



GOVERNMENT OF WEST BENGAL  
OFFICE OF THE PRINCIPAL  
*Maulana Azad College*



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**Academic and Administrative Audit (AAA) Report**  
**(With detailed analysis)**  
**2019-2020**

**Conducted by Expert Committee Members of**  
**External Academic and**  
**Administrative Audit Team**

**Detailed Analysis (Department wise SWOC format) of Academic Audit  
for 2019-2020**

**SWOC Report: 2019 -20**

Department	Strengths:	Weaknesses:	Opportunities:	Challenges:
Arabic	<p><b>Qualified Faculty:</b> The institution boasts three Ph.D. faculty members, indicating a strong academic backbone.</p> <p><b>Adequate Infrastructure:</b> It possesses well-furnished classrooms meeting university norms, a gymkhana with all facilities, and a functional reading facilities, and a functional reading facilities.</p> <p><b>Usage of ICT:</b> The institution provides internet facilities for both staff and students, promoting digital learning and the department must exploit the maximum of it for the</p>	<p><b>Research Output:</b> Lack of research activity is evident with no major or minor research projects in progress or completed.</p> <p><b>Limited Library Resources:</b> The library lacks sufficient journals, digital library facilities, and an automated system.</p> <p><b>Sports and Cultural Activities:</b> While the institution has facilities, there is no evidence of workshops/seminars to promote sports and cultural activities.</p>	<p><b>Research Culture Development:</b> There's room for organizing workshops/seminars to cultivate research habits among faculty and students.</p> <p><b>Collaborations:</b> Potential exists to establish MoUs with institutions and industries to enhance research and experiential learning opportunities.</p>	<p><b>Limited Financial Support:</b> Lack of financial assistance for research activities and infrastructure development poses a challenge.</p> <p><b>Low Student Engagement:</b> Participation in extracurricular and extension activities is minimal, affecting overall student development.</p> <p><b>Quality of Outputs:</b> The institution struggles with low average results and minimal student progression to higher education, reflecting potential issues with teaching quality and career</p>
Bengali	<p><b>Remedial Support for Students:</b> The institution provides remedial classes for slow learners and additional resources for advanced learners.</p> <p><b>Mentorship Program:</b> The mentor to-student ratio is optimal, facilitating individual attention.</p> <p><b>Capability Enhancement Programs:</b> The institution offers various capability enhancement schemes, including counselling and coaching.</p>	<p><b>Teaching Methodologies:</b> Lack of implementation of student-centric teaching methods like experiential learning.</p> <p><b>ICT Integration:</b> Limited use of ICT for effective teaching and learning.</p>	<p><b>Enhanced Teaching Methods:</b> Implementing student-centric methodologies can improve learning outcomes.</p> <p><b>ICT Integration:</b> There's an opportunity to leverage technology for better teaching and learning experiences.</p> <p><b>Research Culture:</b> Encouraging faculty to engage in more research activities can improve the institution's academic reputation.</p>	<p><b>Resource Allocation:</b> Securing funds for infrastructure development, research, and student support programs could be challenging.</p> <p><b>Faculty Development:</b> Encouraging faculty to engage in research and attend workshops/seminars may require incentives and support.</p> <p><b>Adaptation to Change:</b> Implementing new teaching methodologies and integrating technology might face resistance or require training.</p>



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Department	Strengths:	Weaknesses:	Opportunities:	Challenges:
	<p><b>Curriculum Delivery:</b> There is a structured process for curriculum delivery, including teaching plans and departmental meetings.</p> <p><b>Infrastructure Augmentation:</b> The institution has made investments in physical infrastructure and laboratory equipment.</p> <p><b>Partnerships and Linkages:</b> The institution has opportunities for collaboration with other institutions and industries through MOUs and exchange programs.</p>	<p><b>Student Engagement Activities:</b> Limited participation of students in extension and outreach programs.</p> <p><b>Outcome Assessment:</b> Lack of data or formal assessment regarding student progression and placement.</p>	<p><b>Partnerships and Collaborations:</b> Strengthening partnerships with industries and other institutions can provide opportunities for research, internships, and placements.</p> <p><b>Student Engagement:</b> Increasing participation in extension activities can foster holistic development among students.</p> <p><b>Partnerships and Collaborations:</b> Strengthening partnerships with industries and other institutions can provide opportunities for research, internships, and placements.</p> <p><b>Student Engagement:</b> Increasing participation in extension activities can foster holistic development among students.</p>	<p><b>Outcome Measurement:</b> Establishing robust mechanisms to measure student outcomes and track alumni progression could be complex.</p> <p><b>Competition:</b> Staying competitive in terms of research output, student placements, and infrastructure compared to other institutions may pose a challenge</p>
Botany	<p><b>Adequate Infrastructure:</b> The institution has well-furnished classrooms and laboratories, meeting the requirements set by the university. This ensures a conducive environment for teaching and learning.</p>	<p><b>Library Digital Facilities:</b> The institution lacks digital library facilities, which could limit access to online resources and hinder research opportunities.</p>	<p><b>Enhanced Research Culture:</b> There is an opportunity to promote research culture by organizing workshops, providing financial assistance, and incentivizing faculty and student research activities.</p>	<p><b>Financial Constraints:</b> Limited budget allocation may pose challenges in implementing infrastructure upgrades, research initiatives, and student support programs.</p>

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Department	Strengths:	Weaknesses:	Opportunities:	Challenges:
	<p><b>ICT Facilities:</b> The institution has a virtual classroom and ICT facilities in classrooms, indicating a commitment to modern teaching methods and technology integration.</p>	<p><b>Research and Publications:</b> There is a lack of focus on research-related activities, as indicated by the absence of organized workshops, research competitions, and low publication rates.</p>	<p><b>Infrastructure Upgradation:</b> Investing in digital library facilities, laboratory equipment, and extracurricular infrastructure can improve overall educational quality.</p>	<p><b>Faculty Development:</b> Encouraging faculty to pursue further academic qualifications or participate in development programs may face resistance or logistical challenges.</p>
	<p><b>Library Resources:</b> While there are some deficiencies in the library's digital facilities, the institution has a good collection of books, meeting the required student-to-book ratio.</p>	<p><b>Extracurricular Activities:</b> The institution lacks adequate facilities and support for extracurricular and cultural activities, which are essential for holistic student development.</p>	<p><b>Expansion of Course Offerings:</b> Introducing new courses aligned with emerging fields and industry demands can attract more students and enhance institutional reputation.</p>	<p><b>Adapting to Technological Changes:</b> Integrating ICT into teaching and learning processes requires ongoing training and updates, which may be challenging for some faculty members.</p>
	<p><b>Faculty Strength:</b> The institution has a high percentage of appointed teaching faculty with good academic records, ensuring adequate support for students.</p>	<p><b>Financial Allocation:</b> There is limited expenditure on essential resources like books, journals, and laboratory equipment, which could affect the quality of education.</p>	<p><b>Partnerships and Collaborations:</b> Collaborating with industry partners, other institutions, and research organizations can facilitate resource-sharing, and student opportunities, and student placements.</p>	<p><b>Competition and Reputation:</b> Building a strong reputation and attracting students in a competitive educational landscape may require strategic marketing and differentiation strategies.</p>
	<p><b>Ratio of Mentor to Students:</b> The institution maintains a favourable ratio of mentors to students, enabling personalized academic and stress-related support.</p>	<p><b>New Courses Introduced:</b> The institution has not introduced many new courses, which could limit academic diversity and relevance to changing industry needs.</p>	<p><b>Student Support Programs:</b> Implementing more student-centric programs like career counselling, skill development, and mentorship initiatives can improve student outcomes and satisfaction.</p>	
	<p><b>Average Result:</b> The institution achieves a high average result in the final year, indicating effective teaching and learning processes.</p>			

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<b>Department</b>						
<b>Chemistry</b>	<p><b>Strengths:</b></p> <p><b>Ph.D. Qualified Faculty:</b> The presence of 9 Ph.D. faculty members indicates a strong academic foundation and potential for high-quality research.</p>	<p><b>Weaknesses:</b></p> <p><b>Research Output:</b> Despite having Ph.D. faculty, there is a lack of significant research output, with no major or minor research projects completed or in progress and minimal research papers published.</p>	<p><b>Opportunities:</b></p> <p><b>Research Enhancement:</b> The institution can focus on promoting research culture by providing financial assistance, organizing workshops, and incentivizing faculty for research.</p>	<p><b>Challenges:</b></p> <p><b>Research Culture Establishment:</b> Overcoming barriers to research culture establishment, such as funding constraints and lack of incentives, may pose a significant challenge.</p>		
	<p><b>Laboratory Infrastructure:</b> The availability of more laboratories than required, adequate laboratory equipment, and sufficient computers meet or exceed university norms, providing ample resources for practical learning.</p>	<p><b>Digital Library Facilities:</b> The absence of digital library facilities and e-journals limits research opportunities and access to up-to-date academic resources.</p>	<p><b>Digitalization:</b> Investing in digital library facilities and online resources can enhance research capabilities and provide students with access to a wider range of academic materials.</p>	<p><b>Resource Allocation:</b> Securing funding for infrastructure development, faculty development, and research activities may be challenging given budget constraints.</p>		
	<p><b>Library Resources:</b> The library is well-stocked with a large number of reference books, exceeding the required ratio of books to students.</p>	<p><b>Sports Facilities:</b> Limited sports facilities and extracurricular activities may hinder the overall development and well-being of students.</p>	<p><b>Faculty Development Programs:</b> Implementing faculty development programs and encouraging academic qualification improvement can enhance teaching quality and research output.</p>	<p><b>Adoption of New Technologies:</b> Encouraging faculty to adopt new technologies for teaching and research may face resistance and require training and support.</p>		
	<p><b>Teaching-Learning Methods:</b> The institution employs student-centric teaching methods and utilizes ICT effectively, with a high percentage of teachers using ICT for teaching.</p>	<p><b>Faculty Development:</b> The absence of faculty deputed for academic qualification improvement indicates a potential gap in faculty development initiatives.</p>	<p><b>Partnerships and Collaborations:</b> Establishing partnerships with industry, other institutions, and research organizations can provide opportunities for joint research projects, internships, and exchange programs.</p>	<p><b>Competition and Reputation:</b> Competing with other institutions and enhancing the institution's reputation in research and academics may require concerted efforts and time.</p>		
	<p><b>Student Support Programs:</b> The institution offers special programs for both advanced and slow learners, catering to diverse student needs.</p>					
					<p><b>Student Engagement:</b> Encouraging student participation in sports, extracurricular activities, and research may be challenging due to varying interests and priorities.</p>	<p><b>Regulatory Compliance:</b> Ensuring compliance with regulatory standards and university norms in terms of infrastructure, faculty appointments, and academic programs may require ongoing efforts and resources.</p>

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<b>Department</b>	<b>Strengths:</b>	<b>Weaknesses:</b>	<b>Opportunities:</b>	<b>Challenges:</b>
<b>Commerce</b>	<p><b>Adequate Infrastructure:</b> The institution possesses adequate classrooms, laboratories, and library facilities as per university norms, ensuring a conducive learning environment.</p> <p><b>ICT Integration:</b> Majority of classrooms have ICT facilities, indicating a commitment to modern teaching methodologies.</p> <p><b>Library Facilities:</b> While specific data is not available, the library seems to have digital resources, internet facilities, catering to the needs of both students and faculty.</p>	<p><b>Research Output:</b> Lack of major research projects and low publication rates in journals signify a need for a stronger focus on research activities.</p> <p><b>Faculty Development:</b> Limited initiatives for faculty development in terms of academic qualification improvement and research incentives.</p> <p><b>Output Metrics:</b> The percentage of students passing with first-class grades and above is relatively low, indicating scope for improvement in academic outcomes.</p>	<p><b>Research Enhancement:</b> Investing in major research projects and providing incentives for faculty research can elevate the institution's academic reputation and contribute to knowledge creation.</p> <p><b>Student Engagement:</b> Encouraging greater participation in sports, cultural events, and extracurricular activities can foster holistic development among students.</p> <p><b>Industry Partnerships:</b> Strengthening ties with industries/corporate houses through internships, workshops, and collaborative projects can enhance students' practical exposure and employability.</p>	<p><b>Resource Allocation:</b> Limited budget allocation for books, journals, and infrastructure upgrades may impede efforts to enhance educational resources.</p> <p><b>Faculty Development:</b> Encouraging faculty to pursue higher qualifications and research can be challenging without adequate institutional support and incentives.</p> <p><b>Student Performance:</b> Improving student outcomes requires addressing factors such as learning support, assessment methods, and student motivation.</p>
<b>Economics</b>	<p><b>Teaching-Learning Process:</b> There's an emphasis on student-centric learning methodologies and ICT integration, ensuring a holistic approach to education.</p> <p><b>Faculty Qualifications:</b> The department has a good number of faculty members with M.Phil and Ph.D. qualifications, which is essential for academic rigor and research.</p>	<p><b>Industry Collaboration:</b> Limited data on industry collaborations and MoUs suggest a potential area for expanding external partnerships.</p> <p><b>Research Output:</b> There is a lack of significant research output, as evidenced by the absence of research papers published or presented at any level.</p>	<p><b>Community Engagement:</b> Leveraging extension programs and outreach initiatives can establish stronger bonds with the local community and address societal needs.</p> <p><b>Research Initiatives:</b> There is potential for the department to enhance its research activities by encouraging faculty members to publish papers, organize workshops, and collaborate with other institutions.</p>	<p><b>External Collaboration:</b> Building and sustaining partnerships with industries and other institutions require continuous effort and negotiation.</p> <p><b>Resource Constraints:</b> Limited infrastructure and financial resources may hinder the department's ability to undertake research activities and provide quality education.</p>
	<p><b>Infrastructure:</b> While there is a shortfall in classrooms, the available ones are equipped with ICT facilities, including overhead projectors and WiFi in the seminar hall, facilitating modern teaching methods.</p>	<p><b>Classroom Infrastructure:</b> The department lacks adequate classrooms, which can impact the quality of teaching and learning experiences.</p>	<p><b>Infrastructure Improvement:</b> Investments in additional classrooms and research facilities could significantly improve the teaching and research environment.</p>	<p><b>Low Research Culture:</b> Overcoming the lack of research culture among faculty members may require significant efforts in training and incentivizing research.</p>

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Department	Strengths:	Weaknesses:	Opportunities:	Challenges:
English	<p><b>Internet Facilities:</b> Both staff and students have access to internet facilities, which are being utilized effectively by the staff.</p> <p><b>Faculty Appointment:</b> The department has a relatively high percentage of teaching faculty appointments, indicating stability and continuity in academic delivery.</p>	<p><b>Learning Initiatives:</b> The department has not yet implemented student-centric learning methods or programs for advanced and slow learners, limiting the scope for holistic development.</p> <p><b>Faculty Engagement in Research:</b> There is a lack of engagement in research-related activities among faculty members, as indicated by the absence of workshops/seminars and financial assistance for research.</p>	<p><b>Learning Programs:</b> Implementing student-centric learning methods and initiatives for advanced and slow learners could improve overall academic performance and satisfaction.</p> <p><b>Collaborative Partnerships:</b> Establishing collaborations with other institutions, industries, or research centers could provide opportunities for faculty and student exchange, internships, and joint research projects.</p>	<p><b>Competition:</b> In a competitive academic environment, attracting and retaining talented faculty members and students could be challenging without adequate resources and research opportunities.</p> <p><b>Adaptation to Change:</b> Implementing student-centric learning methods and adopting modern teaching technologies may require a cultural shift and faculty training.</p>
	<p><b>Curriculum Delivery:</b> There is a structured approach to curriculum delivery, including teaching plans, departmental meetings, and feedback mechanisms, ensuring effective teaching processes.</p>	<p><b>Linkages and Collaborations:</b> The department has not established any significant linkages with other institutions or industries for faculty or student exchange, internships, or research collaborations.</p>	<p><b>Faculty Development:</b> Providing incentives and support for faculty members to engage in research and attend workshops/seminars could enhance their professional development and contribute to the department's academic reputation.</p>	<p><b>External Factors:</b> Economic and regulatory changes, as well as fluctuations in student enrollment, could impact the department's operations and funding.</p>
	<p><b>Participation in Events:</b> The department has been active in organizing and participating in various academic and cultural events, enhancing the overall academic environment.</p>			
	<p><b>Experienced faculty:</b> The department boasts a team of faculty members with diverse qualifications and extensive experience in teaching English.</p>	<p><b>Vacancy:</b> There's a vacant position in the faculty, which could potentially strain existing staff and affect student learning.</p>	<p><b>Faculty development:</b> Encouraging faculty members to pursue further academic qualifications or attend workshops/seminars could enhance their teaching and research capabilities.</p>	<p><b>Budget constraints:</b> Limited funding may hinder the implementation of infrastructure upgrades or faculty development programs.</p>

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Department	Strengths:	Weaknesses:	Opportunities:	Challenges:
	<p><b>Research output:</b> Some faculty members have published research papers and authored books, indicating a commitment to academic scholarship.</p> <p><b>Infrastructure:</b> The department has adequate infrastructure, including well-furnished classrooms, ICT facilities, and a dedicated library with digital resources.</p> <p><b>Teaching methods:</b> Student-centric teaching methods like peer teaching and seminars enhance the learning experience.</p> <p><b>Mentorship:</b> The mentor to student ratio is favourable, allowing for individualized attention and support.</p>	<p><b>Limited research activity:</b> While some faculty members have engaged in research, the overall research output seems relatively low.</p> <p><b>Limited extracurricular activities:</b> There's room for improvement in organizing extracurricular and cultural activities to enrich students' holistic development.</p> <p><b>Infrastructure gaps:</b> While the department has some ICT facilities, there are areas such as internet access that may need improvement.</p> <p><b>Limited industry collaborations:</b> The institution lacks significant partnerships with industries or other institutions for research or experiential learning opportunities.</p>	<p><b>Research collaborations:</b> Collaborating with other institutions or industries can facilitate research projects and expand the department's academic network.</p> <p><b>Student engagement:</b> Offering more extracurricular activities, internships, and field trips can enhance student engagement and practical learning experiences.</p> <p><b>Infrastructure upgrade:</b> Investing in library resources, language lab and IT infrastructure can improve teaching and research facilities.</p> <p><b>Industry partnerships:</b> Developing partnerships with industries can provide students with practical exposure and enhance their employability.</p>	<p><b>Recruitment challenges:</b> Finding suitable candidates to fill vacant faculty positions may be challenging, especially considering specific qualification requirements.</p> <p><b>Research culture:</b> Encouraging a stronger research culture among faculty members may require institutional support and incentives.</p> <p><b>Adaptation to technology:</b> Ensuring all faculty members are proficient in using ICT tools for teaching may require training and support.</p> <p><b>Competition:</b> Competing with other institutions to attract talented faculty and students and secure research funding can be challenging.</p>
<b>History</b>	<p>Long-standing faculty members with significant experience in teaching and research.</p> <p>Adequate number of faculty members with MA and Ph.D. qualifications.</p> <p>Active participation of faculty in advanced learner and slow learner programs.</p> <p>Availability of well-furnished classrooms, albeit slightly below the required number.</p>	<p>Insufficient number of classrooms with ICT facilities.</p> <p>Scope of development of library system.</p> <p>Low participation in research-related activities such as workshops and seminars.</p> <p>Minimal financial assistance provided for faculty research.</p>	<p>Potential for increasing the number of research projects and publications.</p> <p>Scope for enhancing participation in workshops, seminars, and research competitions.</p> <p>Possibility of expanding linkages with industry, community, and non-governmental organizations for research collaborations.</p> <p>Potential for faculty development through sponsored programs and advanced qualifications.</p>	<p>Budget constraints for infrastructure development and research activities.</p> <p>Adapting to rapidly evolving teaching methodologies and technologies.</p> <p>Ensuring effective utilization of library resources and promoting reading habits among students.</p> <p>Encouraging faculty members to actively engage in research and publication activities.</p>





Department	Strengths:	Weaknesses:	Opportunities:	Challenges:
Islamic History & Culture	Utilization of internet facilities for both staff and students.	Limited number of research projects undertaken by faculty.	Possibility of introducing more value added courses and skill development programs.	Overcoming inertia or resistance to change in traditional teaching methods.
	Active involvement of faculty in various curricular and extracurricular activities.	Low percentage of students progressing to higher education.	Scope for increasing student participation in extension activities and field projects.	Addressing the need for more classrooms with ICT facilities to support modern teaching methods.
	Utilization of student-centric teaching methods and ICT for effective teaching.	Minimal participation in state/national/international examinations and competitions.	Opportunity to establish more MoUs with institutions of national and international importance.	Balancing curricular and extracurricular activities with academic requirements.
	Good mentor-to-student ratio for academic and stress-related issues.		Potential for improving the placement rate of outgoing students.	
	Efforts towards curriculum delivery through well-planned processes and feedback mechanisms.		Possibility of enhancing sports scholarship and extracurricular support for students.	
	<b>Experienced Faculty:</b> The department has faculty members with extensive experience, with the earliest appointment dating back to 1998.	<b>Limited Research Output:</b> Apart from one publication, there is minimal mention of ongoing research projects or significant research outcomes.	<b>Research Funding:</b> The department could explore avenues for securing research grants and funding to support faculty research activities.	<b>Limited Research Culture:</b> Overcoming the lack of emphasis on research and publication within the department may require a cultural shift and additional
	<b>Research Publication:</b> One faculty member has published in a UGC Care listed journal, indicating research productivity.	<b>ICT Integration:</b> There seems to be limited use of ICT for teaching, which may hinder innovative teaching methodologies.	<b>ICT Integration:</b> Investing in ICT infrastructure and training could enhance teaching effectiveness and student engagement.	<b>Infrastructure Enhancement:</b> Addressing any shortcomings in infrastructure, particularly in terms of ICT facilities and laboratory equipment, may require significant investment.
	<b>Teaching-Learning Initiatives:</b> The institution conducts programs for both advanced and slow learners, ensuring a student-centric approach to education.	<b>Financial Support for Research:</b> There is no mention of financial assistance provided for faculty research or incentives for research activities.	<b>Collaborative Research:</b> Forming partnerships with other institutions or industry players could facilitate collaborative research projects and enhance research output.	<b>Faculty Development:</b> Encouraging faculty members to pursue further academic qualifications or attend professional development programs could be challenging without adequate incentives or support.
	<b>Infrastructure:</b> Although specific details are not provided, there are indications of adequate infrastructure such as classrooms and library facilities.	<b>Student Progression:</b> While there is a high percentage of students admitted to postgraduate programs, there is no mention of student progression to M.Phil. or Ph.D. programs.	<b>Student Support Programs:</b> Implementing more programs for career counselling, skill development, and mentorship could improve student outcomes and employability.	<b>Competitive Landscape:</b> Staying competitive in terms of research output and academic quality amidst evolving educational standards and global competition may present ongoing challenges.



Department	Strengths:	Weaknesses:	Opportunities:	Challenges:
Mathematics	<p><b>Experienced Faculty:</b> The department boasts a team of highly qualified and experienced faculty members, all holding Ph.D. degrees in Mathematics. This ensures a high level of expertise in the subject matter.</p>	<p><b>Infrastructure</b> Although the department has adequate infrastructure, there are some areas for improvement, such as the availability of classrooms meeting university norms and the functionality of certain ICT facilities like projectors.</p>	<p><b>Research Collaboration:</b> The department could explore opportunities for collaboration with other institutions or industries to enhance research output and access additional resources.</p>	<p><b>Financial Constraints:</b> Limited budget allocation for research activities and infrastructure enhancement poses a challenge to the department's growth and development.</p>
	<p><b>Research Output:</b> The department has a commendable number of faculty members with M. Phil and Ph.D. qualifications. Additionally, research papers have been presented and published at both national and international levels, demonstrating active engagement in academic research.</p>	<p><b>Faculty Development:</b> There is limited information available regarding faculty development initiatives, such as workshops or seminars aimed at fostering research habits among teachers.</p>	<p><b>Faculty Development Programs:</b> Organizing workshops and seminars aimed at enhancing research skills among faculty members could be beneficial in improving research productivity.</p>	<p><b>Competitive Environment:</b> In an increasingly competitive academic landscape, maintaining high standards of research and teaching while addressing infrastructure limitations can be challenging.</p>
	<p><b>Infrastructure:</b> The department has adequate infrastructure, including well-furnished classrooms, ICT facilities, a computer lab, and a library with a satisfactory number of books. Facilities like internet access, book banks, and automation further enhance the learning environment.</p>	<p><b>Research Support:</b> The department lacks significant financial assistance for faculty research, with no reported organizing of workshops/seminars to encourage research habits among teachers.</p>	<p><b>Student Engagement:</b> There is scope for introducing more value-added courses and activities aimed at enhancing students' employability and overall learning experience.</p>	
	<p><b>Teaching-Learning Process:</b> The institution focuses on student-centric methods such as experiential learning, participative learning, and problem-solving methodologies. There is a high percentage of teachers using ICT for effective teaching, indicating a modern approach to education.</p>	<p><b>Output Metrics:</b> The department has not achieved notable success in terms of research output, with no major research projects undertaken, minimal publication of research papers, and no faculty awards or recognition received.</p>		

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Department	Strengths:	Weaknesses:	Opportunities:	Challenges:
Microbiology	<p><b>Student Support:</b> The department provides mentorship to students for academic and stress-related issues, with a favourable mentor-to-mentee ratio. Additionally, various capability enhancement and development schemes are offered to students, including guidance for competitive examinations and soft skill development.</p> <p><b>Experienced Faculty:</b> The department boasts a team of faculty members with diverse qualifications, including Ph.D. holders and experienced professionals.</p> <p><b>Research Output:</b> Faculty members have published several research papers in reputed journals and have contributed to book chapters, indicating active engagement in research activities.</p> <p><b>Infrastructure:</b> Adequate infrastructure is available, including well-furnished classrooms, laboratories equipped with necessary instruments, and a library with a substantial collection of books.</p> <p><b>ICT Integration:</b> Effective use of Information and Communication Technology (ICT) tools for teaching and learning, including Google Classroom and various software for recording and presenting, enhancing the learning experience.</p>	<p><b>Limited Research Projects:</b> Lack of major and minor research projects undertaken by faculty members may hinder opportunities for research funding and academic growth.</p> <p><b>Inadequate Documentation:</b> Some activities like career counselling and personal counselling are conducted but lack proper documentation, making it challenging to assess their effectiveness and impact.</p> <p><b>Library Resources:</b> While the library has a decent collection of books, there is a lack of digital library facilities and e-journals, limiting access to online resources for research and academic purposes.</p> <p><b>Faculty Development:</b> There is a lack of participation in faculty development programs for enhancing academic qualifications and skills, which may affect the quality of teaching and research output.</p>	<p><b>Research Collaboration:</b> Collaboration with other institutions, industries, or research organizations can enhance research opportunities, funding, and knowledge exchange.</p> <p><b>Skill Enhancement Programs:</b> Introduction of skill development programs, vocational education, and training can better prepare students for industry requirements and improve their employability.</p> <p><b>Digitalization of Library:</b> Investing in digital library facilities and subscribing to more e-journals can enhance access to online resources and support research and academic activities.</p> <p><b>Faculty Development Initiatives:</b> Encouraging faculty members to participate in workshops, seminars, and conferences can facilitate knowledge sharing and keep them updated with the latest trends in their field.</p>	<p><b>Funding Constraints:</b> Limited financial assistance for research activities may hinder the department's ability to undertake major research projects and procure advanced equipment.</p> <p><b>Documentation Issues:</b> Inadequate documentation of various activities, including counselling sessions and faculty development programs, makes it difficult to evaluate their effectiveness and impact.</p> <p><b>Industry Engagement:</b> Building strong partnerships with industries for internships, projects, and placements may be challenging due to lack of established connections and competition from other institutions.</p> <p><b>Faculty Retention:</b> Retaining qualified faculty members and attracting new talent may be challenging, especially without adequate opportunities for professional development and research support.</p>



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Department	Strengths:	Weaknesses:	Opportunities:	Challenges:
Persian	<p><b>Student Support:</b> The department provides support to students through career mentorship programs, personalized counselling, and attention, as evidenced by the mentor-to-student ratio and special programs for slow and advanced learners.</p>	<p><b>Limited Industry Collaboration:</b> The department has not established functional MOUs with institutions of national or international importance or industries, limiting opportunities for collaboration and exposure for students and faculty.</p>	<p><b>Student Internships:</b> Strengthening ties with industries and research organizations can provide more internship opportunities for students, allowing them to gain practical experience and industry exposure.</p>	<p><b>Curriculum Enhancement:</b> Keeping the curriculum updated with the latest advancements in microbiology and incorporating industry-relevant skills may require continuous review and revision, which could be time-consuming and resource-intensive.</p>
	<p><b>Qualified Faculty:</b> The department boasts a team of highly qualified faculty members with Ph.D. degrees in Persian literature.</p>	<p><b>Utilization of Resources:</b> Despite having resources like virtual classrooms and ICT facilities, there seems to be underutilization, which needs improvement.</p>	<p><b>Research Collaborations:</b> The department can explore collaborations with other institutions and industries for research projects and knowledge exchange.</p>	<p><b>Limited Funding:</b> Securing additional funding for research projects and infrastructure enhancement could be challenging.</p>
	<p><b>Research Output:</b> The faculty members have published research papers at national and international levels.</p>	<p><b>Limited Research Projects:</b> The department lacks major and minor research projects, which could hinder its research output and growth.</p>	<p><b>Expansion of Courses:</b> Expanding the existing ones could attract more students and cater to diverse interests.</p>	<p><b>Adapting to Technological Changes:</b> Keeping pace with rapidly evolving technology and integrating it effectively into teaching methods may pose a challenge.</p>
	<p><b>Infrastructure:</b> The department has adequate infrastructure in terms of classrooms, library facilities, and ICT resources.</p>	<p><b>Budget Allocation:</b> There need to be some budget allocation for purchasing books and journals.</p>	<p><b>Enhanced Student Engagement:</b> Increasing student participation in research events and field projects can enrich their learning experiences and skill sets.</p>	<p><b>Competition for Research Grants:</b> Securing research grants and funding in a competitive landscape may require concerted efforts.</p>
	<p><b>Teaching-Learning Methods:</b> Student-centric teaching methods are employed, including experiential learning and ICT utilization.</p>	<p><b>Value-added Courses:</b> Limited department has not offered any value-added courses during the assessed period, which could enhance student skills and employability.</p>	<p><b>Faculty Development Programs:</b> Organizing workshops and seminars to enhance research skills among faculty members could improve the department's research output.</p>	<p><b>Maintaining Academic Standards:</b> Ensuring high academic standards and quality amidst increasing enrollments and resource constraints could be challenging.</p>
	<p><b>Student Support:</b> Special programs are organized for both advanced and slow learners, indicating a focus on student development.</p>	<p><b>Eco-system for Innovations:</b> There's a lack of initiatives like institutional collaborations for fostering innovation and knowledge transfer.</p>	<p><b>Partnerships:</b> Strengthening partnerships with Persian institutes or organizations could provide opportunities for internships and practical exposure for students.</p>	



Department	Strengths:	Weaknesses:	Opportunities:	Challenges:
Philosophy	<p><b>Experienced Faculty:</b> The department boasts a team of dedicated and experienced faculty members, with all holding Ph.D. or M.Phil. degrees in Philosophy. This ensures a high level of academic expertise and guidance for students.</p>	<p><b>Limited Research Output:</b> While the department shows a strong inclination towards research, there is a lack of significant research output, with no major or minor research projects undertaken in recent years. This could hamper the department's reputation and contribution to academic discourse.</p>	<p><b>Research Collaboration:</b> The department can explore research opportunities for collaboration with other institutions, both nationally and internationally, to enhance research output and academic reputation.</p>	<p><b>Limited Funding:</b> The absence of major and minor research projects, as well as the lack of budget allocation for book purchases and journal subscriptions, indicates a challenge in securing adequate funding for academic endeavours.</p>
	<p><b>Research Orientation:</b> The department has a commendable number of faculty members with M.Phil. and Ph.D. qualifications, indicating a strong research orientation. This could contribute to the academic growth of both faculty and students.</p>	<p><b>Infrastructure Upgradation:</b> There is a need for continuous upgradation of infrastructure, including library facilities, to meet evolving academic requirements and standards.</p>	<p><b>Funding for Research Projects:</b> Securing funding for research projects could facilitate the undertaking of major and minor research projects, thereby enhancing the department's research capabilities.</p>	
	<p><b>Infrastructure:</b> The department provides adequate infrastructure facilities, including well-furnished classrooms, a library with reference books, digital resources, internet facilities, and a reading room, enhancing the learning experience.</p>	<p><b>Faculty Development:</b> There is no mention of faculty development programs or initiatives for enhancing academic qualifications, which could hinder the overall professional growth of faculty members.</p>	<p><b>Expansion of Curriculum:</b> Introducing new courses or value-added programs focusing on emerging areas in Philosophy could attract more students and broaden the department's academic offerings.</p>	
	<p><b>Teaching-Learning Methods:</b> The department utilizes student-centric teaching methods such as experiential learning, participative learning, and problem-solving methodologies, fostering a conducive learning environment.</p>			

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Department	Strengths:	Weaknesses:	Opportunities:	Challenges:
<p><b>Engagement in Curricular and Extracurricular Activities:</b> The department actively organizes extracurricular and cultural activities, including seminars, debates, and cultural events like Rabintra Jayanti and Fresher's Welcome, promoting holistic development among students.</p> <p><b>Effective Curriculum Delivery:</b> The department ensures effective curriculum delivery through well-planned teaching schedules, departmental meetings, and feedback mechanisms, enhancing the quality of education.</p>		<p><b>Research Culture:</b> Limited focus on research activities, with few workshops or seminars organized to promote research habits among teachers and students.</p> <p><b>Infrastructure Upgradation:</b> Lack of augmentation in physical infrastructure and laboratory equipment upgrades during the assessed period.</p>	<p><b>Research Funding:</b> Opportunities exist for securing financial assistance for faculty research projects from the college or external funding agencies.</p> <p><b>Partnerships and Collaborations:</b> The department can explore partnerships with industry, other universities, and research institutions to enhance research and teaching capabilities.</p>	<p><b>Budget Constraints:</b> Limited financial resources may hinder infrastructure development, faculty training, and research activities.</p> <p><b>Changing Regulatory Environment:</b> Changes in university or government regulations may necessitate adjustments in curriculum and teaching methodologies.</p>
<p><b>Experienced Faculty:</b> The department has a team of faculty members with substantial experience and qualifications, including several Ph.D. holders.</p> <p><b>Research Publications:</b> Despite the limited number of faculty, the department has published research papers at the international level.</p> <p><b>Infrastructure:</b> The department has adequate classrooms, laboratories, and necessary equipment, meeting university norms.</p>		<p><b>Limited MoUs and Linkages:</b> The department lacks partnerships with other institutions and industries, which could provide opportunities for collaboration and resource sharing.</p>	<p><b>Curriculum Enhancement:</b> Introduction of new courses and value-added programs could meet the evolving needs of students and industries.</p>	<p><b>Technological Obsolescence:</b> Rapid advancements in technology may require continuous updates to teaching methods and infrastructure, posing a challenge for resource allocation.</p>

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Department	Strengths:	Weaknesses:	Opportunities:	Challenges:
	<p><b>Teaching-Learning Methods:</b> Effective teaching-learning methods, including seminars, tutorials, and project work, are utilized to enhance student learning experiences.</p> <p><b>ICT Integration:</b> A high percentage of teachers use ICT for effective teaching, indicating a modern approach to education.</p> <p><b>Student Support:</b> Special programs for advanced and slow learners, as well as various capability enhancement schemes, demonstrate a focus on student welfare. A high percentage of students participate in field projects and internships, contributing to their holistic development.</p>	<p><b>Low Participation in Extension Activities:</b> Limited engagement in extension programs with industry, community, and NGOs, which could enhance practical learning experiences.</p> <p><b>Placement and Research Output:</b> Lack of significant achievements in terms of student placements and research output, such as research papers and projects.</p>	<p><b>Student Exchange Programs:</b> Establishing student exchange programs with other institutions can provide exposure and enrich the academic experience.</p> <p><b>Skill Development Initiatives:</b> Implementing more skill development initiatives and vocational education programs can enhance students' employability.</p>	
	<p><b>Curriculum Delivery:</b> The department ensures effective curriculum delivery through well-planned processes, including teaching plans and departmental meetings.</p> <p><b>Faculty Assessment:</b> Faculty members are involved in university assessments, ensuring academic standards are maintained.</p>			
Political Science	<p><b>Experienced Faculty:</b> The department boasts a team of seasoned faculty members with diverse qualifications and extensive experience in teaching political science.</p>	<p><b>Limited Research Output:</b> Despite having qualified faculty, the department lacks significant research output, with no major/minor research projects undertaken and minimal publications.</p>	<p><b>Research Enhancement:</b> The department can explore opportunities to secure funding for research projects and incentivize faculty members to engage in research activities, thereby enhancing the department's academic</p>	<p><b>Resource Constraints:</b> Limited budget allocations for books, journals, and infrastructure upgrades pose challenges in maintaining and expanding the department's resources to meet evolving academic needs.</p>



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Department	Strengths:	Weaknesses:	Opportunities:	Challenges:
	<p><b>Research Initiatives:</b> Despite the lack of major research projects, the department has faculty members with M.Phil. and Ph.D. qualifications, indicating potential for research activities.</p>	<p><b>Financial Support for Research:</b> There is a lack of financial assistance and incentives provided to faculty members for research activities, which could hinder research productivity.</p>	<p><b>Collaborative Ventures:</b> Establishing partnerships with other academic institutions, industry players, and NGOs can broaden the department's outreach and facilitate collaborative research and experiential learning opportunities for students.</p>	<p><b>Research Culture:</b> Overcoming the existing lack of research culture among faculty members and encouraging a more robust research ecosystem within the department may require substantial efforts and institutional support.</p>
	<p><b>Infrastructure:</b> Adequate infrastructure facilities including well-furnished classrooms, ICT facilities, and a library with a substantial collection of books and journals are available.</p>	<p><b>Outreach Programs:</b> The department has not conducted many outreach programs or collaborations with industries, community organizations, or NGOs, limiting its impact beyond academic realms.</p>	<p><b>Curriculum Expansion:</b> Introducing new courses or value-added programs related to contemporary political issues, public administration, or international relations can enrich the curriculum.</p>	<p><b>Adaptation to Changes:</b> As political dynamics evolve rapidly, the department must continually adapt its curriculum, teaching methodologies, and research focus to remain relevant and responsive to emerging trends and challenges.</p>
	<p><b>Teaching-Learning Processes:</b> The department employs student-centric teaching methodologies and effectively utilizes ICT tools for teaching, especially noteworthy during the COVID-19 period.</p>	<p><b>Limited Vocational Education:</b> The department does not offer vocational education or skill-based courses, potentially restricting students' exposure to practical skills relevant to their field.</p>	<p><b>Student Engagement:</b> Increasing student involvement in extracurricular activities, internships, and field projects can enhance their practical understanding of political science concepts and foster holistic development.</p>	
	<p><b>Outcome Achievements:</b> The department has achieved a 100% success rate in the final year, with students consistently performing well and securing high marks.</p>			
Sanskrit	<p><b>Experienced Faculty:</b> The department has faculty members with significant experience, with several holding Ph.D. qualifications.</p>	<p><b>Research Output:</b> There is a lack of significant research output in terms of papers published and ongoing research projects.</p>	<p><b>Research Collaboration:</b> Faculty members could explore opportunities for collaboration with other institutions to enhance research output.</p>	<p><b>Resource Constraints:</b> Limited budget allocation for books, journals, and infrastructure development could pose challenges in improving facilities and research output.</p>





Department	Strengths:	Weaknesses:	Opportunities:	Challenges:
Sociology	<p><b>Research Focus:</b> The presence of M.Phil. and Ph.D. qualified faculty indicates a potential for research activities within the department.</p> <p><b>Infrastructure:</b> The institution provides some essential infrastructure like internet facilities, library, and reading rooms.</p> <p><b>Teaching-Learning Process:</b> The institution has a strong emphasis on the use of ICT for teaching, with all faculty members utilizing technology effectively.</p> <p><b>Student Support:</b> There are programs in place for both advanced and slow learners, indicating a student-centric approach to education.</p>	<p><b>Infrastructure Deficiency:</b> The department lacks adequate and effective use of ICT facilities, which could hinder effective teaching and learning.</p> <p><b>Limited Curriculum Innovation:</b> There is no information provided on the introduction of new courses or value-added programs, indicating a potential lack of curriculum innovation.</p> <p><b>Low Participation in Extension Activities:</b> There is minimal participation in extension activities with external organizations, which could limit students' exposure to real-world issues.</p>	<p><b>Infrastructure Improvement:</b> There is room for improvement in infrastructure, which presents an opportunity for the institution to invest in upgrading facilities.</p> <p><b>Curriculum Enhancement:</b> Introducing new courses or value-added programs could enhance the curriculum and better prepare students for future challenges.</p> <p><b>Extension Activities:</b> Increasing participation in extension activities could provide students with practical exposure and contribute to community development.</p>	<p><b>Curriculum Adaptation:</b> Implementing new teaching methodologies and curriculum enhancements may require additional training and resources.</p> <p><b>Engagement:</b> Encouraging faculty and students to actively participate in research, extension activities, and curriculum development may require overcoming resistance or apathy.</p>
	<p><b>Experienced Faculty:</b> The department has faculty members with long-standing experience and strong qualifications, including PhDs in Sociology.</p> <p><b>Research Focus:</b> The department has faculty engaged in research activities, with several PhD holders and ongoing research projects.</p>	<p><b>Limited Research Support:</b> There is a lack of financial assistance for faculty research and limited initiatives such as institutional collaborations for fostering research culture and conferences.</p> <p><b>Publication and Presentation:</b> The department lacks significant publication and presentation outputs by faculty members in journals and conferences.</p>	<p><b>Research Expansion:</b> There is room for expanding research activities through increased funding, workshops, and incentives for faculty and student research.</p> <p><b>Collaborative Ventures:</b> Opportunities exist for establishing partnerships with other institutions, industries, and organizations for research, internships, and skill development programs.</p>	<p><b>Funding Constraints:</b> Limited financial resources may hinder research endeavors, infrastructure upgrades, and faculty development initiatives.</p> <p><b>Adaptation to Change:</b> Keeping up with evolving teaching methodologies, technological advancements, and curriculum updates could be challenging.</p>



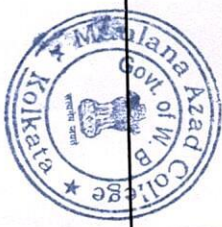
Department	Strengths:	Weaknesses:	Opportunities:	Challenges:
	<p><b>Infrastructure:</b> The department has adequate infrastructure in terms of classrooms, ICT facilities, internet access for both staff and students, book bank facilities, and a well-equipped library.</p>	<p><b>Limited Collaboration:</b> The department has minimal collaborations with institutions and industries, which could restrict opportunities for faculty and student exchanges.</p>	<p><b>Innovation and Entrepreneurship:</b> Developing incubation centers and fostering innovation can lead to entrepreneurial ventures and industry collaborations.</p>	<p><b>Engagement and Participation:</b> Encouraging greater student involvement in extracurricular activities and research initiatives may require overcoming apathy or competing priorities.</p>
	<p><b>Teaching-Learning Process:</b> There is a focus on student-centric teaching methods, extensive use of ICT tools, and a high ratio of mentors to students.</p>	<p><b>Sports and Cultural Engagement:</b> There's a lack of participation and recognition in sports and cultural activities, indicating potential gaps in student engagement beyond academics.</p>	<p><b>Publication and Presentation:</b> Encouraging faculty to publish in reputed journals and present at conferences can enhance the department's academic reputation.</p>	<p><b>Faculty Development:</b> Ensuring continuous professional development for faculty members to stay updated with the latest trends in sociology and pedagogy can be demanding.</p>
	<p><b>Curriculum Delivery:</b> The institution has effective mechanisms in place for curriculum delivery, including teaching plans, departmental meetings, and feedback processes.</p>		<p><b>Skill Development:</b> There's an opportunity to enhance vocational education and training programs to cater to industry demands and enhance student employability.</p>	
	<p><b>Extra-curricular Activities:</b> Facilities for extracurricular and cultural activities are available, indicating a holistic approach to education.</p>			
<p><b>Statistics</b></p>	<p><b>Experienced Faculty:</b> The department boasts a mix of experienced faculty members with qualifications ranging from M.Sc. to Ph.D. Most faculty members have been serving for a considerable period, which ensures stability and expertise in teaching.</p>	<p><b>Infrastructure Deficiency:</b> There's a lack of adequate infrastructure, including classrooms, internet facilities, book bank facilities, which may hinder the learning experience and research capabilities.</p>	<p><b>Infrastructure Enhancement:</b> There's an opportunity to invest in infrastructure development, including classrooms, laboratories, and library automation, to improve the overall learning environment.</p>	<p><b>Limited Resources:</b> The department faces challenges due to limited resources, including infrastructure, budget, and research funding, which may hinder its growth and development.</p>
	<p><b>High Utilization of ICT:</b> The department effectively utilizes Information and Communication Technology (ICT) for teaching purposes, with all faculty members extensively using it for effective teaching, which enhances the learning experience.</p>	<p><b>Limited Research Initiatives:</b> There's a lack of significant research output and initiatives within the department, with no major/minor research projects in progress or completed in recent times.</p>	<p><b>Research Collaboration:</b> Collaboration with other institutions, industries, and research organizations can enhance research opportunities and foster innovation within the department.</p>	<p><b>Competition for Research Funding:</b> Securing research funding and grants amidst competition from other departments/institutions poses a challenge for initiating and sustaining research projects.</p>



Department	Strengths:	Weaknesses:	Opportunities:	Challenges:
Urdu	<p><b>Low Student to Mentor Ratio:</b> The department maintains an excellent student to mentor ratio, ensuring personalized attention to students' academic and stress-related issues.</p> <p><b>Active Learning Programs:</b> The department organizes various programs like advanced and slow learners' programs, experiential learning, and problem-solving methodologies, enhancing the overall learning experience.</p> <p><b>Effective Curriculum Delivery:</b> The department ensures effective curriculum delivery through well-planned teaching plans, departmental meetings, and feedback mechanisms.</p> <p><b>Faculty Qualifications:</b> The department has a significant number of Ph.D. qualified faculty members, indicating a high level of expertise in the field.</p>	<p><b>Lack of Industry Collaboration:</b> The department lacks collaboration with industries, corporate houses, or other institutions, which could provide opportunities for practical exposure and research partnerships.</p> <p><b>Minimal Budget Allocation for Resources:</b> There's a lack of budget allocation for essential resources like books, journals, laboratory equipment, and e-resources, hampering research and learning opportunities.</p>	<p><b>Increased Budget Allocation:</b> Securing additional budget allocation for resources like books, journals, and laboratory equipment can facilitate better research and learning outcomes.</p> <p><b>Industry Partnerships:</b> Establishing partnerships with industries and corporate houses can provide students with practical exposure and research opportunities, bridging the gap between academia and industry.</p> <p><b>Expansion of Extension Activities:</b> Increasing extension activities with government organizations, NGOs, and community engagement programs can enrich students' learning experiences and contribute to societal development.</p> <p><b>Research Projects:</b> There is room for the department to undertake major and minor research projects, which could further enhance its research profile and contribute to</p>	<p><b>Adapting to Technological Changes:</b> Keeping up with rapidly evolving technological advancements and integrating them into teaching methodologies may be challenging for faculty members.</p> <p><b>Faculty Development:</b> Ensuring continuous professional development and training opportunities for faculty members to enhance their teaching and research skills can be challenging due to resource constraints.</p> <p><b>Technological Advancements:</b> Rapid advancements in technology require continuous adaptation and investment in ICT infrastructure and teaching methodologies, posing a challenge if not</p>
	<p><b>Infrastructure:</b> The department has adequate, well-furnished classrooms and utilizes virtual classrooms effectively, enhancing the learning environment.</p>	<p><b>Limited ICT Integration:</b> Despite having ICT facilities in classrooms, the percentage of teachers using ICT for teaching remains low, indicating a potential gap in leveraging technology for effective teaching.</p>	<p><b>Collaborations and MoUs:</b> Establishing partnerships with national and international institutions, industries, and corporate houses could open avenues for faculty and student exchange, research collaboration, and resource sharing.</p>	<p><b>Funding Constraints:</b> Limited funding for research projects, infrastructure upgrades, and other initiatives may hinder the departments' ability to compete and innovate effectively.</p>

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Department	Strengths:	Weaknesses:	Opportunities:	Challenges:
	<p><b>Faculty Appointment:</b> All teaching positions are filled, with 100% appointment, ensuring stability and continuity in academic delivery.</p>	<p><b>Insufficient Innovation Ecosystem:</b> The department lacks initiatives like adding add-on course or other programs fostering innovation and knowledge transfer.</p>	<p><b>Extension Programs:</b> The department can explore opportunities to conduct outreach programs in collaboration with industry, community, and NGOs, enhancing its societal impact and student engagement.</p>	
	<p><b>Mentorship Ratio:</b> The department maintains a commendable mentor to student ratio for academic and stress-related support, promoting a supportive learning environment.</p>		<p><b>Add-on courses:</b> The department should exercise options for introduction of add-on courses for other students.</p>	
	<p><b>Various Capability Enhancement Programs:</b> The department offers guidance for competitive examinations, career counselling, personal counselling, enhancing students' overall development.</p>			
	<p><b>Effective Curriculum Delivery:</b> The department follows a well-documented process for curriculum delivery, including teaching plans, departmental meetings, and feedback mechanisms.</p>			
<p><b>Zoology</b></p>	<p><b>Experienced Faculty:</b> The department boasts a team of highly qualified and experienced faculty members, with the majority holding Ph.D. degrees. This ensures a high level of expertise in the subject matter.</p>	<p><b>Research Output:</b> There is a lack of information regarding research papers presented or published at various levels, indicating potential gaps in research productivity and dissemination.</p>	<p><b>Research Collaboration:</b> The department can explore opportunities for collaboration with other institutions or organizations to enhance research output and project completion.</p>	<p><b>Research Productivity:</b> Ensuring consistent and high-quality research output may be challenging, considering the lack of completed research projects and inadequate information on publications.</p>
	<p><b>Permanent Faculty Base:</b> All faculty members are permanent, providing stability and continuity in academic leadership and research pursuits.</p>	<p><b>Incomplete Research Projects:</b> Although there are ongoing research projects, there are no completed projects, which may indicate challenges in project management or resource allocation.</p>	<p><b>Digital Enhancement:</b> Investing in digital resources and complementing the existing library facilities could improve access to information and support research endeavours.</p>	<p><b>Resource Constraints:</b> Limited budget allocation for books and journals and insufficient digital resources may hinder the department's ability to stay updated with the latest advancements in the field.</p>

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Department	Strengths:	Weaknesses:	Opportunities:	Challenges:
	<p><b>Research Focus:</b> The department has a considerable number of Ph.D. faculty members, but a strong emphasis on research activities is missing.</p>	<p><b>Limited Digital Resources:</b> The digital library facilities are insufficient, with a lack of e-journals and partial automation. This could hinder access to up-to-date information and academic resources.</p>	<p><b>Faculty Development:</b> Continued faculty development initiatives can further enhance the academic qualifications and capabilities of the teaching staff, contributing to overall departmental growth.</p>	<p><b>Technology Integration:</b> Integrating technology into teaching and research practices, including virtual classrooms and ICT facilities, may require additional investment and training.</p>
	<p><b>Infrastructure:</b> The department has adequate infrastructure, including well-furnished classrooms, laboratories equipped with necessary instruments, and a library with a substantial collection of books and journals.</p>	<p><b>Budget Allocation for Books and Journals:</b> The absence of budget allocation for the purchase of books and journals suggests a potential constraint in enhancing the library's resources.</p>	<p><b>Grant Acquisition:</b> Pursuing additional research grants could provide funding for research projects and facilitate the completion of ongoing endeavours.</p>	

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GOVERNMENT OF WEST BENGAL  
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*Maulana Azad College*



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Memo No.: \_\_\_\_\_

Dated: \_\_\_\_\_

### Academic Audit

(An overview of findings and recommendations)

Year: 2019-20

**Mission-Driven Impact:** The mission of the College is to empower students with success by cultivation of talent. The recent audit analysis bridges the gap between objective and realization by identifying strengths and potential areas for improvement.

**Affordability- A Strategic Advantage:** The college's affordability, exceptional educational value, competitive tuition rates, and debt-free student outcomes are clear strengths.

**Equipping Students for Success:** A diverse range of certificates, courses, and degree programs, combined with flexible learning modalities equipped students with the skills necessary to navigate and excel in an evolving job market to a significant extent.

**IQAC:** IQAC plays pivotal role in driving academic excellence, governance, equity, and accessibility initiatives in commendable manner.

**Transforming Weaknesses into Opportunities:** The audit likely unearthed areas for improvement, like the lack of a centralized placement cell and limited job prospects for graduates which are to be addressed by the authorities.

#### Actionable Opportunities:

- **Centralized Placement Cell:** Authorities may consider establishing a dedicated placement cell to connect students with potential employers.
- **Data-Driven Program Alignment:** A dedicated cell must analyse job market trends and tailor program offerings to address specific industry/social needs.
- **E-governance for Efficiency:** Implementing comprehensive e-governance across campus operations will enhance efficiency, improve transparency, and streamline processes for students, faculties and staffs.

#### Best Practice (s) / Innovations of the Institute:

- **Personalized Learning:** Implemented mentoring programs to support slow and fast learners.
- **Engaging Instruction:** Enhance teaching and learning activities by incorporating innovative teaching methods that promote active learning and cater to diverse learning styles
- **Multilingual Proficiency:** Provide opportunities to gain knowledge in multiple languages within the campus, expanding career and educational prospects.
- **Advanced Research:** Well-equipped research laboratories of the college support a culture of research, and innovation.
- **Career-Ready Skills:** The college offers practical, job-oriented courses like GST, Tally, and computer skills to prepare students for the workforce.





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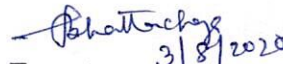
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- **Sustainable Campus:** The college has implemented eco-friendly initiatives like solar panels to reduce environmental impact and operational costs.
- **Tech-Enabled Learning:** Revamped ICT facilities in classrooms and seminar rooms.

  
Expert  
3/8/2020  
(Academic Audit Team)

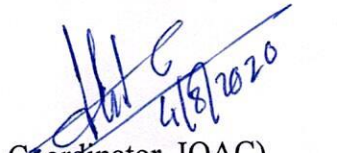
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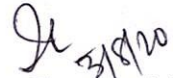
  
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**MAULANA AZAD COLLEGE, KOLKATA**

**ADMINISTRATIVE AUDIT**

**PART-A: Report- 2019-2020**

<b>Sl. No.</b>	<b>Description</b>	<b>Report</b>	
<b>Facility: Quality/Service in the College</b>			
1	Area of the College:- (sq. Meters)	Campus area	5,143.62
		Built up area	2,449
2	Office Space: (sq. Meters)		374
3	Number of Class Rooms	34	
4	Number of Class rooms with ICT facility	24	
5	Laboratories: No. of rooms:-	24	
	Physics: 08                      Zoology:07                      Botany:02		
	Chemistry:05                      Microbiology:01                      Statistics:01		
6	Number of Computer Labs	3	
7	Girl's Hostel facility available with Number of Boarders	NO	
8	Boy's Hostel facility available with Number of Boarders	YES	432
9	Security:		
	Ø How many security guards are there?-	10	
	Ø Whether any separate rooms for security? -	YES	
	Ø Whether CCTV facility available? -	YES	
	How many CCTV installed -	Total: 32 (Campus: 16 Boy's Hostel 16 )	
	Whether AMC done for CCTV -	YES	
	Ø Records of the visitors kept by the gate keepers?-	YES	
10	Drinking Water facility:-		
	Ø Total no. of Water Coolers:	8	
	Ø Whether AMC done for the Water Coolers:	YES	
11	Power backup facility:-	YES	125kVA
12	Solar Power	YES	20 kWp
13	Rain Water Harvesting System	YES	Boy's Hostel
14	Energy Savings Measures taken	YES	
15	Washroom facilities:-		Numbers
	Ø Male faculties -	YES	4
	Ø Female faculties -	YES	3
	Ø Male Office Staffs -	YES	4
	Ø Female Office Staffs -	YES	2
	Ø Students -	YES	3
	Ø For physically challenged students -	NO	0
16	Common Room for Girls (mention the no.):	YES	1
17	Medical care facility available (Sickbed, Wheelchair, Firstaid, Lady attendant):-	YES	
18	a) Canteen Facilities available-	YES	
	b) How many canteens available? -	3	
19	Gardener available-	YES	
	a) Medicinal gardener-	YES	
	b) Kitchen gardener-	YES	
	c) Whether stock register is maintained for flora and fauna present in the college campus-	YES	
20	Stock register is maintained for-	YES	
	a) Laboratory Departments-	YES	
	b) Office-	YES	
21	College Central Library is automated (ILMS-KOHA,OPAC) and are JSTOR, Delnet and Inflibnet supported	YES	
22	College regularly organizes cultural activities and encourages students to participate in national/international events?	YES	
23	NSS/NCC unit of the College is functional?	YES	





**MAULANA AZAD COLLEGE, KOLKATA**

**ADMINISTRATIVE AUDIT**

**PART-A: Report- 2019-2020**

Sl. No.	Description	Report
<b>Facility: Quality/Service in the College</b>		
24	Maintenance of leave records (whether maintained in the college office)	YES
	a) Casual Leave-	YES
	b) Earned leave-	YES
	c) Maternity Leave-	YES
	d) Extra ordinary leave	YES
	e) Medical Leave-	YES
25	Updation and maintenance of Service Book for faculty members and office staffs-	YES
	a) Service Books for Faculty Members-	YES
	b) Service Books for office staffs-	YES
26	Facilities of physically Challenged Students/Staffs-	YES
27	a) Whether seminars on value education are conducted regularly-	YES
	b) No. of seminars conducted in this session-	3
28	a) Whether seminars on women empowerment are held in the college campus-	NO
	b) No. of seminars conducted in this session-	NIL
	c) Any External Resource Person(s) -	NA
29	Whether ICC and Gender Equity Cell exists in the campus:-	YES
30	Do the college maintain AMC for the Computers, Air Conditioners, CCTV, Water Coolers in the Campus:-	YES
<b>Sports, Games (indoor, outdoor)</b>		
31	Whether the college has sports facilities for the students:-	
	a) Whether playground is present: -	YES
	c) Whether Annual Sports is conducted every year?	YES
	d) Types of events conducted for sports: -	ALL
	e) Can all male & female staffs join in the annual sports events?-	YES
<b>Other Important Issues</b>		
32	How many computers do you have in the college?	135
33	Does the college have good internet facilities /Wi-Fi connections?	YES
		2 ISP, BSNL 100 Mbps, & Alliance 150 Mbps
34	Did your college arrange for training of faculty members?-	YES
35	How many faculty members/administrative staffs can operate MS-Word/MS-Power Point/MS-Excel for teaching or administrative purpose?	ALL
<b>Basic Administrative Information</b>		
36	Mission and vision of the college displayed in the premises and college website-Yes /No	YES
37	IQAC meetings regularly held-	YES
38	Purchase committee meetings regularly held-	YES
39	Teacher's Council meetings regularly held-	YES
40	Academic Committee meetings regularly held-	YES
41	a) Maintenance of covid protocols done in the college:-	YES
	b) Policy Document taken in the IQAC to maintain COVID Protocols:-	YES
42	a) MoU with other Institutions?-	No
	b) How many institutions: -	Nil
43	Linkage with other Institutions maintained:-	YES



**MAULANA AZAD COLLEGE, KOLKATA**

**ADMINISTRATIVE AUDIT**

**PART-A: Report- 2019-2020**

<b>Sl. No.</b>	<b>Description</b>	<b>Report</b>
<b>Basic Administrative Information</b>		
44	No of vacant post in the college-	
	a) Teaching staff: -	10
	b) Non-Teaching staff: -	24
45	Doctors-oncall facility available -	YES
46	Are there any awareness seminars/workshops held in the college for cyber-crime security?-	YES
47	a) Is there any alumni cell in the college?-	YES
	b) Is it registered ?-	YES
48	Do the college collect feedbacks regularly froms take holders regarding campus environment,teaching-learning etc?-	
	a) From Students -	YES
	b) From Faculties-	YES
	c) From Non-teaching Staffs-	YES
	d) From Parents-	YES
	e) From Alumni-	YES
	f) Feedback analysis and sharing of the result	YES
49	Function of Students' welfare Sub committee in an Academic Session-	YES
50	Whether audit conducted:-	
	a) Internal audit -	YES
	b) Green audit -	YES
	c) Environment audit	YES
	d) Energy audit -	YES
	e) Gender audit -	YES
	f) Government audit -	YES
51	Whether maintenance of grants are received and utilization certificates submitted?	YES
52	Whether the college has mandatory cell slike-	
	a) Anti Ragging -	YES
	b) Internal Complaints Cell (with gender crime cell)-	YES
	c) General Grievance Redressal Cell -	YES
	d) SC/ST/OBC Cell -	YES
53	Whether scholarship/grant records are maintained by the college office?-	YES
54	How many types of scholarships/freeships are provided to students?-	13



**MAULANA AZAD COLLEGE, KOLKATA**

**ADMINISTRATIVE AUDIT**

**PART-A: Report- 2019-2020**

<b>Sl. No.</b>	<b>Description</b>	<b>Report</b>
<b>Basic Administrative Information</b>		
55	Percentage of students benefitted from scholarships in the current academic sessions?– Number of students benefitted by scholarships and freeships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the year	87%
	a) Kanyashree-	122
	b) SVMCM Minority Scholarship (Aikyashree) -	145
	c) SVMCM General	128
	d) Post matric for Minority (Aikyashree)	709
	e) TSP for Minority (Aikyashree)	113
	f) Oasis -	59
	g) Student Freeship	166
	h) Inspire	39
	i) Nabanna CMRF	22
	j) Scholarship for Boy's Hostel boarders	114
	k) Urdu Academy Stipend -	62
	l) Waqf board Scholarship -	12
	m) Private scholarship	15
56	Other than the Government, is there any other source of funding in the college?– If yes mention in detailed -	YES Alumni fund, College Fund
57	Whether notices are circulated by college authority	
	a) Income tax	YES
	b) HRA declaration	YES
	c) Career Advancement (CAS)	YES
	d) Self Appraisal Declaration (SAR)	YES
	e) WB Health Scheme benefits	YES
	f) College Annual Sports	YES
	g) Various academic activities including exam, seminars, central class routine, library usage	YES
	h) Cultural activities	YES
	i) Students scholarship, free studentship, endowment fund, hostel, add-on courses, value-added courses	YES
58	Teachers' council, Governing Body, Alumni Association, Infrastructure cell, Purchase committee, Green environment and energy monitoring committee, Students support cell, and other academic and administrative committees remained functional?	YES
59	Departments conduct industry visit, education tours, tour to museums etc	YES
60	The institution has effective welfare measures for teaching and non-teaching staff	YES
61	Initiative taken by the College during the year Completed new girls' hostel, will be operational from 2020-21. Installed solar panels for garden and grid power. Computer training for SC/ST/Minority girls with WEBEL. 500 students registered on NDLI. Increased WI-FI speed to 150 MBPS. Upgraded laboratories with new equipment. Upgraded staff rooms with AC and LED lights. Created LMS platform (AIMES Cloud) on the website. Provided GSuite accounts for faculty and departments. Made admission, database, and feedback system fully online.	

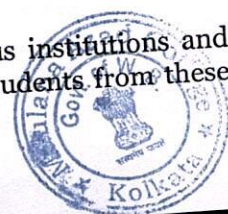


**MAULANA AZAD COLLEGE, KOLKATA**  
**ADMINISTRATIVE AUDIT**

**PART-B: 2019-2020**

**Observations/Recommmendations by the Audit Team**

- 1 **Classrooms and Laboratories:** Laboratory upgrades were implemented, including the installation of a fume cupboard and expansion of the AC laboratory for instruments in Chemistry.
- 2 **Hostel Facilities:** The college has a Boy's Hostel facility, and construction of a Girl's Hostel is completed.
- 3 **Internet, WiFi & LAN Facility:** The internet facility at the college is maintained by two ISPs, BSNL and Alliance Broadband, with the addition of the latter boosting internet speeds to 150 Mbps. WiFi coverage is also available in the campus. Boy's Hostel also has internet connectivity.
- 4 **Computer Infrastructure:** Computers and Wi-Fi internet are installed in the boys' hostel. A new LMS platform, AIMS Cloud, was launched on the college website for online teaching. GSuite accounts were distributed to faculty and departments for online classes and academic management.
- 5 **Security Measures:** New CCTV cameras have been installed in the Boy's Hostel to enhance security. To ensure safety, security personnel also maintain visitor records.
- 6 **Basic Amenities and Power Backup:** The college provides restrooms and drinking water coolers for both male and female employees and students. Additionally, a 125 kVA power backup system is installed.
- 7 **Energy-Saving Measures:** Solar panels were installed on the college rooftop, generating electricity to contribute to the main grid as an additional measure to implement energy-saving measures and reduce electricity consumption.
- 8 **Contracts for annual maintenance:** CCTV systems, LANs, PCs, Xerox machines, printers, air conditioners, and drinking water facilities are all covered under operational annual maintenance contracts, or AMCs.
- 9 **Gym and Common Rooms:** Both male and female students have access to the gym and common rooms.
- 10 **Athletic Events:** The college hosts yearly athletic events in which staff and students actively participate.
- 11 **Services offered by the Canteen:** Staff and students have access to the canteen. It is advised to provide cafeteria services to the Boy's Hostel.
- 12 **Medical Care:** On campus, there are medical amenities such as wheelchairs, sickbeds, first aid kits, lady attendants, and on-call physicians.
- 13 **Char-Bagh Garden and Flora-Fauna Register:** The Char-Bagh Garden, maintained by the college gardener, contains a variety of medicinal plants. Additionally, the biological science division keeps an up-to-date stock registry for plants and animals.
- 14 **Inventory Management:** Carefully preserved and current inventory registers are kept for college Office, departments and laboratories.
- 15 **Service Books and Leave Records:** As per extant rules, service books and leave records are updated and kept on a regular basis.
- 16 **Workshops and Seminars:** The college hosted seminars/workshops on value education and cybersecurity with external experts.
- 17 **Staff Training:** The college has organized staff training sessions focused on computer literacy.
- 18 **Display of the College's Mission and Vision:** The college's mission and vision are prominently showcased both on the college premises and its website.
- 19 **Committee Meetings:** Meetings of the IQAC, Teachers' Council, Purchase Committee, Management Body, Alumni Association, and other academic and administrative committees are properly scheduled.
- 20 **Academic Collaborations:** While the college has existing MOUs with various institutions, and organizations, it is requested that steps be taken to maximize the benefits for students from these partnerships.



**MAULANA AZAD COLLEGE, KOLKATA**

**ADMINISTRATIVE AUDIT**

**PART-B: 2019-2020**

**Observations/Recommendations by the Audit Team**

- 21 **Accessible Environment:** To foster an inclusive environment, the college administration is urged to prioritize installing lifts and building restrooms for Divyangjan individuals.
- 22 **Alumni:** The college's Alumni Association is registered, and its members maintain a distinct webpage dedicated to their objectives.
- 23 **Vacant Posts:** The institution should put pressure on the government for filling up of the vacant positions—especially those of non-teaching immediately.
- 24 **Feedback:** The college's feedback collection and analysis mechanism has been operational, and the analysis of this feedback has been displayed on the college website.
- 25 **Student Welfare:** The college keeps its records up to date and offers support services (student welfare) to its students, including career counselling and a variety of government and private scholarships. It is advised that initiatives be taken to motivate more students to take advantage of these helpful resources.
- 26 **Statutory cells:** The college has established mandatory cells, such as the Anti-Ragging Committee, Grievance Redressal Committee, ST/SC/OBC Cell, and Internal Complaints Committee. All cells are operational. The functionalities of these cells have been reflected on the college website.
- 27 **Audits:** The college has carried out numerous audits, including government, gender, environment, energy, green, and internal audits.
- 28 **Welfare measures for teaching and non-teaching staff:** Staff are encouraged to join career advancement programs (OP.RC, FDP). The college provides paid leave, timely salary disbursement, health bill reimbursement (WBHS), and career advancement (CAS) opportunities.
- 29 **NSS Unit of the college:** To celebrate World Environment Day on June 5th this year, the NSS unit hosted a Tree Plantation and Plant Seed Distribution Program. Additionally, they organize awareness rallies addressing various social issues such as Dengue prevention, No Tobacco, and Save Water Save Life. The unit also contributed to the conducting surveys like the Situation Assessment Survey among students' households during lockdown and the People's Biodiversity survey.
- 30 The college maintains good liaison with the **affiliating university, Directorate of KMC, CESC, PWD, and other local representatives.**
- 31 **Best Practices:** Best Practice I. MAC-Cloud Learning Management System (LMS) for Online Teaching-Learning. Best Practice II. Rainwater Harvesting




**MAULANA AZAD COLLEGE, KOLKATA**  
**ADMINISTRATIVE AUDIT**  
**2019-2020**

**Members of the Audit Team**

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Signature & Seal

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