



Himatnagar Kelavani Mandal Manages

THE HNSB LTD.

# SCIENCE COLLEGE



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Ref. No.:

Date:

## ACADEMIC AUDIT

### INTERNAL EVALUATION REPORT

*Assesment Period: Academic Year : 2021-2022*

#### INTRODUCTION :

The internal audit of different department have been conducted by the member of IQAC during 10, 12, and 13<sup>th</sup> August 2022.

#### Programmes offered:

Obersevation: Under graduate programs : 03 Chemistry, Botany & Microbiology

Post graduate programs: 02 Organic chemistry and Physical chemistry

Suggestion : More programs should be require at UG and PG levels

#### Staff Profile:

#### Observation:

20 teaching staff. 01 librarian. 11 non teaching staff. 06 non teaching staff (management), 02 visiting staffs are working in the College. 13 teachers with Ph.D. The teachers have an average 15.3 yrs of experience.

#### Student profile :

Total number of student : 942

Admitted students in first year of UG : 321

Admitted students in first year of PG : 75

Total number of outgoing students : 316

Suggestion : With respect to sanctioned seats the admitted students are quite less



  
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## ACADEMIC EVALUTION :

### *Curriculum Designs and Development :*

The College follows the curriculum prescribed by the Hemchndracharya North Gujarat University, Patan.

Department	Observations	Suggestions
<b>Certificate Courses</b>		
Chemistry	Two certificate courses introduced	Required documentations as per NAAC with accuracy
Botany	Two certificate courses introduced	Number of beneficiary were less. Documentation was not found on proper way Syllabus was not designed properly
Microbiology	One certificate course introduced	Required documentation as per NAAC with accuray. more number of students required
Physics	Two certificate courses introduced	Required documentation as per NAAC with accuray and more number of students required
Feedback	The feedback on curriculum is collected regularly analized and action is taken on the same	Need modification in the Currculum on industry base.

### *Teaching - Learning :*

The faculties of the College use intractive learning tolls like power point presentation, quizzes, project works, field proejects, problem solvings, class sminars, Assignments etc. to help students participate and learn the concepts easily.

Department	Observations	Suggestions
Chemistry	<ul style="list-style-type: none"> <li>- Majority of teachers uses PPT</li> <li>- Two field project completed</li> <li>- Project work, Problem solving, Book reviews, Class seminars, were completed in the PG</li> <li>- Assignments, study materials and tutorial videos were provided</li> </ul>	Require updatation of lectures and practicals on youtube chanel Implementation of Project work, Problem solving, Industrial visits are required at UG level  System of assignment should be modify
Botany	<ul style="list-style-type: none"> <li>- Teachers uses less PPT during lectures</li> <li>- No field projects</li> <li>- Project work, problem solving, field trips, quizzes were not introduced</li> <li>- Assignment, study materials and tutorial vedios were provided</li> </ul>	<ul style="list-style-type: none"> <li>- Needed more efforts with PPTs in the lectures</li> <li>- It requires for students benefits</li> <li>- Should be introduced such type pf activites</li> <li>- System of assignment should be modify and departmental youtube chanel are require</li> </ul>
Microbiology	<ul style="list-style-type: none"> <li>- Majority of teachers uses PPTs</li> </ul>	<ul style="list-style-type: none"> <li>- PPTs should be require on</li> </ul>





Physics	<ul style="list-style-type: none"> <li>- One fields projects completed</li> <li>- Project work, problem solving, field trips, field projects quizzes were not introduced</li> <li>- Assignment, study materials and tutorial vedios were provided</li> </ul>	<ul style="list-style-type: none"> <li>website</li> <li>- Require more field projects</li> <li>- Should be introduced such type pf activites</li> <li>- System of assignment should be modify and departmental youtube chanel are require</li> </ul>
Physics	<ul style="list-style-type: none"> <li>- Departmental Website is functioning and more beneficial for students</li> </ul>	<ul style="list-style-type: none"> <li>■ Such type of Website is needed in other departments</li> </ul>

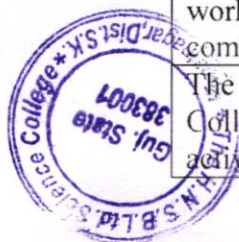
### **Examination and Evaluation System :**

The examination committee tried to follow in arranging internal examnation as per academic calender.

Observations	Suggestions
No systematic policy for exams grievances and redressal	<ul style="list-style-type: none"> <li>• Uniformly policy required for exams related grivances and redressal, and it should be transpernt and time being.</li> <li>• Swayam/ MOOC courses to be included in the credits.</li> <li>• Projects work and Field projects can be introduce instead of assignment (CIE).</li> <li>• Results analysis is also require (subject wise).</li> <li>• Attainment calculation to be systematized in each departments.</li> </ul>

**Research and Extension activites :** Majority of teachers are research guides but research activities in the all departments were found very poors with respec to paper publishing, book publishing , research projects etc. The Extension activities of the College are supported throug the NSS, Women development cell and Eco-club.

Observations	Suggestions
06 teachers are recognized as Research guides	More teachers shoulf apply for guideships
Only 03 teachers have published research papers in the journals and 01 teacher has published two books.	More teachers are required for publishing research papers in the high impact factors journals and more books should be publish
15 teachers have attended seminars, conference, workshops and other FDP and training courses.	More teachers should be motivated by the R & D cell for publishing research pepers in the SCOPUS and WEBEX listed journals and also for publishing books.
Contributions of Incubation cell to organized Seminars, Conferences for IPR, Research methodology and Enterpreureships is really remarkable	-----
PG students have presented their reasearch work in the National seminars.PG students completed number of minor research projects	Students who presented posters should be rewarded
The College has functional MOUs and Collaborations for extension and out reach activities in the neighbourhood community.	Activities under the MOU and Collaboration to be more strengthnal





### ***Student support and progression :***

The college gives remarkable efforts for ensuring that students get chances to take part in the co-curricular extra-curricular, sports, cultural and placement activities. The students have also been given guidance for career and competitive exams.

<b>Observations</b>	<b>Suggestions</b>
Around 45% of students progressed to higher education and 6% Chemistry students placed in various companies	Placement activity should be strengthened in the Botany and Microbiology subjects
328 students benefited from scholarships provided by government	Student council, ST, SC, and OBC cell to be strengthened to create awareness about scholarship.
30 students benefited from scholarship provided by the institute	-
Various kinds of seminars have been conducted for soft skills and communication exams and life skills	Only 03 students are passed in the NET, GSET and GATE exams. More motivation should be required
Students are encouraged to participate in sports and cultural events.	Sports activities should be increased and required awards in the cultural and sports activities.
Alumni association is not registered . Use of Alumni fund is too much less.	Alumni association to be registered and strengthened. Contribution of Alumni should be used for students welfare activities.
Involvement of members of Students Council in the College activities is quite less	More involvement of Student Council in the administrative, Curricular and Co curricular activities should be strengthened.

### ***Infrastructure and Learning Resources :***

<b>Observations</b>	<b>Suggestions</b>
Adequate classrooms and laboratories are available for the use of UG & PG students. But no separate laboratory available for research students. No advanced equipments are available in the laboratories. Only 05 classrooms are equipped with PowerPoint Projectors. No any Smart classrooms in the institution.	Separate research laboratory, more number of classrooms with PowerPoint Projectors, Advanced equipments and Smart class rooms are needed for students. So these facilities should be strengthened.
Wi-fi facility is too much poor	Wi-fi facilities of the College need to be improved.
Washrooms, girls rooms, boys rooms, are available	Separate washrooms should be required for staff on every floor.
The College library software has been updated from 2.0 to 3.0, but digitalization of library is at moderate level. Budget to purchase reference books is too much low.	Digitalization of library is required. More budget is needed for purchasing of reference books and journals.
LMS-Moodle software is not available in the admin office. Admin staff is less	LMS-Moodle software is needed in admin office for smooth administration. Sufficient staff is also required.





## **Governance, Leadership and Management :**

### **Observations:**

- Financial support to be provided to teachers for attending conferences and seminars.
- College hasn't prepared strategic action plan for 5 years.
- Regularly IQAC meetings with different stake holders are conducted and updated on the website.
- IQAC conducted professional development programs for teaching and non teaching staff.
- Performance self-appraisal system, Feed back, SSS. Internal Academic Audits of the different departments are completed by the IQAC and AQAR for the academic year 2020-21 is also submitted by the IQAC.
- **Suggestions :**
- Organized National and International Conferences
- External Academic Audits, Participation in the GSIRF, NIRF or ISO Certification is required.

### **Conclusions:**

The Key observation by the IQAC team are as follows

@The curriculum is being periodically revised with regular BOS meetings and keeping in View the local and regional needs. Regular feedback is also being taken from different Stake holders.

@ The research activities by the teachers are not remarkable.

@ Digitalization of the institution is not at sufficient level and IT infrastructure is also Very weak

@ Research & Extension activities have all proceeded on some extent level

@ The Management has not systematic SAP in place

@ Placement activities is not on some extent level

### **The recommendations of the audit team are :**

@ The College needs to focus more on OBE and Skills based Certificate and Value added Courses and more students centric methods should be implemented

@ The mentoring system needs to be systemized

@ Teachers and students should be motivated by financial incentives for research

@ Research activities by the teachers needed more strengthened.

@ Extension activities should be streamlined @Alumni and Placement to be strengthened

@ The Management needs to be consider implementing the objectives of the SAP by the Next academic year

@ Gymnasium, Indoor hall for Badminton, Table tennis, Cultural activities hall, Auditorium are required

@ Green Audit, Environmental Audit and Energy Audit should be done by the Certified Agencies.

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