

**Academic and Administrative
Audit Report
For
Academic Year
(2022-2023)**



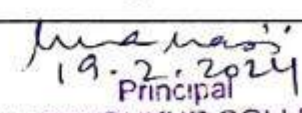
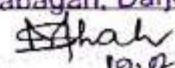
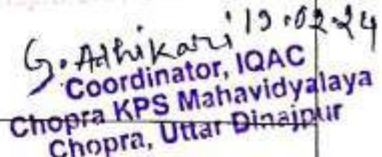
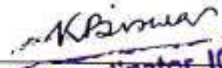
Chopra Kamala Paul Smriti Mahavidyalaya

Chopra, Uttar Dinajpur, Pin code: 733207

Contents

	Page No.
1. Audit Committee Members	3
2. Institutional Data	4
3. Subjects Offered	7
4. Faculty Profile	9
5. Student Profile	11
6. College SWOC Analysis	12
7. Financial Report	15
8. General Conclusion	16

1. Audit committee Members

Sl. No.	Name	Designation	Signature
1	Dr. Uma Maji	Principal, Ghoshpukur College	 19.2.2024 Principal GHOSHPUKUR COLLEGE Kamalabagan, Darjeeling
2	Md. Alimuddin Shah	Teacher-in-Charge, Chopra Kamala Paul Smriti Mahavidyalaya	 19.2.2024 Chopra Kamala Paul Smriti Mahavidyalaya
2	Dr. Gobardhan Adhikari	IQAC Coordinator, Chopra Kamala Paul Smriti Mahavidyalaya	 19.02.24 Coordinator, IQAC Chopra KPS Mahavidyalaya Chopra, Uttar Dinajpur
3	Karabi Biswas	IQAC Joint Coordinator, Chopra Kamala Paul Smriti Mahavidyalaya	 Coordinator, IQAC Chopra KPS Mahavidyalaya Chopra, Uttar Dinajpur

2. Institutional Data

1. Name and address of the college: Chopra Kamala Paul Smriti Mahavidyalaya, Chopra, Uttar Dinajpur, Pin-733207
2. Year of establishment: 2013
3. Contact details: Md. Alimuddin Shah (Teacher-In-Charge)
Mobile no: 7679795797
Email: ckpsm13@rediffmail.com
Gobardhan Adhikari, Karabi Biswas(IQAC Coordinator)
Mobile no: 9051997536 / 9733646305
Email: iqacckpsm@gmail.com
4. Status of the college: Government Aided
5. Type of institution: Co-educational
6. University to which the college is affiliated: University of North Bengal
7. College Hours: 10:00am-4:00pm
8. Total campus area: 5acre
9. College website:www.chopracollege.com
10. Number of working days:247
11. Number of teaching days:222
12. Staff strength:
 - (a) Teaching:
 1. Substantive : 06
 2. SACT : 06
 - (b) Non-Teaching:
 1. Permanent : 04
 2. Casual : 06
13. Number of departments or subjects offered : 07
14. Subjects offered under self-financed scheme: 0
15. Number of students enrolled: 260
16. NCC units with strength: Unit: 1, Strength: 78
17. NSS units with strength: Unit: 1, Strength: 100

18. Extension activities :

- i. Plantation of trees
- ii. Blood donation
- iii. Educational Tour to NBU
- iv. Gender Equity
- v. Observation of International day of Disabled Person
- vi. Workshop on Mechanism of Book Making and Publishing for Students and Teachers
- vii. Cyber Crime Awareness Program
- viii. Workshop on NAAC & NEP for Teaching and Non-Teaching MS Word, MS Excel, MS Power Point for Faculty Members
- ix. ICT training
- x. Contaminated Disease
- xi. Common Plants of Our Surroundings and their importance in Rural Life
- xii. Environmental Awareness Program
- xiii. Elimination of Violence against Women

iii. Extracurricular activities:

- (a) Cultural
- (b) Annual Sports
- (c) NSS Activities-

- Blood Donation- 05-08-2022
- Observation of Independence Day- 15-08-2022
- NSS Foundation Day- 24-09-2022
- Awareness Programme on AIDS- 01-12-2022
- Observation of Republic Day- 26-01-2023
- Special Camp at Dighi Colony- 20-03-2023 to 26-03-2023

iv. NCC Activities-

- International Yoga Day- 21.06.2022
- Organized Volleyball & Athletic competition- 21.07.2022
- NCC evaluation test-30.07.2022
- Cleanliness camp- 10.09.2022
- Save water save life awareness program- 26.11.2022
- Awareness program on Education to all- 09.01.2023
- Tree plantation drive- 10.04.2023
- Cleaning program- 12.06.2023

- Facilities in the campus-

- (a) Seminar hall
- (b) Smart class room
- (c) CCTV surveillance
- (d) Purified Drinking water

- Different cell/committees:

- Cells

1. Grievance Redressal Cell
2. RTI Cell
3. Women Cell
4. Anti Ragging Cell
5. PIO

- Committees:

1. Finance Committee
2. Purchase Committee
3. PF Sub Committee
4. Building and Maintenance Sub-committee
5. Admission sub- committee
6. Examination sub-committee
7. Routine sub-committee
8. Internal Complaints Committee

9. Library sub-committee
10. Sports sub-committee
11. Cultural sub-committee
12. Magazine Sub-committee
13. Combined committee for SC/ST, OBC, Minority
14. Academic Committee
15. IQAC

3. Subjects Offered

Programmes offered:

Sl no	List of Honours subjects for arts streams
01	English
02	Bengali
03	History
04	Political science
05	Urdu
06	Philosophy

Sl no	List of General subjects for Arts streams
01	English
02	Bengali
03	History
04	Philosophy
05	Political science
06	Urdu
07	Education

- **Number of Add-on Course Offered : 10**
- **Number of MoU Signed: 21**

- New course started from the academic year: NIL
- Study centre of other programm: Maulana Azad National Urdu University(MANUU)
- Library facilities: Total number of books: 3141

- Teaching methods used:
 1. White board and marker
 2. Online class using platforms like Google meet, zoom etc.
 3. Text teaching resources
 4. Audio visual aids, ICT
 5. PPT / LCD projector
 6. Educational Tour

- Designing of syllabus and curriculum: One teacher from URDU department is contributing in designing of syllabus and curriculum as the members of UG Board of Studies.

- Learning outcomes:

At the end of the course the learners should be able to:

 1. Build a strong academic groundwork upon the completion of their course.
 2. Demonstrate their ability to enhance their knowledge and intellectual skill for higher learning.
 3. Prepare and show their competence in the field of employment.
 4. Apply their knowledge into solving different problems generated during diverse situations in life.
 5. Prepare students to lead society as responsible citizen.
 6. To become the catalyst for socio-economic change including the alleviation of poverty.

4. Faculty Profile

A. Subject wise number of Teachers

Subject	No. of Teachers	Nature of Teaching Post	
		Substantive	SACT-I/II
Bengali	3	1	2
English	1	1	-
Political Science	2	1	1
History	2	1	1
Philosophy	2	1	1
Urdu	1	1	-
Education	1	-	1
Total	12	6	6

B. Qualification of Teaching Staff

Highest Qualification	
Ph.D.	03
M.Phil.	04

C. Number of publications

Description	2022-2023
ISBN	03
ISSN	01

F. Number of teachers awarded for Ph.D. during 2022 July-2023 June: 01

5. Students' Profile

Students admission(academic year):2022-2023

A.Students admission in Honours/Core Course

Sl. No.	Program/course		Sanctioned Students Intake by University	Students Admitted
01	B.A (Honours)	Bengali	40	05
02		English	30	23
03		Political science	30	07
04		History	30	05
05		Philosophy	15	01
06		Urdu	30	18

B. Students admission in General/Program Course

Sl.No.	Program/course		Sanctioned Students Intake by University	Students Admitted
01	B.A. (General/Program)	Bengali, English, Urdu, History, Pol.Sc., Philosophy, Education	635	201

6. SWOC Analysis

[Strength, Weakness, Opportunity, Challenges]

1. STRENGTH

- i. The college facilitates with spacious classrooms, enough benches and desks, large playground, roomy library hall and reading room and pollution free campus.
- ii. Committed, qualified and devoted faculty and supporting staff
- iii. Efficient and dedicated Governing Body and an alert Internal Quality Assessment Cell
- iv. Safety and security for all along with 32 working CCTV surveillance cameras in and outside the College building.
- v. Favorable environment for adaptation and innovation in teaching-learning process.
- vi. Transparent Government approved admission process solely based on the merit
- vii. Availability of updated prospectus, curriculum and study materials in college website.
- viii. Establishing collaborative partnership with local societies, banks, schools, hospitals, and other government agencies for conducive learning.
- ix. Facility of ICT class rooms, seminar hall with Over Head Projector.
- x. Active NSS and NCC cell
- xi. Plantation all around college premises.
- xii. Dedicated and active RTI Response unit
- xiii. Aware and Active Career Guidance cell
- xiv. Adequate supply of purified drinking water
- xv. Strict and strong Anti-ragging Cell

- xvi. Regular publication of Wall magazine to nurture and enhance the thinking and writing skills
- xvii. Wide array of academic and cultural activities to encourage the students
- xix. Internet access with wi-fi facilities.

2. WEAKNESS

- a. Limited financial resources and struggling to secure adequate funding for infrastructural development.
- b. Limited courses offerings with only seven subjects from humanities.
- c. Lack of adequate number of teaching staff with only six permanent teachers in substantive posts.
- d. Transportation and accessibility issues as the college is located far from the highway which has limited public transportation options. Considerable number of students come from distant places. So they have to pay more than 100 rupees per day to attend their classes only for transport.
- e. Students are from weaker section of the society and belong to different minority and Tribal communities.
- f. Major parts of the students are first-generation learners and academically weaker and backward students are admitted.
- g. No substantive post of librarian and staff to update library as per timely demand.
- h. Absence of Accountant in college for regular updation of college accounts.
- i. Lack of awareness and consciousness of the guardians.

3. OPPORTUNITIES

- a. Enough areas for infrastructural development.
- b. Being the only college in Chopra block, it can avail the opportunity of having a huge composition of female, minority, SC, ST, OBC-A and OBC-B students. The college considers this as a great prospect for fulfilling its proclaimed vision of developing the vibrant and efficient human resource and latent talents among the marginalized groups of the nation.
- c. Post Office, Police Station, Bank and B.D.O office are in the near vicinity of college
- d. Vast stretch of land for plantation and other fund generating outlet
- e. Large open playground for outdoor games
- f. Social Service through N.S.S and N.C.C. by engaging students in community outreach and service learning initiatives in nearby villages to cultivates a sense of social responsibility and civic engagement
- g. Research opportunities in rural issues by encouraging faculty and students in agriculture, rural healthcare, renewable energy and community resilience to open avenues for academic exploration and innovations.
- h. Opportunity to be an agent for socio-economic change and eradicate the long cycle of poverty.

4. CHALLENGES

- a. Infrastructural improvement and expansion of the college like more class rooms mainly more ICT augmented classrooms for better academic and administrative atmosphere [Science, Commerce, Vocational Education]
- b. Improvement of the library by procuring large number of books and journals in the Central Library.
- c. Appointment of qualified faculty members in vacant posts to maintain student-teacher ratio.
- d. Creation of new substantive teaching posts.

- e. Creation of some non-teaching post.
- f. Construction of hostel for providing accommodation at low cost to the poor students coming from far places.
- g. Appointment of a permanent Principal for smooth running of the administrative and academic activities
- h. Introduction of new subjects (Science and Commerce) and job oriented vocational training courses as well as lab-based subjects
- i. Introduction of special and remedial classes due to acute shortage of teaching staff.
- j. In spite having a very committed student community, the pass percentage and quality of result have not raised to the level that was expected due to several constraints including social and economic backwardness of the students.
- k. Building indoor stadium for indoor games and gymnasium.
- l. To prepare underprivileged students for competitive society and the world.

7. FINANCIAL REPORT :

CHOPRA KAMALA PAUL SMRITI MAHAVIDYALAYA			
ANNUAL RECEIPTS AND PAYMENTS			
FOR THE YEAR 2022-23 {CBI GEN.FUND A/C}			
Head of A/C	Total	Head of A/C	Total
Admission Fee	₹ 14,54,138.00	Salary to NT & Guest Teacher	₹ 6,14,200.00
Bank Interest	₹ 1,17,932.00	Bank Charges	₹ 949.26
Urdu Academy Sem	₹ 1,50,000.00	Repair & Maintenance	₹ 54,352.00
M.P. Lad Grant	₹ 15,126.00	Printing & Stationery	₹ 56,196.00
Centre Expenses Univ	₹ 2,92,500.00	Audit and Accounts	₹ 53,500.00
Centre ExpWB JOI	₹ 34,750.00	Contingency	₹ 59,437.00
Adjustment	₹ 45,000.00	Conveyance	₹ 25,038.00
Centre ExpWB JAE	₹ 9,200.00	Computer Accessories	₹ 18,054.00
Advance from Tasbir Alam	₹ 10,000.00	T.A /D.A to Staff	₹ 41,505.00
Advance from Khokon Dey	₹ 20,000.00	Internet and Webside	₹ 17,546.00
TET Exam Grant	₹ 16,050.00	On line admission charge	₹ 81,665.00
Advance from Bhagaban Das	₹ 30,000.00	Electricity Charges	₹ 92,601.00
Advance from Bitan Paul	₹ 42,000.00	College Gardening	₹ 2,750.00
Advance from Abdul Rajjak	₹ 35,000.00	Seminar Urdu Academy	₹ 1,50,000.00
Advance from Rishu Rai	₹ 23,475.00	Telephone Expenses	₹ 4,548.00
Late Fine	₹ 1,650.00	Examination Centre Expen	₹ 1,93,071.00
NSS Grant	₹ 45,000.00		
Excess Salary Abdul Rajjak	₹ 4,200.00	Adjustment	₹ 43,902.00
Musical Instrument	₹ 17,000.00	Furniture & Fixture	₹ 1,77,348.00
		Advance	₹ 2,42,475.00
		Post and Telegraph	₹ 1,140.60
		Fund Transferred to SBI	₹ 5,98,645.00
		Celebration & Ceremoney	₹ 32,090.00
		NSS Grant	₹ 57,000.00
		NCC Expenses	₹ 52,780.00

Academic and Administrative Audit Report, CKPSM, 2022-23

		Library Books	₹ 6,465.00
		Library Expenses	₹ 26,718.00
		Musical Instruments	₹ 39,140.00
		Univ Registration fees	₹ 1,11,845.44
		College Foundation Day	₹ 37,091.00
		N A A C	₹ 3,45,851.00
		sports Board Affiliation	₹ 15,000.00
		College Affiliation	₹ 18,118.00
		Youth Parliament	₹ 6,800.00
		Games & Sports	₹ 44,539.00
		Centre ExpensesTET	₹ 16,300.00
Total	₹ 23,63,021.00	Total	₹ 33,38,660.30
Opening Cash	₹ 18,850.18	Closing Cash	₹ 14,155.58
Bank	₹ 56,76,831.31	Bank	₹ 47,05,886.61
Grand Total	₹ 80,58,702.49	Grand Total	₹ 80,58,702.49

8. General Conclusion

- College should arrange more Computers for students.
- ICT tools should be given more importance for teaching purpose.
- Certificate Course and more Add-On courses should be arranged.
- Job oriented self financial course should be introduced.
- Increase Outreach program by NSS and NCC.
- College authority should encourage teachers for research, paper publication etc and may provide some financial help.

1. Dr. Uma Maji:

Uma Maji
19.2.2024
Principal
GHOSHPUKUR COLLEGE
Kamalabagan, Darjeeling

2. Md. Alimuddin Shah:

Alimuddin Shah
19.2.24
Teacher-in-charge
Chopra Kamala Paul Smriti
Mahavidyalaya
Chopra, U/D, 733207 (WB)

2. Dr. Gobardhan Adhikari:

G. Adhikari
19.02.24
Coordinator, IQAC
Chopra KPS Mahavidyalaya
Chopra, Uttar Dinajpur

3. Smt. Karabi Biswas:

KBiswas
Coordinator, IQAC
Chopra KPS Mahavidyalaya
Chopra, Uttar Dinajpur

National Institutional Ranking Framework

Ministry of Education
Government of India
Welcome to Data Capturing System: COLLEGE

Submitted Institute Data for NIRF-2024
Institute Name: CHOPRA KAMALA PAUL SMRITI MAHAVIDYALAYA [IR-C-55418]

Sanctioned (Approved) Intake		2022-23	2021-22	2020-21	2019-20	2018-19	2017-18
Academic Year		780	780	780			
UG (3 Years Program(s))		780					

Total Actual Student Strength (Program(s) Offered by Your Institution)	Within State (Including male & female)		Outside State (Including male & female)		Economically Backward (Including male & female)		Socially Challenged (SC+ST+OBC Including male & female)		No. of students receiving full tuition fee reimbursement from the State and Central Government		No. of students receiving full tuition fee reimbursement from Institution Funds		No. of students receiving full tuition fee reimbursement from the Private Bodies		No. of students who are not receiving full tuition fee reimbursement	
	No. of Male Students	No. of Female Students	Total Students	Outside State Country (Including male & female)	Outside State (Including male & female)	Backward (Including male & female)	Challenged (Including male & female)	State and Central Government	Institution Funds	Private Bodies	Not Receiving					
UG (3 Years Program(s))	359	550	909	909	0	0	405	0	0	0	0	0	0	405		

Placement & Higher Studies

JG (3 Years Program(s)): Placement & higher studies for previous 3 years						
Academic Year	No. of first year students intake in the year	No. of first year students admitted in the year	Academic Year	No. of students graduating in minimum stipulated time	No. of students placed	No. of students selected for Higher Studies
2018-19	715	305	2020-21	287	0	2
2019-20	765	312	2021-22	132	0	1
2020-21	780	259	2022-23	173	0	5

Financial Resources: Utilised Amount for the Capital expenditure for previous 3 years

Academic Year	Utilised Amount	Academic Year	Utilised Amount	Academic Year	Utilised Amount
Annual Capital Expenditure on Academic Activities and Resources (excluding expenditure on buildings)					
Library	32018 (Thirty two thousands eighteen only)	4200 (Four thousand two hundred only)	50000 (Fifty thousands only)		
New Equipment for Laboratories	157263 (One lakh fifty seven thousand two hundred sixty three only)	33331 (Thirty three thousands three hundred thirty one only)	0 (zero)		
Other expenditure on creation of Capital Assets (excluding expenditure on Land and Building)	237488 (Two lakh thirty seven thousand four hundred eighty eight only)	1039600 (Ten lakh thirty nine thousand eight hundred only)	0 (zero)		

Financial Resources: Utilised Amount for the Operational expenditure for previous 3 years

Academic Year	Utilised Amount	Academic Year	Utilised Amount	Academic Year	Utilised Amount
2022-23		2021-22		2020-21	

Handwritten signature and date: 29.09.2024

	Utilised Amount	Annual Operational Expenditure	Utilised Amount	Utilised Amount
Classes (Teaching and Non Teaching staff)	9426651 (Ninety four lakh twenty six thousand six hundred fifty one only)	8724024 (Eighty seven lakh twenty four thousand twenty four only)	8255537 (Eighty seven lakh forty nine thousand five hundred twenty seven only)	8707228 (Eighty seven lakh two hundred twenty eight only)
Maintenance of Academic Infrastructure or consumables and other running expenditure (excluding maintenance of hostels and allied services rent of the building, depreciation cost, etc)	131681 (One lakh thirty one thousand six hundred eighty one only)	156646 (Eighty lakh fifty six thousand six hundred forty six only)		0 (Zero)
Seminars/Conferences/Workshops	0 (Zero)	0 (Zero)		0 (Zero)

ACS Facilities: Facilities of physically challenged students

1. Do your institution buildings have Lifts/Ramps?	Yes, less than 40% of the buildings
2. Do your institution have provision for walking aids, including wheelchairs and transportation from one building to another for handicapped students?	No
3. Do your institution buildings have specially designed toilets for handicapped students?	Not available

Accreditation

NAAC Accreditation
1. Does your institute have a valid NAAC Accreditation? NO

Faculty Details

Srno	Name	Age	Designation	Gender	Qualification	Experience (in Months)	Currently working with institution?	Joining Date	Leaving Date	Association Type
1	Gurudhan Adhikan	38	Assistant Professor	Male	Ph.D	73	Yes	14-06-2017	-	Regular
2	Zenabur Firdousi	31	Assistant Professor	Female	M.A	57	Yes	08-08-2018	-	Other
3	MD ALI MUJIB SHAIH	44	Assistant Professor	Male	M.A	60	Yes	22-11-2017	-	Regular
4	RISHU PAI	38	Assistant Professor	Male	M.Phil	75	Yes	19-04-2017	-	Regular
5	Karab Biswas	35	Assistant Professor	Female	M.A	100	Yes	02-03-2021	-	Regular
6	BABLA BARIWAN	36	Other	Male	M.A (Political Science)	59	Yes	01-01-2020	-	Other
7	Sera Roy	36	Assistant Professor	Male	Ph.D	79	Yes	08-12-2016	-	Regular
8	BABAI DAS	34	Other	Male	Ph.D	138	Yes	24-10-2017	-	Other
9	Honey Kumar Singh	32	Other	Male	M.A	69	Yes	01-01-2020	-	Other
10	GANGA MAYA SUBBA	30	Assistant Professor	Female	M.A	94	Yes	13-08-2019	-	Regular
11	Jaydeb Ghosh	33	Other	Male	M.T	59	Yes	01-01-2020	-	Other
12	TUNUS MAH	35	Other	Male	M.Phil	59	Yes	01-01-2020	-	Other