

FEEDBACK / OBSERVATIONS FROM EXTERNAL EXPERTS

On examination of physical facilities and sample checking of select documents, we are of the opinion that

- ✓ The College has Excellent/Very good/Good/Average facilities for Drinking water
- ✓ Reading room for students and staff
- ✓ Boys' Common Room
- ✓ Gardens
- ✓ Maintenance of leave records
- ✓ Maintenance of Service Book of staff
- ✓ CCTV Surveillance
- ✓ Feedback from teachers, students, employers
- ✓ Online admission, classes and examination which cater to the needs of the stakeholders especially during COVID period
- ✓ The College has been organising Seminars, Webinars, Conferences, Workshops etc. on a regular basis for the benefit of its stakeholders
- ✓ The College has Anti-Ragging Cell, RTI Cell and Internal Complaints Cell.
- ✓ Meeting of Governing Body, IQAC, Finance Committee, Academic Committee, Purchase Committee and Teachers' Council are held regularly.
- ✓ Memorandum of Understanding (MoU) has been signed with many institutions and activities like Faculty-Exchange Programme, Seminars, Talks, Workshops etc. are held as part of MoU.
- ✓ The College has conducted Academic & Administrative Audit, Internal Audit, Gender Audit and P.F Audit.
- ✓ The College has taken steps in encouraging research by allocating funds to teachers in doing projects.
- ✓ Academic Calendar has been prepared in time and displayed on the Website.
- ✓ Institutional data have been submitted to AISHE regularly on time.
- ✓ Career Counselling programmes have been organised for the students.
- ✓ Many teachers are engaged with PG teaching in different Colleges/Universities and have research scholars under them
- ✓ Many teachers have been invited as resource person /key note speakers/ chairperson in different seminars/webinars/OPs/RCs.
- ✓ The College has done very well with respect to
 - ✓ Sports
 - ✓ Internal Management Schemes
 - ✓ Maintenance of Male & Female washrooms
 - ✓ Arrangement of office space
 - ✓ Maintenance of Laboratories
 - ✓ Cultural activities

Observations

DEAN OF STUDENTS' WELFARE
Diamond Harbour Women's University
Diamond Harbour Road, Sarisha,
South 24 Parganas
West Bengal - 743388

Banibrata Jorain
Principal

4. U. G. Women's College,
Purba Bardhaman

Nanti Paul 23.12.2021
Principal & Professor

Women's Christian College
Kolkata-700 026

Principal
Sree Chaitanya Mahavidyalaya
Habra-Prafullanagar, 24 Pgs. (N)

R. Neogy 23.12.21

Principal
Vijaygarh Jyotish Ray College
Kolkata-700 032

Teacher-in-Charge
Charuchandra College

Dr. P. R. Bhattacharya
Director
Calcutta Institute of
Engineering and Management

Principal
New Alipore College
Block-I, New Alipore
Kolkata - 700 050

SUGGESTIONS

- More facilities for persons with disabilities (PWD)
- Conducting Green Audit
- Introducing Post-Graduate Courses
- More Smart Classrooms

NEW ALIPORE COLLEGE
BLOCK L, NEW ALIPORE
KOLKATA:53

SESSION FOR ADMINISTRATIVE AUDIT:
2019-2020 and 2020 -2021

AUDIT TEAM:

1. Dr. Pushpita Ranjan Bhattacharyya
Director, CIEM, Kolkata
2. Dr. Rajyasri Neogy,
Principal, Vijoygarh Jyotish Roy College
3. Dr. Subrata Chatterjee
Principal, Sree Chaitanya Mahavidyalaya
4. Dr. Ajanta Paul
Principal, Women Christian College
C.U. Nominee, Governing Body, New Alipore College
5. Dr. Jaydeep Sarangi
Principal, New Alipore College
6. Dr. Samyabrata Das
IQAC Co-ordinator, New Alipore College

In our professional judgement, sufficient and appropriate audit procedures were completed, and evidence gathered to support the accuracy of the conclusions reached and contained in this report. The conclusions are based on a comparison of the situations as they existed at the time of the audit with the established criteria.

The following criteria were used to review the infrastructural facilities of the college:

Facility		Quality/ Service			
		Excellent	Good	Average	Below Average
	Office Space	✓			
	Area of Library				
	Do you have separate reading area for student & Staff?	✓			
	Laboratories	✓			
	Security		✓		
	Water facility	✓			
	Power Backup facility				
	Washroom facility (for Male)	✓			
	Washroom facility (for Female)	✓			
	Washroom facility (for Staff)	✓			
	Common room (Boys)	✓			
	Common room (Girls)		✓		
	Medical Centre facility		✓		
	CCTV Surveillance	✓			
	Stock register	✓			
	Canteen		✓		
	Gardens	✓			
	Sports Facility	✓			
	AMC report of Computer, AC, etc		✓		
	Air quality friendliness				
	Function of Women's cell				
	Maintenance of leave records	✓			
	Service books for staff	✓			
	Internal management schemes	✓			
	Students' services	✓			
	Facilities for Physically challenged students/staff		✓		
	Seminars on value education	✓			
	Seminar /webinar on empowerment	✓			

(2)

23/12/23
P. R. Bhattacharya
Director
Calcutta Institute of
Engineering and Management

Some Important Areas:

1. How many Faculty members/ Administrative staff can operate MS-Word/ Power point and Teaching? **ALL**
2. Did your College arrange for Training of Faculty? **Yes**
3. How many Computers do you have in the College? **175/178**
4. Does the College have good Internet/wifi facilities? **Yes**
5. Whether your Faculty members undergone training organised by the college? **Yes**

Basic administrative information:

1. Governing Body Meetings : **Regular**
2. IQAC meetings: **Regular**
3. Finance committee Meetings: **Regular**
4. Purchase Committee meetings: **Regular**
5. Teachers' council meetings: **Regular**
6. Meetings of Academic Committee: **Regular**
7. Meetings on covid protocols : **Frequently**
8. Training for teachers and NTS for online teaching / office works: **Frequently**
9. MoU with institutions: **Highly Commendable**
10. Doctor on Call : **Yes**
11. Positive coverage/ linkages: **Yes**
12. No of vacant teaching posts in the college: **NIL**

Feedback system:

1. Students' feedback **YES**
2. Employer's feedback **YES**
3. Feedback from ex students **YES**
4. Feedback on administration **YES**
5. Feedback from the administration on employees **YES**

Special functions:

1. Anti rigging cell **YES**
2. RTI cell **YES**
3. Internal Complaints Cell **YES**
4. Women's Cell **ACTIVE**

Function of students' Council:

Excellent and Constructive

Audit:

1. Annual Audit **UPTO 2019-20**
2. PF audit **UPTO 2020-21**
3. Green Audit **IN PROCESS**
4. Gender Audit **COMPLETED**

Revenue collection:

Well organised

Assets:

Maintained in order

Budget:

Regularly prepared on time

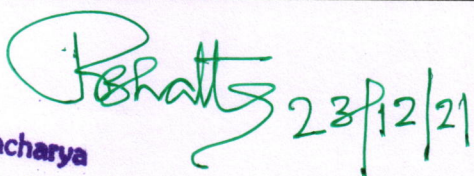
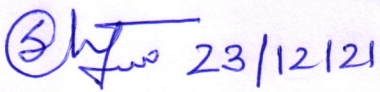
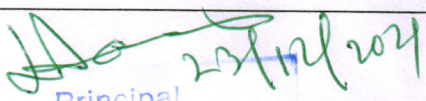
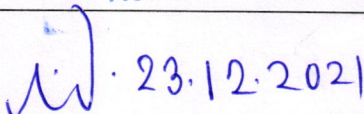
Maintenance of Grants received/utilisation submitted:

In order

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Jr. P. K. Shauacharya
Director
Calcutta Institute of
Engineering and Management

AUDIT TEAM

Name and Designation	Signature
Dr. Pushpita Ranjan Bhattacharyya Director, CIEM, Kolkata	 Dr. P. R. Bhattacharya Director Calcutta Institute of Engineering and Management
Dr. Rajyasri Neogy, Principal, Vijoygarh Jyotish Roy College	R. Neogy 23.12.21 Principal Vijaygarh Jyotish Roy College Kolkata-700 032
Dr. Subrata Chatterjee Principal, Sree Chaitanya Mahavidyalaya	 Principal Sree Chaitanya Mahavidyalaya Habra-Prafullanagar, 24 Pgs. (N)
Dr. Ajanta Paul Principal, Women Christian College C.U. Nominee, Governing Body, New Alipore College	Ajanta Paul 23/12/2021 Principal & Professor Women's Christian College Kolkata-700 026
Dr. Jaydeep Sarangi Principal, New Alipore College	 Principal New Alipore College Block-I, New Alipore Kolkata - 700 053
Dr. Samyabrata Das IQAC Co-ordinator, New Alipore College	 DR. SAMYABRATA DAS Coordinator, IQAC New Alipore College Kolkata