

Affiliated to University of Calcutta | ESTD.: 2007

© P.O.- Mallickati, P.S.- Jibantala, Pin- 743502, Dist.- Sourth 24 Parganas

President: Saokat Molla

www.jibantalarokeyamahavidyalaya.in

@ jmrokeya@gmail.com

Principal & Secretary: Dr. Anup Maji

Pel Na JRM/NAAC/DVV/Cer-1123/24

Date: 13/09/2024

### 6.5.2. Quality assurance initiatives of the institution include:

- 1.Regular meeting of Internal Quality Assurance Cell (IQAC); quality improvement initiatives identified and implemented
- 2. Academic and Administrative Audit (AAA) and follow-up action taken
- 3. Collaborative quality initiatives with other organisations
- 4. Participation in NIRF and other recognized rankings
- 5. Any other quality audit/ accreditation recognized by state, national or international agencies such as NAAC, NBA etc.

### **HEI Input before DVV Input**

A. Any 4 or more of the above

### **DVV Suggested Input**

C. Any two of the above

### **Changed HEI Input after DVV**

B. Any 3 of the above

Note:

### **HEI Clarification:**

- 1. As per DVV Requirement, ISO Certificate has been provided.
- 2. HEI has provided Academic and Administrative Audit report and follow up action taken for the assessment period duly certified and stamped by the Head of HEI.

Dr. Anup Maji
Dr. Principal
Principal
Jibantala Rokeya Mahavidyalaya
P.O. Mallickali, 24 Pgs (8)



Affiliated to University of Calcutta | ESTD.: 2007

© P.O.- Mallickati, P.S.- Jibantala, Pin- 743502, Dist.- Sourth 24 Parganas www.jibantalarokeyamahavidyalaya.injmrokeya@gmail.com

President: Saokat Molla

Principal & Secretary: Dr. Anup Maji

11 172	¥ 100	
Ref	f. No	Date:

1. ISO Certificate (Any other quality audit/ accreditation recognized by state, national or international agencies such as NAAC, NBA etc.)

Dr. Anup Maji
Principal
Jibantala Rokeya Mahavidyalaya



Affiliated to University of Calcutta | ESTD.: 2007

© P.O.- Mallickati, P.S.- Jibantala, Pin- 743502, Dist.- Sourth 24 Parganas www.jibantalarokeyamahavidyalaya.inimrokeya@gmail.com

President: Saokat Molla

Principal & Secretary: Dr. Anup Maji

Ref. No.



### CERTIFICATE

LL-C Certification

No. 911257

This is to certify that the Environmental Management System of the company



JIBANTALA ROKEYA MAHAVIDYALAYA CANNING -II, SOUTH 24 PGS, WEST BENGAL JIBANTALA , CANNING -II, 743502

has been assessed and found to be in compliance with the Standard

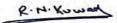
ISO 14001:2015

applicable to

College Education Services leading to B.A.

The certificate has been issued under No. 911257 for the registration period from 09 May 2024 to 08 May 2027.

The first certificate date of issue is 09 May 2024.



Skayal

Printed by

Approved by



validity code: 25F933E3-C88
Check the validity of this certificate using this code at www.ll-c.info

LL-C (Certification) Czech Republic a.s. | Pobřežní 620/3, 186 00 Praha 8

Dr. Anup Maji
Principal
Principal
Jibantala Rokeya Mahavidyalaya
P.O.-Matlickati, 24 Pgs (8)



Affiliated to University of Calcutta | ESTD.: 2007

P.O.- Mallickati, P.S.- Jibantala, Pin- 743502, Dist.- Sourth 24 Parganas www.jibantalarokeyamahavidyalaya.injmrokeya@gmail.com

President: Saokat Molla

Principal & Secretary: Dr. Anup Maji

Ref. No	Date:

2. HEI has provided Academic and Administrative Audit report and follow up action taken for the assessment period duly certified and stamped by the Head of HEI.





Affiliated to University of Calcutta | ESTD.: 2007

 www.jibantalarokeyamahavidyalaya.injmrokeya@gmail.com

President: Saokat Molla

Principal & Secretary: Dr. Anup Maji

R20 172	State	
Rel	No	Date:

This is to certify that the **Academic and Administrative Audit** (2018-2021) was successfully conducted on 07.02. 2022. External auditors after the scheduled visit and due deliberations made certain recommendations. Based on the recommendations by the external audit team the institution took note and initiated follow up actions which is reflected in the action taken report.

Dr. Arup Maji
Principal
Jibantala Rokeya Mahavidyalaya
P.O. Mallickati, 24 Pgs (8)
Principal



Affiliated to University of Calcutta | ESTD.: 2007

© P.O.- Mallickati, P.S.- Jibantala, Pin- 743502, Dist.- Sourth 24 Parganas

President: Saokat Molla

www.jibantalarokeyamahavidyalaya.injmrokeya@gmail.com

2, Dist.- Sourth 24 Parganas @ jmrokeya@gmail.com

Principal & Secretary: Dr. Anup Maji

Ref. No	Date:

**AAA Report 2018-2021** 

Dr. Arup Maji
Principal
Principal
Jibantala Rokeya Mahavidyalaya
Mallickati, 24 Pga (S)



Affiliated to University of Calcutta | ESTD.: 2007

© P.O.- Mallickati, P.S.- Jibantala, Pin- 743502, Dist.- Sourth 24 Parganas www.jibantalarokeyamahavidyalaya.injmrokeya@gmail.com

President: Saokat Molla

Principal & Secretary: Dr. Anup Maji

Ref. No	
3	
-	
-	
Com	
એ	
	2 <b>2 5 6</b>
20	3) /6 3/6
(A)	
3	
3	
3	
<b>*</b>	
9	
<b>3</b>	ACADEMIC AND
3	ADMINISTRATIVE AUDIT
3	
3	SESSION 2018-2021
3	
3	
3	
3	Amai wait
	Dr. Anup Maji Pringipal Jibantala Rokeya Mahavidyalaya PO-Mallickali, 24 Pga (S)
-	Bokeya Mahavidyan



0

## JIBANTALA ROKEYA MAHAVIDYALAYA

Affiliated to University of Calcutta | ESTD.: 2007

© P.O.- Mallickati, P.S.- Jibantala, Pin- 743502, Dist.- Sourth 24 Parganas www.jibantalarokeyamahavidyalaya.injmrokeya@gmail.com

President: Saokat Molla

Principal & Secretary: Dr. Anup Maji

Keg. No	•••••			L	Me:	 •••



### ACADEMIC AND ADMINISTRATIVE AUDIT

JIBANTALA ROKEYA MAHAVIDYALAYA
AISHE CODE: C-11977

ACADEMIC SESSION: 2018-2021

Dr. Anup Maji
Principal
Jibantala Rokeya Mahavidyalaya
P.O. Mallickali, 24 Pgs (8)



Affiliated to University of Calcutta | ESTD.: 2007

© P.O.- Mallickati, P.S.- Jibantala, Pin- 743502, Dist.- Sourth 24 Parganas

President: Saokat Molla

www.jibantalarokeyamahavidyalaya.in

@ jmrokeya@gmail.com

Principal & Secretary: Dr. Anup Maji

Ref. No	Date:

### INTRODUCTION TO THE INSTITUTION

Jibantala Rokeya Mahavidyalaya, situated in Jibantala under Canning Sub-Division of the South 24 Parganas district, is affiliated with the University of Calcutta. Established in June 2007, the college received its affiliation from the University of Calcutta on 28th May 2007 and was recognized by the UGC under Section 2(f) and 12(B) of the UGC Act on 26th September 2018. The college possesses undisputed ownership of its total land area of 5.08 Acre and a constructed area of 9722.58 sq.mt.

Currently, the college hosts 09 departments offering regular Honours courses in 7 subjects and general courses in 12 subjects. Notably, new programmes introduced during recent times include Honours in English and Education, along with three pass subjects: Physics, Computer Science, and Mathematics.

The teaching faculty comprises 19 full-time positions, supplemented by SACT teachers to fill any shortages. Additionally, the college faculty also includes 1 librarian, 1 guest lecturer, and 07 support staff. The NSS Unit is highly active, facilitating student engagement in various community service activities.

Name and Address of the College	Jibantala Rokeya Mahavidyalaya	
Year of Establishment of College	2007	
Name and Address of the Teacher-in-Charg	Dr. Ramkrishna Mandal, Jibantala Rokeya Mahavidyalaya, Jibantala, South 24 Parganas	
AISHE CODE	C-11977	
Website Address	www.jibantalarokeyamahavidyalaya.in	
No. of Faculty and Staff of the College	Faculty:2018-2019—21 2019-2020—23 2020-2021—21 Staff: 2018-20197 2019-2020—8 2020-2021—9	
Enrolment of Students	2018-2019=329 2019-2020=370 2020-2021=373	
Campus Area	9722.58 sq.mt.	
Departments a	and Programmes Offered	
Arabic	B.A General	
Bengali	B.A (Hons & General)	
English	B.A (Hons & General)	
Education	B.A (Hons & General)	





Affiliated to University of Calcutta | ESTD.: 2007

© P.O.- Mallickati, P.S.- Jibantala, Pin- 743502, Dist.- Sourth 24 Parganas

President: Saokat Molla

www.jibantalarokeyamahavidyalaya.in

@ jmrokeya@gmail.com

Principal & Secretary: Dr. Anup Maji

Ref. No	Date:

Geography	B.A General
History	B.A (Hons & General)
Philosophy	B.A (Hons & General)
Political Science	B.A (Hons & General)
Sanskrit	B.A (Hons & General)
Computer Science	B.Sc General
Mathematics	B.Sc General
Physics	B.Sc General
No. of Add-on/ Certificate Course	1(Add-On Course on Spoken English), Yoga for All, Karate for Self Defence
Recognition & Affiliation	Section 2(f) and 12(b) of UGC Act 1956

#### INSTITUTION MISSION

Our mission is dedicated to the holistic development and perfection of human potential. We strive to impart quality education that enables students to excel in their areas of interest, equipping them with the skills to meet contemporary demands through innovative techniques and practices. We firmly believe that education is the key to uplifting economically challenged rural youth.

Jibantala Rokeya Mahavidyalaya is situated in a region with economically and educationally disadvantaged reserved and minority communities, and we are committed to providing meaningful education to them. Our mission includes:

- Ensuring quality education.
- Inculcating self-confidence and morality through value-based education.
- 3. Empowering students to face future challenges energetically and vigorously.
- Instilling social commitment and adaptability to global changes.
- Fostering confidence and self-sufficiency.

The majority of our students are girls, and we are dedicated to their education, empowerment, and emancipation, aiming for not only individual growth but also financial independence.

Our vision and mission align with the objectives of national higher education policies, focusing on moulding human resources to meet contemporary challenges. The institution follows a three-fold system encompassing academic, co-curricular, and extra-curricular programs. The academic design aims to enhance and empower the knowledge base of our students.

Dr. Arup Maji
Principal
Jibantala Rokeya Mahavidyalaya
P.O.-Matlickati, 24 Pgs (S)



Affiliated to University of Calcutta | ESTD.: 2007

© P.O.- Mallickati, P.S.- Jibantala, Pin- 743502, Dist.- Sourth 24 Parganas www.jibantalarokeyamahavidyalaya.in

@ jmrokeya@gmail.com

Principal & Secretary: Dr. Anup Maji

President: Saokat Molla

In brief, our vision and mission encompass:

- a) Pursuit of Excellence
- b) Social Responsibility
- c) Moral Uprightness

#### INSTITUTION VISION

Our vision is to achieve excellence in higher education through patience, perseverance, and a persistent pursuit of knowledge. We aim for inclusive growth that drives socio-economic change and sustainable development. Our institution is committed to not only enlightening our students but also fostering their holistic development into responsible, exemplary, and informed global citizens.

The college aspires to shape minds that are intellectually competent, morally upright, psychologically integrated, physically healthy, and socially accepted. We strive to cultivate individuals who champion the causes of justice, truth, and peace while remaining open to continuous growth and development.

#### ACADEMIC AND ADMINISTRATIVE AUDIT

Academic and Administrative Audit (AAA) is a systematic evaluation aimed at assessing the efficiency and effectiveness of an academic institution. Conducted periodically, this process allows the college to comprehensively review its programs and academic activities across departments. AAA entails a peer review process that includes self-assessment and on-site evaluations by peers from both internal and external contexts. The primary goal of AAA is to scrutinize and appraise the academic and administrative operations of the institution, thereby facilitating overall quality enhancement. It ensures optimal utilization and effectiveness of systems, infrastructure, practices, human resources, and facilities within the institution. AAA provides valuable insights into the institution's strengths, weaknesses, opportunities, and challenges. Based on the findings and recommendations from external peers, corrective and enhancement measures are implemented to address identified shortcomings.

### OBJECTIVE OF ACADEMIC AND ADMINISTRATIVE AUDIT

The main objective of the audit has been to review, assess and evaluate the performance in the domains of teaching-learning process, research, extra-curricular and administrative aspects pertaining to departments of the institution.

Dr. Anup
Principal
Po-Matlickati, 24 Pgs (8)



Affiliated to University of Calcutta | ESTD.: 2007

© P.O.- Mallickati, P.S.- Jibantala, Pin- 743502, Dist.- Sourth 24 Parganas www.jibantalarokeyamahavidyalaya.in

@ jmrokeya@gmail.com

President: Saokat Molla Principal & Secretary: Dr. Anup Maji

The review process is usually carried out by the internal committee members and the external academicians. As a part of the audit process, the IQAC has structured a proforma for the evaluation based on the criteria specified by NAAC. The criteria-wise evaluation of the department includes:

- Course Content
- Teaching -Learning Process
- Examination and Evaluation System
- Results
- Extra-curricular Activities
- Infrastructure
- · Departmental Administration

#### PROCESS INVOLVED

The process involved for the AAA by the external members is as below:

- · Meeting with the HODs to finalize the date
- · Identifying the external academicians on AAA committee
- Taking consent from the external members
- Scheduling the visit date and sending the self-study reports by the departments
- AAA conducted on the scheduled date

As per availability and consent of the experts, Academic and Administrative Committee for the years of 2018-2019 to 2020-2021 consisting of the following members was constituted by the Teacher-in-Charge:

Academic and Administrative Audit Committee:

SI.No	Name of the External Member	Affiliation
1.	Prof. (Dr) Ram Prahlad Choudhury	University of Calcutta
2.	Md. Sharique Imroze, Assistant Professor	University of Calcutta
3.	Dr. Ayantika Ghosh, Principal	Naba Ballyganj Mahavidyalaya

The meeting of AAA Committee was fixed on 07.02.2022. The AAA team was assisted by the IQAC members for conducting the audit. The Committee had a formal meeting with the Teacher-in-Charge, Heads of Department and the IQAC during which the Teacher-in-Charge

Dr. Anup Maji
Principal
Jibantala Rokeya Mahavidyalaya



Affiliated to University of Calcutta | ESTD.: 2007

© P.O.- Mallickati, P.S.- Jibantala, Pin- 743502, Dist.- Sourth 24 Parganas www.jibantalarokeyamahavidyalaya.in

@ jmrokeya@gmail.com

President: Saokat Molla Principal & Secretary: Dr. Anup Maji

presented the overview of the institution, developments and the achievements made. Members of the team were briefed about the objective of the audit and the procedure involved.

The External Members visited the departments, the infrastructural facilities in the institutions such as classrooms, laboratories and interacted with the teaching staff and the non-teaching staff to know the academic and administrative performance.

All the related documents were presented to the members. After completing all stages of inspection and interactions in the departments, the AAA Report covering all the observations was prepared by the members. Also, the members visited the central facilities such as Examination Section, Computer Centre, Library and had discussions with the coordinators. Other general facilities were also verified. The Committee after completing all stages of inspection and interactions prepared the AAA Report for the college covering the summarized observations and recommendations.

### ACADEMIC AND ADMINISTRATIVE AUDIT PROCESS AND SCHEDULE

Date: 07.02.2022

Time		ivities		
11:00 am- 11:30am	Welcome and briefing by the Teacher-in-Charge regarding the objective of the audit.			
11:45am- 1:45pm	Visit to the department by the external members	Meeting with the faculty members     Visiting the facilities of the institution such as classrooms, labs     Verification of the documents.     Interaction with the faculty and the technical staff after verification process.		
2:00pm -2:30pm	Lunch			
3:00pm-4:00pm	Visit to the central facilities- library and administrative office	<ul> <li>Interaction with Librarian</li> <li>Interaction with Office         Head and staffs</li> <li>Interaction with         Convenors/Coordinators of         different sub-committees</li> <li>Verification of necessary         documents.</li> </ul>		
:00pm-5:00pm	Report preparation and Exit Meeting	Report writing & Exit Meeting with Teacher-in-Charge, HoDs and Convenors/Coordinators.		

Dr. Arup Maji Principal Principal Mahavidyalaya PO. Mallickati, 24 Pgs (S)



Affiliated to University of Calcutta | ESTD.: 2007

© P.O.- Mallickati, P.S.- Jibantala, Pin- 743502, Dist.- Sourth 24 Parganas www.jibantalarokeyamahavidyalaya.in

@ jmrokeya@gmail.com

President: Saokat Molla Principal & Secretary: Dr. Anup Maji

### Institution Internal Academic Audit Committee

Teacher-in-Charge: Dr. Ramkrishna Mandal

Preparation of the Academic and Administrative Audit: IQAC Cell

- Members: Dr. Ramkrishna Mandal, Teacher-in-Charge, Chairperson
  - Sukanya Pal, Assistant Professor in English, Member IQAC
  - Tina Basu, Assistant Professor in History, Member IQAC
  - Satap Haldar, Assistant Professor in Philosophy, Member IQAC
  - o Dr. Shamima Sultana, Co-Ordinator, IQAC

### Report of Academic and Administrative Committee

Category	Description	Availability	Remarks
Approvals and	Affiliation of University	Yes	Affiliated to the University of Calcutta from
Accreditation	NAAC Accreditation	No	Initiative Needs to be Taken
Documents	UGC Recognition	Yes	Section 2(f) and 12(b) of UGC Act 1956
	NIRF	No	Should be done
	ISO	No	Should be done
	Governing Body Notification and Proceedings Book	Yes	As per guidelines of the Department of Higher Education, Govt. of West Bengal
	Academic Committee and Proceeding books	Yes	Notifications and updated Resolution books are available
	Infrastructure Committee	Yes	Notifications and updated Resolution books are available
	Purchase Committee	Yes	Notifications and updated Resolution books are available
	Examination	Yes	Internal Examinations and Class Assessments are conducted by the Examination Committee with the help of Departments and through a proper notification in the college website as well as in college notice board and the WhatsApp groups created for the students by the teachers. Notifications and updated Resolution books are available
Governance	IQAC	Yes	There is a IQAC Core Committee responsible for day-to-day activities of the institution. Notifications and updated Resolution books are available
	Mandatory Committees	Yes	Six committees as per directions from appropriate authorities. These are functional in the college viz. Internal Complaints Committee (Anti-Sexual Harassment Cell),

Dr. Anup Maji
Dr. Principal
Jibantala Rokeya Mahavidyalaya
PO-Mallickali, 24 Pgs (8)



22222222222222222

## JIBANTALA ROKEYA MAHAVIDYALAYA

Affiliated to University of Calcutta | ESTD.: 2007

© P.O.- Mallickati, P.S.- Jibantala, Pin- 743502, Dist.- Sourth 24 Parganas www.jibantalarokeyamahavidyalaya.in

@ jmrokeya@gmail.com

President: Saokat Molla Principal & Secretary: Dr. Anup Maji

Other Committees and Cells  Other Committees and Cells  Other Committees and Cells  Other Committees and Cells  To smooth functioning of the college and Cells and for promotion of other activities in the college, the IQAC constituted various committees are cells Library Management and Monitoring Committee. Career Counselling and Placement Cell. NSS and Extension Activity Cell. Sports Committee. Cultural and Literary Activities Committee. Value Education Cell (Yoga Centra and Language Lab Management Committees, for the smooth condu of the general administrative work some committees are also constituted by the Teacher-in-Charge and Governing Body of the cellege. Some of them are Admission committee. Resolution Committee, Prospectus committee Infrastructure and Purchase Committees are available Committees are available and updated Resolution Books of these committees are available and spokes of the committees are available and spokes of the committees are available and spokes of the committees are available and updated. Application data for post-metric scholarship for SC/ST/OBC/Minority are available but the amount disbursed is not available as funds are directly transferred to beneficiaries' account. However, records of free ships offered to beneficiaries is preserved.	Category	Description	Availability	Remarks
Cell, Minority Welfare Cell, Grievance Redressal Cell and Anti Ragging Committee.  Per smooth functioning of the college and Cells and for promotion of other activities in the college, the IQAC constituted various committees are cells Library Management and Monitoring Committee, Career Counselling and Placement Cell. NSS and Extension Activity Cell. Sports Committee, Cultural and Literary Activities Committee. Value Education Cell (Yoga Centru and Language Lab Management Committee, Besides these committees, for the smooth condus of the general administrative work some committees, for the smooth condus of the general administrative work some committees, for the smooth condus of the general administrative work some committees, for the smooth condus of the general administrative work some committees, for the smooth condus of the general administrative work some committee. Besides these committees, for the smooth condus of the general administrative work some committees, for the smooth condus of the general administrative work some committee. Besides these committee work some committee and purchase Committee. Routine Committee, Prospectus committee Infrastructure and Purchase Committee etc. Notifications and updated Resolution Books of these committees are available  Alumni Association Yes Partial  Personal Files and Service Sooks Student Scholarship and Free-ships Details  Yes Available and updated.  Application data for post-metric scholarship for SC/ST/OBC/Minority are available but the amount disbursed is not available as funds are directly transferred to beneficiaries' account. However, records of free ships offered to beneficiaries is preserved.			revaliability	SC/ST Welfare Cell, OBC Welfare
Grievance Redressal Cell and Anti Ragging Committee.  Other Committees and Cells  Other Committees and Cells  And for promotion of other activities in the college, the IQAC constituted various committees and cells Library Management and Monitoring Committee. Career Counselling and Placement Cell. NSS and Extension Activity Cell. Sports Committee, Cultural and Literary Activities Committee. Value Education Cell (Voga Centra and Language Lab Management Committee, Soft the smooth condus of the general administrative work some committees are also constituted by the Teacher-in-Charge and Governing Body of the college. Some of them are Admission committee. Routine Committee, Prospectus committee Committee, Prospectus committee Committee, Prospectus committee and Purchase Committee and Purchase Committee and Purchase Committee and Pourchase				Cell. Minority Welfare Cell.
Other Committees and Cells  Other Committees and Cells  For smooth functioning of the college and Cells and for promotion of other activities in the college, the IQAC constituted various committees and cells Library Management and Monitoring Committee. Career Counselling and Placement Cell. NSS and Extension Activity Cell. Sports Committee. Cultural and Literary Activities Committee. Value Education Cell (Yoga Centra and Language Lab Management Committees. Besides these committees are also constituted by the Teacher-in-Charge and Governing Body of the cellege. Some of them are Admission committee. Routine Committee, Prospectus committee Infrastructure and Purchase Committee and Purchase Committee and Purchase Committee are available  Alumni Association  Yes Partial  Alumni Association  Yes Partial  Personal Files and Service Books  Student Scholarship and Free-ships Details  Yes Available and updated.  Application data for post-metric scholarship for SC/ST/OBC/Minority are available but the amount disbursed is not available as funds are directly transferred to beneficiaries' account. However, records of free ships offered to beneficiaries is preserved.		1		Grievance Redressal Cell and Anti-
Other Committees and Cells  For smooth functioning of the college and Cells and for promotion of other activities in the college, the IQAC constituted various committees are cells Library Management and Monitoring Committee, Career Counselling and Placement Cell. NSS and Extension Activity Cell. Sports Committee, Cultural and Literary Activities Committee. Value Education Cell (Yoga Centra and Language Lab Management Committee, For the smooth condus of the general administrative work some committees are also constituted by the Teacher-in-Charge and Governing Body of the cellege. Some of them are Admission committee. Routine Committee, Prospectus committee and Purchase Committee, Prospectus committee Committee, Prospectus committee and Purchase Comm				
Cells  college and Cells and for promotion of other activities in the college, the IQAC constituted various committees and cells Library Management and Monitoring Committee, Career Counselling and Placement Cell. NSS and Extension Activity Cell. Sports Committee, Cultural and Literary Activities Committee. Value Education Cell (Yoga Centra and Language Lab Management Committee. Besides these committees, for the smooth conduct of the general administrative work some committees are also constituted by the Teacher-in-Charge and Governing Body of the college. Some of them are Admission committee, Routine Committee, Prospectus committee Infrastructure and Purchase Committee Prospectus committee Infrastructure and Purchase Committee etc. Notifications and updated Resolution Books of these committees are available  Alumni Association  Yes  Partial  Personal Files and Service Books  Student Scholarship and Free-ships Details  Yes  Application data for post-metric scholarship for SC/ST/OBC/Minority are available but the amount disbursed is not available as funds are directly transferred to beneficiaries account. However, records of free ships offered to beneficiaries is preserved.		Other Committees and	Voc	
and for promotion of other activities in the college, the IQAC constituted various committees and cells Library Management and Monitoring Committee. Career Counselling and Placement Cell.  NSS and Extension Activity Cell.  Sports Committee. Committee. Cultural and Literary Activities Committee. Value Education Cell (Yoga Centra and Language Lab Management Committees, for the smooth condulated of the general administrative work some committees are also constituted by the Teacher-in-Charge and Governing Body of the college. Some of them are Admission committee. Routine Committee, Prospectus committee Infrastructure and Purchase Committee etc.  Notifications and updated Resolution Books of these committees are available  Alumni Association  Yes Partial  Personal Files and Service Books  Student Scholarship and Free-ships Details  Yes Application data for post-metric scholarship for SC/ST/OBC/Minority are available but the amount disbursed is not available as funds are directly transferred to beneficiaries account. However, records of free ships offered to beneficiaries is preserved.			ies	
activities in the college, the IQAZ constituted various committees and cells Library Management and Monitoring Committee. Career Counselling and Placement Cell. NSS and Extension Activity Cell. Sports Committee. Cultural and Literary Activities Committee. Value Education Cell (Yoga Centra and Language Lab Management Committee. Besides these committees. For the smooth condute of the general administrative work some committees are also constituted by the Teacher-in-Charge and Governing Body of the college. Some of them are Admission committee. Routine Committee, Prospectus committee Infrastructure and Purchase Committee Routine Committee, Prospectus committee and Purchase Committee of these committees are available.  Alumni Association Yes Yet not registered  Office Automation Yes Partial  Personal Files and Service Books  Student Scholarship and Free-ships Details  Yes Available and updated.  Application data for post-metric scholarship for SC/ST/OBC/Minority are available but the amount disbursed is not available as funds are directly transferred to beneficiaries account. However, records of free ships offered to beneficiaries is preserved.		cens		
constituted various committees and cells Library Management and Monitoring Committee, Career Counselling and Placement Cell. NSS and Extension Activity Cell. Sports Committee. Cultural and Literary Activities Committee. Value Education Cell (Yoga Centra and Language Lab Management Committee. Besides these committees, for the smooth condus of the general administrative works some committees are also constituted by the Teacher-in-Charge and Governing Body of the college. Some of them are Admission committee. Routine Committee, Prospectus committee Infrastructure and Purchase Committee etc.' Notifications and updated Resolution Books of these committees are available Yet not registered  Alumni Association Yes Partial  Personal Files and Service Books Student Scholarship and Free-ships Details  Yes Available and updated.  Application data for post-metric scholarship for SC/ST/OBC/Minority are available but the amount disbursed is not available as funds are directly transferred to beneficiaries' account. However, records of free ships offered to beneficiaries is preserved.				and for promotion of care.
cells Library Management and Monitoring Committee, Career Counselling and Placement Cell. NSS and Extension Activity Cell. Sports Committee. Cultural and Literary Activities Committee. Value Education Cell (Yoga Centra and Language Lab Management Committees, for the smooth condus of the general administrative work some committees are also constituted by the Teacher-in-Charge and Governing Body of the college. Some of them are Admission committee. Routine Committee, Prospectus committee Infrastructure and Purchase Committee etc. Notifications and updated Resolution Books of these committees are available  Alumni Association Yes Yet not registered  Office Automation Yes Partial  Personal Files and Service Books  Student Scholarship and Free-ships Details  Yes Available and updated.  Application data for post-metric scholarship for SC/ST/OBC/Minority are available but the amount disbursed is not available as funds are directly transferred to beneficiaries' account. However, records of free ships offered to beneficiaries is preserved.				activities in the conege, the 19.
and Monitoring Committee, Career Counselling and Placement Cell. NSS and Extension Activity Cell. Sports Committee. Cultural and Literary Activities Committee. Value Education Cell (Yoga Centra and Language Lab Management Committee. Besides these committees, for the smooth condu of the general administrative work some committees are also constituted by the Teacher-in- Charge and Governing Body of the college. Some of them are Admission committee. Rospectus committee Infrastructure and Purchase Committee etc.' Notifications and updated Resolution Books of these committees are available Yet not registered  Office Automation Yes Partial  Personal Files and Service Books Student Scholarship and Free-ships Details  Yes Available and updated. Application data for post-metric scholarship for SC/ST/OBC/Minority are available but the amount disbursed is not available as funds are directly transferred to beneficiaries' account. However, records of free ships offered to beneficiaries is preserved.				
Committee, Career Counselling and Placement Cell. NSS and Extension Activity Cell. Sports Committee, Cultural and Literary Activities Committee. Value Education Cell (Yoga Centra and Language Lab Management Committee. Besides these committees, for the smooth condu- of the general administrative work some committees are also constituted by the Teacher-in- Charge and Governing Body of the college. Some of them are Admission committee. Routine Committee, Prospectus committee Infrastructure and Purchase Committee etc. Notifications and updated Resolution Books of these committees are available  Alumni Association Yes Yet not registered  Office Automation Yes Partial  Personal Files and Service Books Student Scholarship and Free-ships Details  Yes Available and updated.  Application data for post-metric scholarship for SC/ST/OBC/Minority are available but the amount disbursed is not available as funds are directly transferred to beneficiaries' account. However, records of free ships offered to beneficiaries is preserved.				
Counselling and Placement Cell. NSS and Extension Activity Cell. Sports Committee. Cultural and Literary Activities Committee. Value Education Cell (Yoga Centra and Language Lab Management Committees. Besides these committees, for the smooth condus of the general administrative work some committees are also constituted by the Teacher-in- Charge and Governing Body of the college. Some of them are Admission committee. Routine Committee, Prospectus committee Infrastructure and Purchase Committee etc. Notifications and updated Resolution Books of these committees are available  Alumni Association Yes Yet not registered  Office Automation Yes Partial  Personal Files and Service Books Student Scholarship and Free-ships Details  Yes Available and updated. Student Scholarship for SC/ST/OBC/Minority are available but the amount disbursed is not available as funds are directly transferred to beneficiaries' account. However, records of free ships offered to beneficiaries is preserved.				
NSS and Extension Activity Cell. Sports Committee. Cultural and Literary Activities Committee. Value Education Cell (Yoga Centra and Language Lab Management Committee. Besides these committees for the smooth condute of the general administrative work some committees are also constituted by the Teacher-in-Charge and Governing Body of the college. Some of them are Admission committee. Routine Committee, Prospectus committee Infrastructure and Purchase Committee etc. Notifications and updated Resolution Books of these committees are available  Alumni Association Yes Yet not registered  Office Automation Yes Partial  Personal Files and Service Books  Student Scholarship and Free-ships Details  Yes Available and updated. Application data for post-metric scholarship for SC/ST/OBC/Minority are available but the amount disbursed is not available as funds are directly transferred to beneficiaries' account. However, records of free ships offered to beneficiaries is preserved.				Committee, Career
Sports Committee, Cultural and Literary Activities Committee. Value Education Cell (Yoga Centra and Language Lab Management Committees, for the smooth condus of the general administrative work some committees, for the smooth condustof the general administrative work some committees are also constituted by the Teacher-in-Charge and Governing Body of the college. Some of them are Admission committee, Routine Committee, Prospectus committee Infrastructure and Purchase Committee etc.  Notifications and updated Resolution Books of these committees are available  Alumni Association  Yes  Personal Files and Service Books  Student Scholarship and Free-ships Details  Yes  Available and updated.  Yes  Application data for post-metric scholarship for SC/ST/OBC/Minority are available but the amount disbursed is not available as funds are directly transferred to beneficiaries account. However, records of free ships offered to beneficiaries is preserved.		N		Counselling and Placement Cell.
Literary Activities Committee.  Value Education Cell (Yoga Centra and Language Lab Management Committees, for the smooth condute of the general administrative work some committees are also constituted by the Teacher-in-Charge and Governing Body of the college. Some of them are Admission committee, Routine Committee, Prospectus committee Infrastructure and Purchase Committee etc.  Notifications and updated Resolution Books of these committees are available  Alumni Association  Yes  Yet not registered  Office Automation  Yes  Partial  Personal Files and Service Books  Student Scholarship and Free-ships Details  Yes  Application data for post-metric scholarship for SC/ST/OBC/Minority are available but the amount disbursed is not available as funds are directly transferred to beneficiaries; account. However, records of free ships offered to beneficiaries is preserved.				NSS and Extension Activity Cell.
Value Education Cell (Yoga Centra and Language Lab Management Committee. Besides these committees, for the smooth condutor of the general administrative work some committees are also constituted by the Teacher-in-Charge and Governing Body of the college. Some of them are Admission committee. Routine Committee, Prospectus committee Infrastructure and Purchase Committee etc."  Notifications and updated Resolution Books of these committees are available  Yet not registered  Office Automation  Yes Partial  Personal Files and Service Books  Student Scholarship and Free-ships Details  Yes Application data for post-metric scholarship for SC/ST/OBC/Minority are available but the amount disbursed is not available as funds are directly transferred to beneficiaries account. However, records of free ships offered to beneficiaries is preserved.		- 3		Sports Committee, Cultural and
and Language Lab Management Committee. Besides these committees. For the smooth condu- of the general administrative work some committees are also constituted by the Teacher-in- Charge and Governing Body of the college. Some of them are Admission committee. Routine Committee, Prospectus committee Infrastructure and Purchase Committee etc. Notifications and updated Resolution Books of these committees are available  Alumni Association Yes Yet not registered  Office Automation Yes Partial  Personal Files and Service Books Student Scholarship and Free-ships Details  Yes Application data for post-metric scholarship for SC/ST/OBC/Minority are available but the amount disbursed is not available as funds are directly transferred to beneficiaries' account. However, records of free ships offered to beneficiaries is preserved.				Literary Activities Committee.
and Language Lab Management Committee. Besides these committees. For the smooth condu- of the general administrative work some committees are also constituted by the Teacher-in- Charge and Governing Body of the college. Some of them are Admission committee. Routine Committee, Prospectus committee Infrastructure and Purchase Committee etc. Notifications and updated Resolution Books of these committees are available  Alumni Association Yes Partial  Personal Files and Service Books Student Scholarship and Free-ships Details  Yes Application data for post-metric scholarship for SC/ST/OBC/Minority are available but the amount disbursed is not available as funds are directly transferred to beneficiaries' account. However, records of free ships offered to beneficiaries is preserved.				Value Education Cell (Yoga Centre
Committee. Besides these committees, for the smooth condust of the general administrative work some committees are also constituted by the Teacher-in-Charge and Governing Body of the college. Some of them are Admission committee. Routine Committee, Prospectus committee Infrastructure and Purchase Committee etc. Notifications and updated Resolution Books of these committees are available  Alumni Association  Yes  Yet not registered  Office Automation  Yes  Partial  Personal Files and Service Books  Student Scholarship and Free-ships Details  Yes  Application data for post-metric scholarship for SC/ST/OBC/Minority are available but the amount disbursed is not available as funds are directly transferred to beneficiaries account. However, records of free ships offered to beneficiaries is preserved.		. 1		and Language Lab Management
of the general administrative work some committees are also constituted by the Teacher-in-Charge and Governing Body of the college. Some of them are Admission committee. Routine Committee, Prospectus committee Infrastructure and Purchase Committee etc.* Notifications and updated Resolution Books of these committees are available  Alumni Association  Yes  Personal Files and Service Books  Student Scholarship and Free-ships Details  Yes  Application data for post-metric scholarship for SC/ST/OBC/Minority are available but the amount disbursed is not available as funds are directly transferred to beneficiaries account. However, records of free ships offered to beneficiaries is preserved.				Committee. Besides these
of the general administrative work some committees are also constituted by the Teacher-in-Charge and Governing Body of the college. Some of them are Admission committee. Routine Committee, Prospectus committee Infrastructure and Purchase Committee etc.* Notifications and updated Resolution Books of these committees are available  Alumni Association  Yes  Personal Files and Service Books  Student Scholarship and Free-ships Details  Yes  Application data for post-metric scholarship for SC/ST/OBC/Minority are available but the amount disbursed is not available as funds are directly transferred to beneficiaries account. However, records of free ships offered to beneficiaries is preserved.				committees, for the smooth conduc
some committees are also constituted by the Teacher-in-Charge and Governing Body of the college. Some of them are Admission committee. Routine Committee, Prospectus committee Infrastructure and Purchase Committee etc.* Notifications and updated Resolution Books of these committees are available  Alumni Association  Yes  Personal Files and Service Books  Student Scholarship and Free-ships Details  Yes  Available and updated.  Yes  Application data for post-metric scholarship for SC/ST/OBC/Minority are available but the amount disbursed is not available as funds are directly transferred to beneficiaries account. However, records of free ships offered to beneficiaries is preserved.				of the general administrative works
constituted by the Teacher-in-Charge and Governing Body of the college. Some of them are Admission committee. Routine Committee, Prospectus committee Infrastructure and Purchase Committee etc. Notifications and updated Resolution Books of these committees are available  Alumni Association  Yes  Yet not registered  Office Automation  Yes  Partial  Personal Files and Service Books  Student Scholarship and Free-ships Details  Yes  Application data for post-metric scholarship for SC/ST/OBC/Minority are available but the amount disbursed is not available as funds are directly transferred to beneficiaries account. However, records of free ships offered to beneficiaries is preserved.				some committees are also
Charge and Governing Body of the college. Some of them are Admission committee. Routine Committee, Prospectus committee Infrastructure and Purchase Committee etc." Notifications and updated Resolution Books of these committees are available  Alumni Association  Yes  Yet not registered  Office Automation  Yes  Partial  Personal Files and Service Books  Student Scholarship and Free-ships Details  Yes  Application data for post-metric scholarship for SC/ST/OBC/Minority are available but the amount disbursed is not available as funds are directly transferred to beneficiaries account. However, records of free ships offered to beneficiaries is preserved.				
college. Some of them are Admission committee. Routine Committee, Prospectus committee Infrastructure and Purchase Committee etc. Notifications and updated Resolution Books of these committees are available  Alumni Association Yes Yet not registered  Office Automation Yes Partial  Personal Files and Service Books  Student Scholarship and Free-ships Details  Yes Application data for post-metric scholarship for SC/ST/OBC/Minority are available but the amount disbursed is not available as funds are directly transferred to beneficiaries account. However, records of free ships offered to beneficiaries is preserved.		1		Charge and Governing Body of the
Admission committee. Routine Committee, Prospectus committee Infrastructure and Purchase Committee etc. Notifications and updated Resolution Books of these committees are available  Alumni Association Yes Yet not registered  Office Automation Yes Partial  Personal Files and Service Books Student Scholarship and Free-ships Details  Yes Application data for post-metric scholarship for SC/ST/OBC/Minority are available but the amount disbursed is not available as funds are directly transferred to beneficiaries' account. However, records of free ships offered to beneficiaries is preserved.				
Committee, Prospectus committee Infrastructure and Purchase Committee etc. Notifications and updated Resolution Books of these committees are available  Alumni Association  Yes  Yet not registered  Office Automation  Yes  Partial  Personal Files and Service Books  Student Scholarship and Free-ships Details  Yes  Application data for post-metric scholarship for SC/ST/OBC/Minority are available but the amount disbursed is not available as funds are directly transferred to beneficiaries account. However, records of free ships offered to beneficiaries is preserved.				
Infrastructure and Purchase Committee etc. Notifications and updated Resolution Books of these committees are available  Alumni Association  Yes  Yet not registered  Office Automation  Yes  Partial  Personal Files and Service Books  Student Scholarship and Free-ships Details  Yes  Application data for post-metric scholarship for SC/ST/OBC/Minority are available but the amount disbursed is not available as funds are directly transferred to beneficiaries account. However, records of free ships offered to beneficiaries is preserved.		12		
Purchase Committee etc." Notifications and updated Resolution Books of these committees are available  Alumni Association  Yes  Per not registered  Office Automation  Yes  Partial  Personal Files and Service Books  Student Scholarship and Free-ships Details  Yes  Application data for post-metric scholarship for SC/ST/OBC/Minority are available but the amount disbursed is not available as funds are directly transferred to beneficiaries' account. However, records of free ships offered to beneficiaries is preserved.				
Notifications and updated Resolution Books of these committees are available  Alumni Association  Yes  Yet not registered  Office Automation  Yes  Partial  Personal Files and Service Books  Student Scholarship and Free-ships Details  Yes  Application data for post-metric scholarship for SC/ST/OBC/Minority are available but the amount disbursed is not available as funds are directly transferred to beneficiaries account. However, records of free ships offered to beneficiaries is preserved.		_		
Resolution Books of these committees are available  Alumni Association  Yes  Yet not registered  Office Automation  Yes  Partial  Personal Files and Service Books  Student Scholarship and Free-ships Details  Yes  Application data for post-metric scholarship for SC/ST/OBC/Minority are available but the amount disbursed is not available as funds are directly transferred to beneficiaries account. However, records of free ships offered to beneficiaries is preserved.				
Alumni Association  Yes  Yet not registered  Office Automation  Yes  Partial  Personal Files and Service Books  Student Scholarship and Free-ships Details  Yes  Application data for post-metric scholarship for SC/ST/OBC/Minority are available but the amount disbursed is not available as funds are directly transferred to beneficiaries account. However, records of free ships offered to beneficiaries is preserved.		1		# 10 전 기계 전 1 시간 기계 전 1 시간 기계 전 1 시간 기계 전 1 시간 기계
Alumni Association  Yes  Yet not registered  Office Automation  Yes  Partial  Personal Files and Service Books  Student Scholarship and Free-ships Details  Yes  Application data for post-metric scholarship for SC/ST/OBC/Minority are available but the amount disbursed is not available as funds are directly transferred to beneficiaries account. However, records of free ships offered to beneficiaries is preserved.		1		
Office Automation  Personal Files and Service Books  Student Scholarship and Free-ships Details  Yes  Application data for post-metric scholarship for SC/ST/OBC/Minority are available but the amount disbursed is not available as funds are directly transferred to beneficiaries account. However, records of free ships offered to beneficiaries is preserved.		1		
Personal Files and Service Books  Student Scholarship and Free-ships Details  Yes Available and updated.  Yes Application data for post-metric scholarship for SC/ST/OBC/Minority are available but the amount disbursed is not available as funds are directly transferred to beneficiaries account. However, records of free ships offered to beneficiaries is preserved.		Alumni Association	Yes	Yet not registered
Books  Student Scholarship and Free-ships Details  Yes Application data for post-metric scholarship for SC/ST/OBC/Minority are available but the amount disbursed is not available as funds are directly transferred to beneficiaries account. However, records of free ships offered to beneficiaries is preserved.		Office Automation	Yes	Partial
Student Scholarship and Free-ships Details  Yes Application data for post-metric scholarship for SC/ST/OBC/Minority are available but the amount disbursed is not available as funds are directly transferred to beneficiaries account. However, records of free ships offered to beneficiaries is preserved.		Personal Files and Service	Yes	Available and updated.
Free-ships Details  scholarship for SC/ST/OBC/Minority are available but the amount disbursed is not available as funds are directly transferred to beneficiaries account. However, records of free ships offered to beneficiaries is preserved.				
SC/ST/OBC/Minority are available but the amount disbursed is not available as funds are directly transferred to beneficiaries account. However, records of free ships offered to beneficiaries is preserved.		Student Scholarship and	Yes	Application data for post-metric
but the amount disbursed is not available as funds are directly transferred to beneficiaries' account. However, records of free ships offered to beneficiaries is preserved.		Free-ships Details -		scholarship for
but the amount disbursed is not available as funds are directly transferred to beneficiaries' account. However, records of free ships offered to beneficiaries is preserved.				SC/ST/OBC/Minority are available
available as funds are directly transferred to beneficiaries' account. However, records of free ships offered to beneficiaries is preserved.		1		
transferred to beneficiaries' account. However, records of free ships offered to beneficiaries is preserved.				
account. However, records of free ships offered to beneficiaries is preserved.		1		
ships offered to beneficiaries is preserved.				
preserved.				
				## # # CONTRACTOR OF THE PROPERTY OF THE PROP
Institutional Website Ves Functional and undated				preserved.
		Institutional Website	Yes	Functional and updated

Dr. Anup Principal Principal Mahavidyalaya Mahavidyalaya Po-Mallickati, 24 Pga (8)



P.O.- Mallickati, P.S.- Jibantala, Pin-743502, Dist.-Sourth 24 Parganas www.jibantalarokeyamahavidyalaya.injmrokeya@gmail.com

President: Saokat Molla

Principal & Secretary: Dr. Anup Maji

Category	Description	Availability	Remarks
	Attendance System	Yes	As per the rules laid down by the Dept of Higher Education and Govt. of West Bengal
Other Facilities	Safety and Security Measures	Yes	Availability of Fire Extinguisher should be increased. First Aid Box available.
	Canteen facilities	Yes	Available but with limited supplies. Needs to be improved
	Hostel	Yes	Not occupied
	Sports Facility	Yes	Needs to be improved
	Parking Facilities	Yes	Needs to be expanded
	Break up Electric Supply	No	Needs to be developed -
	Drinking water Facility	Yes	Supply of drinking is made from the Panchayat and Bore well. Provisions of drinking water supply to be increased.
	Existing Welfare Measures		PF, Gratuity, Medical insurance as per govt rule. Child Care Leave for female faculty and staffs. Collective financial assistance is provided to the needy at the time of distress. Advance payments are made as festival advance which is recovered in installments from the non-teaching staffs.
	Sewage Disposal System	No	Needs to be developed
	Rain water Harvesting	No	Needs to be developed
	Waste Management	Yes	Needs to be improved
	Green Campus Initiatives	Yes	Audit requires to be done
	Language Laboratory	No	Needs to be developed
	Computer Lab	Yes	Needs to be improved

Jibantala Rokeya Mahavidyalaya P.O.-Mallickati, 24 Pgs (8)



LILILLECT CLERTICALANASA

### JIBANTALA ROKEYA MAHAVIDYALAYA

Affiliated to University of Calcutta | ESTD.: 2007

© P.O.- Mallickati, P.S.- Jibantala, Pin- 743502, Dist.- Sourth 24 Parganas www.jibantalarokeyamahavidyalaya.in

@ jmrokeya@gmail.com

Principal & Secretary: Dr. Anup Maji

President: Saokat Molla

#### Criteria Wise Observation and Comment **Observation & Comments** Criteria **Key Indicators** A well-planned and documented Curriculum Planning and mechanism is in place for Implementation curriculum delivery. Based on the Academic Calendar of the University of Calcutta, the college prepares its own Academic Calendar to facilitate smooth academic operations. Effective curriculum delivery is ensured and documented through a meticulously designed timetable, academic calendar, teaching plans, and systematic evaluation. Departmental timetables are prepared based on a master timetable. The progression of courses is recorded and monitored through departmental meetings. Student participation in class discussions is Curricular Aspects encouraged by engaging them in debates, guiding them in project preparation, and assigning relevant tasks. Since the curriculum is prepared Academic Flexibility by the University of Calcutta, the college follows the mandates set by the university without alteration. All courses are offered in semester mode under the Choice Based Credit System (CBCS), allowing students the freedom to choose any subject combination within their stream. To promote learning beyond the Curriculum enrichment curriculum, the college integrates topics related to gender, human values, environment, and sustainability. These initiatives aim to enhance the students' learning experience. Feedback system Feedback from students, teachers, and alumni is collected through a well-structured offline mechanism. After thorough analysis, a

Dr. Anup Maji Principal Jibantata Rokeya Mahavidyalaya PO-Mallickati, 24 Pgs (8)

comprehensive report is prepared



P.O.- Mallickati, P.S.- Jibantala, Pin-743502, Dist.-Sourth 24 Parganas www.jibantalarokeyamahavidyalaya.injmrokeya@gmail.com

President: Saokat Molla

Principal & Secretary: Dr. Anup Maji

Criteria	Key Indicators	Observation & Comments
		and submitted to the appropriate authority. Following careful deliberation, the authority takes initiatives to implement the suggestions provided by the stakeholders.
Teaching, Learning and Evaluation	Student Enrollment & Profile	Online admission process of the college is robust and transparent. Reservation policy is maintained as per Govt rules.
	Catering to student diversity	Enrollment of students is carried out on merit basis and with diverse socio-economic background. A significant percentage of students belonging to economically challenged sections of the society get admission in the college
	Teaching learning process	Faculties practice a variety of teaching methods to make the teaching learning process effective and successful.
58		Student centric methods such as experiential learning, participative learning and problem-solving methodologies are used for enhancing the learning experience. With the increasing demand of ICT in imparting quality education, the college has incorporated traditiona ICT tools for effective learning.
	Teacher Profile & Quality	Teachers attend RCs and OPs as well as short term courses for skill enhancement.
	Evaluation Process & Reforms	University of Calcutta guidelines with regard to the conduct of internal evaluation is strictly followed.
	Student performance and learning outcome	Due to the geographic location of the institution and the socio- economic condition of the people, the college maintains a satisfactory pass percentage.
	Student satisfaction survey	It is conducted through offline mode,

Dr. Anup Maji
Principal
Jibantala Rokeya Mahavidyalaya
P.O. Mallickati, 24 Pgs (8)



## JIBANTALA ROKEYA MAHAVIDYALAYA

Affiliated to University of Calcutta | ESTD.: 2007

© P.O.- Mallickati, P.S.- Jibantala, Pin- 743502, Dist.- Sourth 24 Parganas www.jibantalarokeyamahavidyalaya.in

@ jmrokeya@gmail.com

President: Saokat Molla

Principal & Secretary: Dr. Anup Maji

Criteria	Key Indicators	Observation & Comments
Research, Innovation & Extension	Research Publication and awards	Faculties of the college engage in publishing research articles in journals, book chapters with ISSN/ISBN numbers.
	Extension activities	The college organizes and participates in extension activities not only to sensitize the students but also to contribute to the community and strengthen community participation.
	Collaboration	The college has conducted MoU with a number of institutions for faculty exchange programmes and other collaborative activities.
Infrastructure & Learning Resources	Physical facilities	Adequate infrastructure facilities are available for carrying out daily activities and to meet the needs of the students for their all-round development. The College has Thirteen (13) Classrooms, and majority of the classrooms are furnished with blackboards and few with whiteboards for clear visibility as well as for clean and dust free classrooms. One classroom facilitated with LCD Projectors.
	Library as a Learning Resource	Library is not automated using Integrated Library Management System (ILMS). There are more than 3200 text & reference books.
	IT Infrastructure	One laptop and 25 desktop computers are available and most of them are used for academic purpose. LCD projectors are also available as ICT tool & Wi-Fi facilities are also available in the campus.
	Maintenance of Campus Infrastructure	There are well established procedures & policies for maintain & utilizing physical, academic & support facilities of the college. The college authority has constituted a number of committees to take care of infrastructure and other facilities

Dr. Anup Maji
Principal
Jibantala Rokeya Mahavidyalaya
P.O.-Mallickali, 24 Pgs (8)



Affiliated to University of Calcutta | ESTD.: 2007

© P.O.- Mallickati, P.S.- Jibantala, Pin- 743502, Dist.- Sourth 24 Parganas www.jibantalarokeyamahavidyalaya.in

@ jmrokeya@gmail.com

Principal & Secretary: Dr. Anup Maji

President: Saokat Molla

### Suggestions and Recommendations of Auditors

- 1. Best practices in each department to be highlighted.
- 2. Motivation for students to participate in other co-curricular activities needs to be encouraged.
- Considering the vision and mission of the college, a perspective and strategic plan needs to be evolved on priority basis.
- To focus on strengthening IT infrastructure and online resources in library.
  - To introduce more capability development and skill enhancement courses.
  - To establish linkage with industry so that Industry-Academia Innovative practices may be promoted.
  - c. To promote collaborative activities with institutions, other universities, industries, corporate houses etc. for Faculty exchange, Student exchange/ internship
  - The Career Counselling cell needs to be more active by extending guidance to students for competitive examinations.
- 5. The IQAC should play a dynamic role in initiating quality enhancing measures.

#### Declaration

3)

This Academic and Administrative Audit (AAA) Report of Jibantala Rokeya Mahavidyalaya is prepared after examining all the facts and documents supplied by the college authority. Internal Academic Audit Report of the reporting years were also studied for preparing the report. Norms and guidelines of NAAC with regard to AAA has been rigidly followed in preparing the report. We, the members of the Academic and Administrative Audit team have conducted the Academic and Administrative Audit for the 2018-19 to 2020-21 (Three Academic Years) of Jibantala Rokeya Mahavidyala on 07.02.2022.

### Signature of the Members of External Academic and Administrative Audit Team

Member of the Audit Team	Signature
Prof. (Dr) Ram Prahlad Choudhury, University of Calcutta	Department of Commerce University of Calcula
Md. Sharique Imroze, Assistant Professor, University of Calcutta	Md Shavique In Deft of Line Blants
Dr. Ayantika Ghosh, Principal, Naba Ballyganj Mahavidyalaya	Naba Ballygunge Mahavidyala 27E. Bosepukur Road
Naba Ballyg. Mahavidyalaya  27E, B. sepunur Road  Kelkala 700042  PROFESSO  Department of Com  Department of Com	Rennerce Teacher-In Charge Mahavidyalaya hantala Rukeya hantala kantala k

Dr. Anup Maji
Principal
Jibantala Rokeya Mahavidyalaya

Jibantala Rokeya Mahavidyalaya

Jibantala Rokeya Mahavidyalaya



Affiliated to University of Calcutta | ESTD.: 2007

© P.O.- Mallickati, P.S.- Jibantala, Pin- 743502, Dist.- Sourth 24 Parganas

President: Saokat Molla

www.jibantalarokeyamahavidyalaya.in

@ jmrokeya@gmail.com

Principal & Secretary: Dr. Anup Maji

...

Date: .....

Academic and Administrative Audit (2018-2021)

**Action Taken Report** 



### JIBANTALA ROKEYA MAHAVIDYALAYA

Affiliated to University of Calcutta | ESTD.: 2007

© P.O.- Mallickati, P.S.- Jibantala, Pin- 743502, Dist.- Sourth 24 Parganas @ imr

www.jibantalarokeyamahavidyalaya.in

@ jmrokeya@gmail.com

Na.....

### Academic and Administrative Audit (2018-2021)

Action Taken Report

Name of External Auditors: Prof (Dr). Ram Prahlad Choudhury, University of Calcutta

Md. Sharique Imroze, Assistant Professor, University of Calcutta

Dr. Ayantika Ghosh, Principal, Naba Ballyganj Mahavidyalaya

Criteria	Observations and Suggestions given by Audit Committee	Action Taken
Curricular Aspects Teaching, Learning and Evaluation	Motivating students to participate in co-curricular activities.	All departmental heads are requested to look into the participation of students in co-curricular activities.
Research, Innovation and Extension	Collaborative activities should be promoted with institutions, other institutions and facilitate student exchange.	MoUs signed are to be made functional and efforts should be taken in this connection.
Infrastructure and Learning Resources	IT infrastructure should be strengthened. Library should be automated.	Efforts are to be taken to automate the library.
Student Support and Progression	Career Counselling Cell should take active stance.	Career counselling cell has been reconstituted
Governance, Leadership and Management	Considering the mission and vision of the college, a perspective and strategic plan needs to be evolved on priority basis.  IQAC	Efforts are on for preparing a perspective and strategic plan.
Institutional Values and Best Practices	Best Practices of each department to be highlighted.	All the departments have been notified to study and incorporate best practices.

Shamima Sullana Signature 7.3.22 IQAC Co-ordinator

Jibantala Rokeya Mahavidyalaya IQAC Co-ordinator Jibantala Rokeya Mahavidyalaya Signature
Teacher-in-Charge
Jibantala Rokeya Mahavidyalaya
Feacher-in-Charge
Italia Rokeya Mahavidyalaya
Italia Rokeya Mahavidyalaya
Principal
Pri

R- rae

Inputation 1919



Affiliated to University of Calcutta | ESTD.: 2007

	www.jibantalarokeyamahavidyalaya.ir
0	jmrokeya@gmail.com

President: Saokat Molla

Principal & Secretary: Dr. Anup Maji

Ref. No.	Date:

This is to certify that the **Academic and Administrative Audit** (2021-2023) was successfully conducted on 29.05. 2023. External auditors after the scheduled visit and due deliberations made certain recommendations. Based on the recommendations by the external audit team the institution took note and initiated follow up actions which is reflected in the action taken report.

Dr. Arup Maji
Principal
Jibantala Rokeya Mahavidyalaya
Po. Mallickali, 24 Pgs (8)
Principal



Affiliated to University of Calcutta | ESTD.: 2007

President: Saokat Molla

www.jibantalarokeyamahavidyalaya.in

@ jmrokeya@gmail.com

Principal & Secretary: Dr. Anup Maji

Ref. No	Date:

**AAA Report 2021-2023** 

Dr. Arup Maji
Pringipal
Jibantala Rokeya Mahavidyalaya
P.O. Mallickali, 24 Pgs (8)



Affiliated to University of Calcutta | ESTD.: 2007

© P.O.- Mallickati, P.S.- Jibantala, Pin- 743502, Dist.- Sourth 24 Parganas www.jibantalarokeyamahavidyalaya.injmrokeya@gmail.com

President: Saokat Molla

Principal & Secretary: Dr. Anup Maji

ef. No	
13	
3	
3	
<b>3</b>	
<b>~</b>	THE THE PROPERTY OF THE PARTY O
•	
3	
3	STATE AND
	ACADEMIC AND ADMINISTRATIVE AUDIT
3	
3	JIBANTALA ROREYA MAHAVIDYALAYA
T T	AISHE CODE: C-11977
21	
1	ACADEMIC SESSION: 2021-2023

Dr. Anup Maji
Principal
Jibantala Rokeya Mahavidyalaya
P.O. Mallickati, 24 Pgs (8)



Affiliated to University of Calcutta | ESTD.: 2007

© P.O.- Mallickati, P.S.- Jibantala, Pin-743502, Dist.-Sourth 24 Parganas www.jibantalarokeyamahavidyalaya.in

@ imrokeya@amail.com

Principal & Secretary: Dr. Anup Maji

Ref.	No	Date:

### INTRODUCTION

#### Academic and Administrative Audit (AAA)

President: Saokat Molla

The Academic and Administrative Audit (AAA) is a process designed to evaluate the efficiency and effectiveness of an academic institution. The college conducts AAA at regular intervals to review the programs and academic activities within its departments and the institution as a whole.

#### Process of AAA

AAA involves a comprehensive review process that includes self-evaluation and site visits by peers from both within and outside the institution. The primary goal of AAA is to analyse and evaluate the institution's academic and administrative processes, ensuring the proper use and effectiveness of systems, infrastructure, practices, and facilities. This audit provides insights into the institution's strengths, weaknesses, opportunities, and challenges. Based on AAA reports, the institution adopts corrective and enhancement measures with a forward-looking approach.

### Aim of the Academic and Administrative Audit

The main aim of the AAA is to solicit reviews from peers inside and outside the institution through site visits and self-study of the institution's processes. This helps ensure quality standards are met in comparison with benchmarks set by the NAAC. Additionally, the institution gains valuable insights into its shortcomings and opportunities for improvement. The AAA evaluates all curricular and cocurricular programs and activities, ultimately helping the institution maintain high education standards over the long term.

The process involved for the AAA by the external members is as below:

- Meeting with the HODs to finalize the date
- Identifying the external academicians on AAA committee
- Taking consent from the external members
- Scheduling the visit date and sending the self-study reports by the departments
- AAA conducted on the scheduled date

As per availability and consent of the experts, Academic and Administrative Committee for the years of 2021-2022 to 2022-2023 consisting of the following members was constituted by the Teacher-in-Charge:

SLNo	Name of External Member	Affiliation
1.	Dr. Pema Lama, Associate Professor	Department of Commerce, University of Calcutta
2.	Dr. Manas Naskar, Associate Professor	Department of Commerce, Raiganj University
3.	Dr. Ayantika Ghosh, Principal	Naba Ballyganj Mahavidyalaya

Academic and Administrative Audit Committee

Principal Jibantala Rokeya Mahavidyalaya



Affiliated to University of Calcutta | ESTD.: 2007

© P.O.- Mallickati, P.S.- Jibantala, Pin- 743502, Dist.- Sourth 24 Parganas

President: Saokat Molla

www.jibantalarokeyamahavidyalaya.in

@ jmrokeya@gmail.com

Principal & Secretary: Dr. Anup Maji

Ref.	. No	Date:

The meeting of AAA Committee was fixed on 29.05.2023. The AAA team was assisted by the IQAC members for conducting the audit. The Committee had a formal meeting with the Teacher-in-Charge, Heads of Department and the IQAC during which the Teacher-in-Charge presented the overview of the institution, developments and the achievements made. Members of the team were briefed about the objective of the audit and the procedure involved.

The External Members visited the departments, the infrastructural facilities in the institutions such as classrooms, laboratories and interacted with the teaching staff and the non-teaching staff to know the academic and administrative performance.

### Institution Internal Academic Audit Committee

Teacher-in-Charge: Dr. Ramkrishna Mandal

Preparation of the Academic and Administrative Audit: IQAC

- Members: Dr. Ramkrishna Mandal, Teacher-in-Charge, Chairperson
  - o Sukanya Pal, Assistant Professor in English, Member IQAC
  - o Tina Basu, Assistant Professor in History, Member IQAC
  - o Satap Haldar, Assistant Professor in Philosophy, Member IQAC
  - o Dr. Shamima Sultana, Co-Ordinator, IQAC

Dr. Anup Maji
Principal
Jibantala Rokeya Mahavidyalaya



## JIBANTALA ROKEYA MAHAVIDYALAYA

Affiliated to University of Calcutta | ESTD.: 2007

© P.O.- Mallickati, P.S.- Jibantala, Pin- 743502, Dist.- Sourth 24 Parganas

President: Saokat Molla

www.jibantalarokeyamahavidyalaya.in

@ jmrokeya@gmail.com

Principal & Secretary: Dr. Anup Maji

Ref. No.	Date:

#### ACADEMIC STRENGTH

### a) Number of Full-Time Faculty

SI.No	Name	Gender	Designation	Highest Qualification
1.	Dr. Ramkrishna Mandal	MALE	ASSISTANT PROFESSOR	Ph.D
2.	Hasnara Khatun	FEMALE	ASSISTANT PROFESSOR	M.Phil
3.	Dr. Chiranjib Mukherjee	MALE	ASSISTANT PROFESSOR	Ph.D
3.	Sukanya Pal	FEMALE	ASSISTANT PROFESSOR	M.Phil
4.	Shamima Sultana	FEMALE	ASSISTANT PROFESSOR	P.h.D
5.	Tina Basu	FEMALE	ASSISTANT PROFESSOR	M.Phil ·
6.	Sujan Debnath	MALE	ASSISTANT PROFESSOR	
7.	Subhajit Saha	MALE	ASSISTANT PROFESSOR	M.Phil
8.	Satap Haldar	MALE	ASSISTANT PROFESSOR	
9.	Dr. Sushmita Roy	FEMALE	ASSISTANT PROFESSOR	Ph.D
10.	Narayan Samanta	MALE	ASSISTANT PROFESSOR	M.Phil
11.	Amit Kumar Pandit	MALE	ASSISTANT PROFESSOR	

### b) Number of State -Aided Contractual Teachers

Sl.No	Name	Gender
1.	Sabana Molla	FEMALE
2.	Nazrul Islam Molla	MALE
3.	Somnath Mondal	MALE .
4.	Ananda Naskar	MALE
5.	Mahmadul Hassan Akhand	MALE
6	Anup Sardar	MALE
7.	Debabrata Mondal	MALE
8.	Arup Koley	MALE
9.	Rabin Adhikary	MALE

### c) Library Staff

SI. No	Name	Designation
1.	Baishakhi Das Kayal	Librarian

Dr. Anup Maji
Dr. Anup Maji
Principal
Principal
Jibantala Rokeya Mahavidyalaya
P.O. Mallickati, 24 Pgs (8)



Affiliated to University of Calcutta | ESTD.: 2007

© P.O.- Mallickati, P.S.- Jibantala, Pin- 743502, Dist.- Sourth 24 Parganas www.jibantalarokeyamahavidyalaya.in

@ jmrokeya@gmail.com

President: Saokat Molla

Principal & Secretary: Dr. Anup Maji

Ref. No	Date:
---------	-------

### ADMINISTRATIVE STAFF STRENGTH

Name	Gender	Designation	
Sariful Islam Sardar	MALE	Head Clerk	
Masudur Rahaman Laskar	MALE	Accountant	
Fazlur Rahaman Molla	MALE	Clerk	
Uttam Kumar Mondal	MALE	Peon	
Nur Islam Molla	MALE	Peon	
Ahammad Ali Tarafdar	MALE	Guard	
Rubina Parveen	FEMALE	Data Manager	
Samim Haydar Molla	MALE	Data Entry Operator (Casual)	
Ranjit Das	MALE	Casual Staff	

### COURSES OFFERED

No. of Courses Offered	7 Honours and 12 General Courses	
Total Student Strength	2021-2022: 495 2022-2023: 369	
Teacher Student Ratio	2021-2022 1: 25 2022-2023 1:19	
No. of NSS Units	One (1)	
College Publication	Wisdom	
Laboratory	Geography Lab, Language Lab	
Computer Lab Available with 25 computers		
Certificate Courses/Add-On Courses	<ul> <li>a) Relevance of the Thoughts of Great Educators, Dept of Education</li> <li>b) Electoral system, Election Commission and Electoral Reforms in India, Dept of Political Science</li> <li>c) Know Your Constitutional Rights and Duties, Dept of Political Science</li> </ul>	
	d) Concept of Innate Idea, Dept of Philosophy e) Gandhian Studies, Dept of History	
	f) Information literacy and Digital Literacy, Central Library g) Soft skills and English Communication, Dept of English h) Media, Speaking and Presentation, Dept of English i) Bangla bhasar byakaron chorcha, Dept of Bengali	

Dr. Anup Majt



Affiliated to University of Calcutta | ESTD.: 2007

© P.O.- Mallickati, P.S.- Jibantala, Pin- 743502, Dist.- Sourth 24 Parganas

President: Saokat Molla

www.jibantalarokeyamahavidyalaya.in

@ jmrokeya@gmail.com

Principal & Secretary: Dr. Anup Maji

Ref	f. No	Date:

### AWARDS RECEIVED

### a) College

Sl. No.	Name of the Award	Purpose
1.	Certificate of Appreciation for NSS by Dakshin 24 Parganas Sanskriti Parishad.	Cleanliness Drive
2.	Certificate of Appreciation on Outstanding Initiative in Green Campus	Building a Sustainable Environment on the occasion of World Environment Day.
3.	Certificate of Environmental Excellence	Recognition of the spirit to conserve the environment and maintaining high standards of recycling.

### b) Teachers

Year	Name of the Award	Awarding Authority	Name of the Teacher
NA	NA	NA	NA

### c) Students

Year	Name of the Award	Awarding Authority	Name of the Student Swati Banerjee	
2018-19	Paschim Banga Rajya Jubo Utsab	Block Level Cultural Competition		
2018-19	Kanyashree Day Celebration, Cultural Competition	Govt of West Bengal	Swati Banerjee	
2018-19	Moner monikotha sankalan	Banga Sahitya Kutir	Kishore Saha	
2019-20	Shommanona Potro	Hridoyer Ayna	Kishore Saha	

Dr. Anup Maji
Principal
Jibantala Rokeya Mahavidyalaya
P.O. Mallickali, 24 Pgs (8)



Affiliated to University of Calcutta | ESTD.: 2007

© P.O.- Mallickati, P.S.- Jibantala, Pin- 743502, Dist.- Sourth 24 Parganas

President: Saokat Molla

www.jibantalarokeyamahavidyalaya.in

@ jmrokeya@gmail.com

Principal & Secretary: Dr. Anup Maji

Ref. No	Date:
An Albania control transfer and control and an area and a state of the	

### ACADEMIC AUDIT REPORT (CRITERIA WISE)

Service Service	Curricular Aspects		
Curricular Planning and	The University of Calcutta prepares the syllabus in consultation with subject experts. Once finalized, the syllabus is circulated to the affiliated colleges.		
Implementation	Upon receiving the syllabus, institutions distribute the content as modules among the subject teachers. These educators utilize a variety of teaching methods, including lectures, chalk-and-talk, handouts, and PowerPoint presentations, to effectively deliver the course material.		
	Courses offered:		
	B.A, B.Sc, Add on Courses		
Curricular design and development	<ul> <li>The curriculum provided by the University of Calcutta is strictly followed.</li> <li>Add-on Course on areas that supplement the curriculum.</li> </ul>		
Academic Flexibility	<ul> <li>Departments have the flexibility in designing the course modules of Add-on Course.</li> <li>Departments also have flexibility in organizing extracurricular activities</li> <li>They are also given freedom in organizing and executing departmental outreach programmes.</li> </ul>		
Curriculum Enrichment	Handouts     Online Article Links     Reference books		
Co-Curricular Activities	Annual Social     Teachers' Day Celebration     College Sports		
Feedback System	Feedback from students obtained     Feedback from Alumni obtained     Student weaknesses are screened and intimated through class mentoring		

Dr. Anup Maji
Principal
Jibantala Rokeya Mahavidyalaya
P.O. Mallickati, 24 Pgs (8)



### JIBANTALA ROKEYA MAHAVIDYALAYA

Affiliated to University of Calcutta | ESTD.: 2007

© P.O.- Mallickati, P.S.- Jibantala, Pin- 743502, Dist.- Sourth 24 Parganas

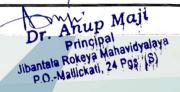
President: Saokat Molla

www.jibantalarokeyamahavidyalaya.in

@ jmrokeya@gmail.com

Principal & Secretary: Dr. Anup Maji

#### Student Enrolment and Profile Teaching -Learning and Evaluation Academic Programme Code Intake Capacity Enrolled Applications Session Received 2018-2019 **BNGA ENGA** HISA PHIA **PLSA EDCA** ---SANA BA(GEN) B Sc (GEN) 2019-2020 **BNGA ENGA** HISA PHIA **PLSA EDCA** SANA BA (GEN) B.Sc (GEN) 2020-2021 **BNGA ENGA** HISA **PHIA** PLSA **EDCA** SANA BA(GEN) B.Sc(GEN) 2021-2022 **BNGA ENGA** HISA PHIA PLSA **EDCA** SANA BA(GEN) B Sc(GEN) 2022-2023 **BNGA ENGA** HISA PHIA PLSA **EDCA** SANA BA(GEN) B Sc(GEN)





Affiliated to University of Calcutta | ESTD.: 2007

© P.O.- Mallickati, P.S.- Jibantala, Pin- 743502, Dist.- Sourth 24 Parganas

President: Saokat Molla

www.jibantalarokeyamahavidyalaya.in

@ jmrokeya@gmail.com

Principal & Secretary: Dr. Anup Maji

Ref. No	Date:
Kq. No.	yav.

Student Profile	Academic No. No. of No. of seats earmarked as reserved No. of s	tudents admitted under reserved		
	Session of students Seats admitted Seats admitted No. of s			
	2018-2019 1693 329 372 102 OBC GEN OTH SC S	T OBC GEN OTH		
	2019-2020 1748 370 384 102 289 930 37 10	0 31 251		
	2020-2021 1748 378 384 106 299 959 59 1	32 283 5 24 280		
	2022-2023 1748 364 384 106 299 959 49 9	25 412		
Teaching-	Processes adopted are lectures, classroom participation in	21 308		
Learning	assignments. Smart classroom with smartboard aids in th	a dissemination of		
Process	lessons.			
	Other practices include self-study course materials, handouts on topics discussed			
	in class. Possible questions are discussed and handouts on them provided.			
Teacher Profile	Sound knowledge of subject.			
and Quality	<ul> <li>Faculty is engaged in research, publication of papers</li> </ul>	and books		
	Faculty feedback taken and duly analysed	and cooks		
	Effective utilization of staff			
	Participation in FDP is encouraged.			
Evaluation	a) Classroom interactions			
Process and	b) Tests and exams			
Reforms	c) Assignments and Project work			
	d) Internal Assessments			
Student	Student oriented Initiatives:			
Performance	a) Students' seminars and workshops			
and Learning	b) Introduced CBCS			
Outcome	c) Celebration of World Environment Day, National Days, International Mother			
	Language Celebration.			
Student	Regular feedback from the students is taken and the problem areas are identified			
Satisfaction	and addressed.			
Survey	Student emigrated initiatives like seminars and works	shops are organized on		
	Student oriented initiatives like seminars and workshops are organized on varied subjects to provide them with the much-needed exposure on thought			
	provoking subjects.	e omposed on the		
	Student-aid Fund caters to the needs of the students	who belong to the		
	economically challenged sections having family inco	me less than 10,000/-per		
	month.  Scholarships like Kanyashree Prakalpa, Swami Vivekananda Merit and			
	Means Scholarship, Post Matric Scholarship schemes, Minorities CS and			
	Central Sector Scheme of scholarships for college, A	ikyashree (WB Govt)		
provide the much-needed financial aid to the students' pursuing s				
Condit Card under the aggis of the Hon'ble Chief		Chief Minister WB		
	Student Credit Card under the aegis of the Flori de Ciner Minister further enables the students to pursue higher education seamlessly			
	financial constraints.  • Canteen facility at the college premises provide cheap healthy and			
food to the students.				
il	Students Feedback mainly focusses on     Whether the institution meets the expectation of the students			
		Hence		
	Garad by the institution in the compl	letion of the courses and		
1	c) Flexibility offered by the institution in the compa			
1	programmes			
1	d) The admission policy is student centric e) Whether the fee structure assists the students and rele	grievances if any		
1	<ul> <li>Whether the fee structure assists the students are</li> <li>Add-on Courses and if they are adequate and rele</li> </ul>	evant enough.		
	f) Add-on Courses and it they are deeq	6		

Dr. Anup Maji
Principal
Jibantala Rokeya Mahavidyalaya
P.O.-Mallickali, 24 Pgs (8)



37777777777777

## JIBANTALA ROKEYA MAHAVIDYALAYA

Affiliated to University of Calcutta | ESTD.: 2007

© P.O.- Mallickati, P.S.- Jibantala, Pin- 743502, Dist.- Sourth 24 Parganas

President: Saokat Molla

www.jibantalarokeyamahavidyalaya.in

@ jmrokeya@gmail.com

Principal & Secretary: Dr. Anup Maji

5.1.11	
Ref. No	Date:

	D
Promotion of	Research Consultancy and Extension
Research	programmes, and seminars are organized on current topics of interest both subjective as well as academic, the institution is yet to develop its areas of research and development.
Academic Publications	Jagriti: Students Magazine Wisdom: Teachers' Publication
Seminars	College Sponsored Seminars, Youth Parliament Session
Research/ Consultancy Facilities	The college has a library with internet browsing facilities so as to cater to the needs of research.  Consultancy is an area that is yet to be explored by the institution.
Library	
Books/ Journals	Total number of books: 3200  Database of the books is maintained subject wise.  Reading room has the capacity to accommodate 20 students.  Lending of books and reference services are available.  Reading room is open during college hours.
TANK BURE	Collaborations
Jibantala Thana	Women and Child Trafficking
Canning BDO	Workshop on Voting Through Ballot
BMOH, Canning II	Awareness Programme on Thalassemia
Canning II Thana	Safe Drive, Safe Life
Training in Value-Added Course  Environmental	a)Relevance of the thoughts of great educators, Dept of Education b) Electoral system, Election Commission and Electoral Reforms in India, Dept of Political Science c)Know Your Constitutional Rights and Duties, Dept of Political Science d)Concept of innate Idea, Dept of Philosophy e) Gandhian Studies, Dept of History f) Information literacy and Digital Literacy, Central Library g) Soft skills and English Communication, Dept of English h) Media, Speaking and Presentation, Dept of English i) Bangla bhasar byakaron chorcha, Dept of Bengali j) Karate for Self Defence k) Yoga for all Plantation drives, use of rain water harvesting in garden, use of solar panel
Environmental Awareness	
	Placement
Career Counselling and Placement Cell	Works towards preparing and providing exposure students for competitive exams and other career opportunities

Dr. Anup Maji
Principal
Jibantala Rokeya Mahavidyalaya
P.O.-Mallickali, 24 Pgs (8)



P.O.- Mallickati, P.S.- Jibantala, Pin-743502, Dist.-Sourth 24 Parganas www.jibantalarokeyamahavidyalaya.injmrokeya@gmail.com

President: Saokat Molla

Principal & Secretary: Dr. Anup Maji

	Infrastructure		
The institution is committed toward	is dedicated towards excelling in academic activities. In this regard the institution is and the development of infrastructure, library facilities and IT facilities.		
Market Market	Student Support and Progression		
Student Mentoring	identification of slow laws		
Student Participation	Cleanliness drives and awareness campaigns undertaken with student participation		
Persons with Disability	Ramp Facility, Hand rails in washroom, wheelchair		
Sports Centre	Indoor Sports- Carrom, Ludo Outdoor Sports- Intra-College Football Match		
	Governance, Leadership and Management		
Vision	<ul> <li>Striving towards achieving academic excellence with social outreach</li> <li>Institute supports students from economically marginalized segments of the society</li> <li>Thrust on encouraging faculties to pursue Ph.D.</li> <li>Encouragement to be provided to faculties for pursuing the Faculty Development Programmes.</li> </ul>		
Strategy Development	<ul> <li>Admission Policy followed by the Admission Committee is strictly in line with the Institution's policy of honoring merit.</li> <li>Decentralization in all levels <ol> <li>The Departmental HODS manage their departments by distributing the syllabus and the workload among the departmental teachers.</li> <li>Several Sub-Committees function and take decisions regarding matters related to the committees.</li> <li>Collective efforts are taken by the Governing Body for the smooth functioning of the Institution.</li> </ol> </li> <li>Grievance Redressal System looks into all types of grievances of the students and accepts suggestions from all stakeholders for better functioning of the institution.</li> <li>Internal Complaints Committee strives to promote awareness among the students about gender issues, rights and responsibilities.</li> <li>Anti-Ragging Cell strictly follows the UGC Guidelines regarding ani-ragging</li> <li>Students' Union is an elected body formed as per the guidelines and notification by the government. It organizes the extra-curricular activities with the help of teachers.</li> </ul>		
Alumni Association	The Alumni Association is formed but not registered and efforts are on to get it registered.		
Internal Quality Assurance System	<ul> <li>Faculty Appraisal System</li> <li>Student Feedback is taken and analyzed for improvement in quality standards</li> </ul>		

Jibantala Rokeya Mahavidyalaya
P.O.-Mallickali, 24 Pgs (S)



Affiliated to University of Calcutta | ESTD.: 2007

© P.O.- Mallickati, P.S.- Jibantala, Pin- 743502, Dist.- Sourth 24 Parganas

President: Saokat Molla

www.jibantalarokeyamahavidyalaya.in

@ jmrokeya@gmail.com

Principal & Secretary: Dr. Anup Maji

	Date:
	SWOCANALYSIS
Institutional Strengths	<ul> <li>Efficient Administration</li> <li>Committed Faculty</li> <li>Sincere and persevering students</li> <li>Healthy Student Teacher Ratio</li> <li>ICT Infrastructure with Wi-Fi access for teachers.</li> <li>Community Outreach and Extension Activities inculcate social accountability in students and equips them with skills and life values to face the challenges thereby contributing towards nation building.</li> <li>The Career Guidance and Placement Cell facilitates counselling and placement opportunities.</li> <li>Forward looking and visionary leadership of the college authority.</li> <li>Willingness of leadership for all round continuous quality improvement</li> <li>Enforcement of discipline in a fair and just manner</li> <li>Committed and supportive non-teaching staff</li> <li>Students are motivated, disciplined and well-mannered.</li> <li>Books and references are relevant</li> <li>Chalk and talk method with combined ICT</li> <li>Appointment of SACT for different subjects</li> </ul>
Institutional Weakness	<ul> <li>Limited space is a major limitation of the college.</li> <li>Lack of funds have hindered the introduction of professional courses which is the need of the hour.</li> <li>Lack of sufficient permanent non-teaching staff to manage the workload and administrative responsibilities.</li> <li>Only one smart classroom at times creates problems in accommodating all classe</li> <li>No full-time faculty in the department of Sanskrit and Arabic.</li> <li>With qualified teachers and varied departments, there is scope and plans for interdisciplinary add on courses.</li> </ul>
Institutional Opportunities	<ul> <li>The NSS unit of the college is very active and has hosted many programmes for the betterment of the students and nation building.</li> <li>The college believes in promoting an inclusive environment and promotes tolerance and social harmony.</li> <li>The college can work towards creating opportunities for career counselling and j prospects.</li> <li>The introduction of CBCS promises to contemporize education with the changin pedagogies but the restricted size of sanctioned teachers hampers the fulfilment of the objectives of CBCS curriculum.</li> <li>Managing funds for academics, co-curricular academics and extension activities</li> </ul>
Institutional Challenges	<ul> <li>Managing funds for academics, co-curricular academics and extension activities a challenge to the institution with requirement to appoint full-time and part-time faculties.</li> <li>With the introduction of NEP Syllabus 2020, active participation of all faculties very much needed.</li> <li>As the students take up part-time jobs to make ends meet, their participation and active involvement in classes is hampered to a great extent.</li> <li>Mushrooming and functioning of several educational/ professional tutorial home during college hours makes students irregular for their classes thereby creating challenges for both the teacher and the student.</li> </ul>

The rising cost of daily commuting leads to the students staying in far-off places to stay away from college. Motivating them to come to college is thus a challenge.

Dr. Anup Maji
Principal
Principal
Jibantala Rokeya Mahavidyalaya
NO Mallickali, 24 Pgs (8)



Affiliated to University of Calcutta | ESTD.: 2007

© P.O.- Mallickati, P.S.- Jibantala, Pin-743502, Dist.-Sourth 24 Parganas www.jibantalarokeyamahavidyalaya.in

@ imrokeya@amail.com

Principal & Secretary: Dr. Anup Maji

President: Saokat Molla

### Recommendations

- Faculty to be encouraged to go for minor and major research projects funded by UGC/ICSSR/TISS
- Infrastructural facilities and laboratories to be upgraded with the latest equipment including ICT.
- More thrust on IT in teaching learning be given.
- Augmentation in ICT, library and sport resources is required.
- Placement Cell of the institution may be strengthened.
- Alumni Association may be formalized with updated records.
- Language Lab may be improved.
- Separate Reading Room in the library may be introduced.
- All classes need to have white boards.
- Best practices of individual departments for various aspects need to be institutionalized.
- More students should be involved in the extension activities.
- The collaborations with institution should include faculty exchange, student exchange and internships.
- Coaching classes for competitive examinations for students should be organized on regular basis.
- Faculty should be encouraged to go for membership in different bodies.
- More faculties should include ICT facilities in the teaching learning process.
- Academic Calendar should be dynamic in nature. More of student centric programmes required.
- Efforts to be made on the part of the departments to include educational tours.
- Research culture needs attention and interdisciplinary research to be initiated.
- Shortage of classrooms should be addressed and the provisions to be made for the simultaneous running of classes of diverse subjects of the CBCS Curriculum.

#### Concluding Remarks:

The Academic Audit Team visited the College and assessed the departments, administrative office and the facility centres. They analyzed the entire academic and administrative arena on the Criteria and offered suggestions and recommendations to be implemented for further improvement.

Member of the Audit Team	Signature	Associate Professor
Dr. Pema Lama, Associate Professor, Dept. of Commerce, University of Calcutta	Pema Sorma	Associate Professor
Dr. Manas Naskar, Associate Professor, Dept. of Commerce, Raiganj University	DR. MAN	Prof Comment W.B.
Dr. Ayantika Ghosh, Principal, Naba Ballyganj Mahavidyalaya	Short Many	Ballygunge Mahavidyalaya 272, Bosepukur Road
	ald*	Kolkata-700042

Gratitude:

The Institution is honoured and indebted to the External Audit Team to have kindly consented to conduct the Academic and Administrative Audit for the session 2021-2022 and 2022-2023. The institution accepts the recommendations of the audit team and would strive towards achieving them in the days to come.

Principal. Naba Ballygunge Mahavidyalaya 27E, Bosepukur Road

Raigani.

Ry ral.

Associate Professor Associ rement of County of the Rokeya Mahavidyalaya

P.O.-Mallickati, 24 Pg



Affiliated to University of Calcutta | ESTD.: 2007

© P.O.- Mallickati, P.S.- Jibantala, Pin- 743502, Dist.- Sourth 24 Parganas

President: Saokat Molla

www.jibantalarokeyamahavidyalaya.in

@ jmrokeya@gmail.com

Principal & Secretary: Dr. Anup Maji

Date:	
-------	--

Academic and Administrative Audit (2021-2023)

**Action Taken Report** 



### JIBANTALA ROKEYA MAHAVIDYALAYA

Affiliated to University of Calcutta | ESTD.: 2007

P.O.- Mallickati, P.S.- Jibantala,Pin- 743502, Dist.- Sourth 24 Parganas

www.jibantalarokeyamahavidyalaya.in

@ jmrokeya@gmail.com

Ref. No.

Date: .....

### Academic and Administrative Audit (2021-2023)

#### **Action Taken Report**

Name of External Auditors: Dr. Pema Lama, Associate Professor, Department of Commerce, University of Calcutta

Dr. Manas Naskar, Associate Professor, Department of Commerce, Raiganj University Dr. Ayantika Ghosh, Principal, Naba Ballyganj Mahavidyalaya

Criteria	Observations and Suggestions given by Audit Committee	Action Taken
Curricular Aspects	Academic Calendar should be dynamic in nature	Efforts are being taken to include activities as part academic calendar.
Teaching, Learning and Evaluation	Thrust to be given on inclusion of IT in teaching and learning. Inclusion of educational tours required.	Departmental allocation funds to be made to facilitate educational tours. Budgetary allocation to be made in this regard.
Research, Innovation and Extension	Faculty to be encouraged to go for Minor and Major Research Projects	IQAC to take the responsibility to create awareness in this regard and do the needful.
Infrastructure and Learning Resources	Infrastructural facilities and laboratories to be upgraded. Separate reading room in the library. Augmentation in ICT, library and sport resources	Funds to be allocated for infrastructural augmentation and upgradation of laboratories.
Student Support and Progression	Placement Cell to be further strengthened. Coaching classes for competitive exams.	Rice, a coaching institution for signing of MoU so that the students can be benefitted.
Governance, Leadership and Management	Faculty should be encouraged to go for membership in different bodies.	Funds to be allocated in budget for teachers willing to gain membership in professional bodies.
Institutional Values and Best Practices	More students should be involved in extension activities.	NSS Unit to take proactive measures in this regard and ensure maximum student participation.

Starrima Sultara Signature 30.5.23 IQAC Co-ordinator

Jibantala Rokeya Mahavidyalaya

1QAC Co-ordinator

Jibantala Rokeya Mahavidyalaya

R. A.L.

Signature
Teacher-in-Charge
Jibantala Rokeya Mahavidyalaya
Teacher-in-Charge
nbantala Rokeya Mahavidyalaya
p O.-Mallickati, 24-Pgs. (S)

Dr. Anup Maji
Principal
Jibantala Rokeya Mahavidyalaya
PO-Mallickali, 24 Pgs (8)