



P. N. DAS COLLEGE

Santinagar, Palta, P.O.: Bengal Enamel, North 24 Parganas, Pin - 743122 (W.B.)
Phone : (033) 2592 1327, Fax : (033) 2592 1327, e-mail : pndc.principal11@gmail.com
Website : www.pndascollege.in

NAAC ACCREDITED - 2016

Ref:

Date

ACADEMIC AND ADMINISTRATIVE AUDIT(2017-18)

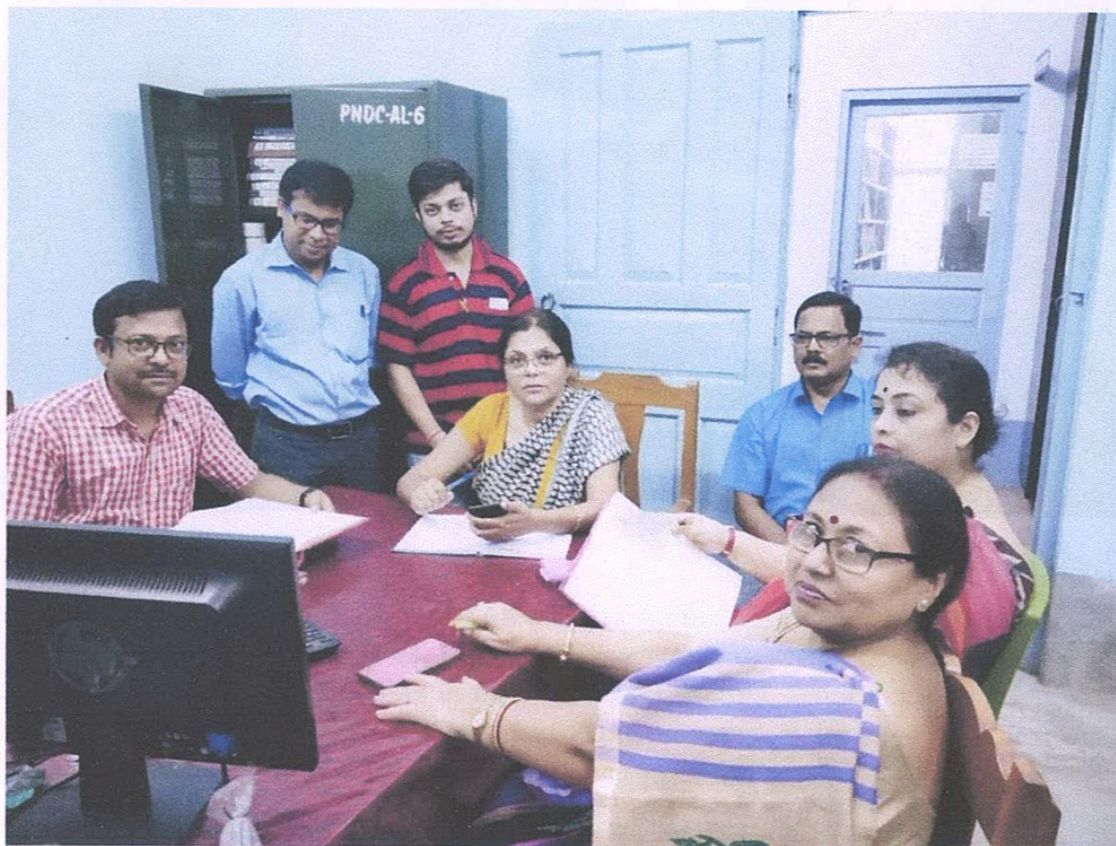
P.N. DAS COLLEGE, SANTINAGAR , PALTA

AFFILIATED TO: WEST BENGAL STATE UNIVERSITY

PRINCIPAL: DR. SHARMILA DE

DATES OF AUDIT: 2nd, 3rd and 5th April 2019

CONDUCTED BY THE PRINCIPAL AND IQAC MEMBERS



Principal

P.N. Das College

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GENERAL INFORMATION: P.N. DAS COLLEGE was established in 1962, affiliated to Calcutta University from the academic session 1962-63. Presently it is affiliated to West Bengal State University. The college offers BA (Honours) courses in Bengali, English, History, Political Science, Geography and Education; a BSc (Honours) course in Geography; BCom (Honours); it also offers BA (General), B. Com (General) and BSc (General) courses.

The college is located on 4.2 acres of land; the campus is clean and green. There are 20 classrooms, out of which 8 are ICT enabled. There are five buildings and a separate Ladies hostel. The college has a well-equipped library, laboratories, playgrounds, a gymnasium, canteen, cheap store and a garden. The college is making considerable effort to use Information and Communication Technology (ICT) through various training programmes for the teachers and office staff. The college library uses the open-source Koha Cloud Platform, and the college website is well-designed and easy to navigate. Teachers have been using ICT from the academic session 2017-18 and the IQAC arranges regular retraining programmes for technical upgradation of teachers. All records of the IQAC, Departments are stored digitally. A video recording facility has been set up to enhance the quality of video lectures.

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Library Audit Report:

Date

Number of books in 2016-17: 13604

Number of books added in 2017-18: 685

Existing number of books: 14289

Seating capacity in the library: 46

Regular Orientation program conducted for students and teachers

Suggestions:

Development of library webpage on the college website

Budget for the library needs to be prepared

Earn While You Learn to be continued

ADMINISTRATIVE AUDIT

Admission process is online.

Student management and Accounts software modified and necessary training provided.

Training on Electronic Data Management for office staff conducted by the institution.

14 computers procured during this session.

Cash Register and stock book checked.

Analysis of the Data provided by Departments:

Teaching methods include chalk and duster as well as use of ICT, participative learning through Projects and assignments.

Regular Departmental meetings held for discussing the academic affairs and departmental activities.

Wall Magazines prepared by the students, students seminar organised by the departments.

Educational Tour taken up by many departments.

Departmental Library records maintained by the teachers.

Slow learners and advance learners identified and necessary action taken

Suggestions/ Feedback provided by the IQAC to the Departments.

Principal

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