is shortage of ministerial staff but they are running the establishment section smoothly. There is a good rapport among the staff as well as the principal in charge with periodical meeting.</p> | <p>Ministerial staff should be increased. They need proper training. Some staff must learn computer to increase works speed proportion. Uninterrupt electricity should be provided. 24/7 internet facility needs to be improved.</p> |

Name of the Section: **Cash**

| Observations | |
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| Strengths | Need for Improvement |
| <p>❖ In spite of less staff, they are running this section smoothly. Staff are eager to learn. Maintaining all the accounts properly. Honest and punctual. Handle the section nicely although they are not from accounts background.</p> | <p>Needs staff from accounts background. Needs proper and periodical training. Uninterrupted power supply needs to improve. There is only one computer which is not functioning properly. So one more computer should be provided with virus free software technology. More manpower is needed.</p> |

Name of the Section: **Academic**

| Observations | |
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| Strengths | Need for Improvement |
| <p>❖ The principal in charge is proactive. Taking feedback time to time from the</p> | <p>Needs to improve infrastructures with modern technology so that the faculty members can</p> |

respective department. conducting monthly and periodical meeting. Organising departmental, national and international seminars, workshops etc. with her dynamic leadership skills that the college received best college award for the year 2019-20. Keeping very very cordial relation with the teaching and non teaching staff. Overall the college is running like a family.

equips with modern world and it... knowledge to the students. Needs financial support to conduct more and more seminars, workshops, symposiums national and international etc. Increase faculty members to those departmental where necessary. Labs to be improved. Librarian is required to maintain it properly and smoothly.


General Observations:


Strengths:

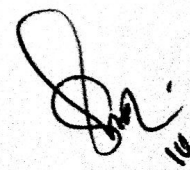
- ❖ Free and favourable conditionals for the academic development of the students.
- ❖ Dynamic leadership of the Principal and other faculty members.
- ❖ Massive infrastructure for the further development of the college.
- ❖ RUSA Grants of Rs 2 Crore will be helpful in overcoming the shortage of furniture and equipment and for further infrastructural development and maintenance of the property.
- ❖ Sincerity and dedication of the faculty members.
- ❖ Limited no of students in Bio Science Departments is helpful in giving individual attention to each student for their holistic development.
- ❖ High pass percentage (above 90%) is very encouraging.
- ❖ Collaboration with community leaders, villagers and all other local institutions is very helpful for the progress of the college.
- ❖ All the important days are observed in the college with great enthusiasm of all the stakeholders.
- ❖ Strong internet connectivity.

Improvement Areas:

- ❖ Regular attendance of the students in the college
- ❖ Retaining the students till the last semester.
- ❖ Student-Teacher Ratio
- ❖ Uninterrupted flow of fund from the department for smooth operation of the college.
- ❖ Online library management system and developing reading habit among the students.
- ❖ Procuring more books in the library
- ❖ Improving the communication skill among the students
- ❖ Improving IT skill among the non teaching staff
- ❖ Increasing the no of Smart Classroom


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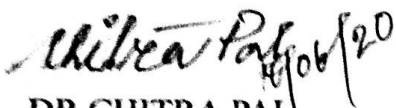

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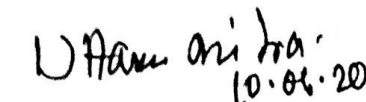
Recommendations:

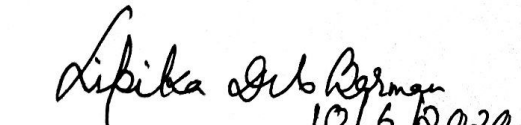
1. Department wise procuring new books to enrich the library and introducing online iccr management system.
2. Special Classes/workshops to arrange to improve the communication skill of the students.
3. Arranging training programmes for the staff to improve their IT skill.
4. While planning, the recommendations made by the NAAC Peer Team must be kept in mind.
5. Directorate of Higher Education to be frequently reminded about the need of teaching and non teaching staff of the college.
6. Some reputed institutions are to be collaborated for the professional development of the staff and receive support for the development of academic and administrative areas.
7. Required furniture and IT equipment are to be procured for the effective functioning of the college.

Signature of the Members:



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DR CHITRA PAL
Principal


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SRI UTTAM MITRA
Coordinator, IQAC


10/6/2020
SMT LIPIKA DEBBARMAN
Convenor. Academic Committee


10/6/2020
NAKATJYOTI CHAKMA
DDO


10/06/2020
SMT SANKARI DAS DEB
Secretary, Teachers' Council