



SIDHO-KANHO-BIRSHA UNIVERSITY
PURULIA

Report of the Administrative Audit
2022-2023

Mahatma Gandhi College, Lalpur
Purulia



The Principal, **Mahatma Gandhi College, Purulia**, applied to the Inspector of Colleges of the Sidho-Kanho-Birsha University to conduct Administrative Audit of the College (vide letter No. 65/MGC/2025 Dated 19.03.2025) and subsequently submitted required data for conducting the audit. Accordingly, by the order of the Hon'ble Vice Chancellor, the Administrative Audit Team of the Sidho-Kanho-Birsha University, Purulia conducted the Administrative Audit of the college on **11th September, 2025**. The said audit is based on the data and information supplied by the college authority for the period concerned, till the date of audit. The item-wise observations and remarks of the Audit Team are given below:

1.0 Introduction

Mahatma Gandhi College, located in Purulia district, started its journey in September, 1981 with only 37 students. In due time, the college has been emerged as an important academic institution of higher education in the region of rural background in the district of Purulia. With a sprawling area of 18 acres of land, the college has turned into a picturesque campus with plenty of greenery, over the years. Though majority of the students come from the Purulia district, a considerable number of students are also from neighboring district of Bankura as well. Achievements of the students in this college, in different spheres of life, over the years are really encouraging.

Initially, the college was affiliated to the University of Burdwan, afterwards it came under the affiliation of Sidho-Kanho-Birsha University, and offering undergraduate courses in the stream of Arts, Science and Commerce. Honours courses are available in 12 subjects and general courses in 18 subjects. The number of seats (AY 2022-2023): 567 in honours and 1061 in general course. With the passage of time, and with the continuous support from teachers, staffs and all other stake holders, the college is keeping its pace of progress. Infrastructure of the college has developed substantially. At present, the number of students in the college is around two thousand eight hundred. Besides the conventional UG courses, the College has also been running a Study Center of Netaji Subhas Open University (NSOU) since 2019.

The activities of the college in cultural and sports are quite good, and it explores the creative potentials of students. Boys and girls of the college have been doing very well in co-curricular activities and brought special recognition in sports competitions held at state and university level. The college has active NCC and NSS units with hardworking volunteers who are dedicated to their assigned duties. NSS units of the college, with the full cooperation of the SBCC cell volunteers of the district UNICEF, are carrying out various social activities, awareness programs in SC & ST dominated adopted villages. NSS volunteers and NCC cadets of the college participated in district, state and national level Republic Day parade in every year.

2.0 Significant Observations

1. College has a good reputation and track records as General Degree College for imparting higher education in various science, arts subjects and commerce. The focused mission & vision of the college, discipline of the college plays important role to instil value based education, ethics and other co-curricular activities.
2. College has formed the IQAC which is active and organize various events.
3. College has adopted some best practices like regular institutional supports for faculty development, *Jal Shakti Abhiyan*, Yoga programme, Community outreach programme through NSS unit in Campus.
4. College has taken initiative to install the solar panels.
5. College is maintaining the disposal of all sorts of wastes.



6. All teaching and non-teaching staff members, students are advised to use recyclable materials for storing their food, water *etc.*, to reduce the wastes.
7. College has a good green ambience covering 3 acre approx. including 30% of the green area and “College Environmental Committee” had conducted 4 meetings every year and has taken efforts for maintaining greenery in the College campus.
8. College has formed the College Environmental Committee on 4th August 2022.
9. College is conducting some environmental awareness programs, taking initiative in making on some trees in the campus and conducted green audit.

However, after detailed paper examinations and physical verification it is noted that, some of the practices are required to be followed by the College and there are scope of improvements in some areas that detailed in the suggestion section.

3.0 Observations and remarks of the Audit Team

- i) **Name of the College:** Mahatma Gandhi College
- ii) **Postal Address:** Lalpur, PO- Daldali, Dist.- Purulia, West Bengal, Pin Code – 723130
- iii) **Phone No:** 03242-250924 **Fax No:** NA **E-mail ID :** mgclalpur@yahoo.co.in
Website: <https://mahatmagandhicollegelalpur.ac.in>
- iv) **Name of the Principal:** Dr. Santi Kundu
Mobile No.: 9083255098 **WhatsApp No.:** 9083255098 **E-mail:** mgclalpur@yahoo.co.in
- v) **Year of establishment of the College:** 1981

4. Name of members of the Governing Body including President, indicating Govt. nominee, Council nominee, University nominee, Teachers’ representative, non-teaching staff representative etc. and also state the date of formation of the GB. State the No. of meetings held in the last year & current year, till date (Attach separate sheet, if required):

Formation of the Governing Body –

Govt. Nominee as per memo no. 118-Edn(CS)/4C-28/2022 dtd. 22.02.2022	1. Sri Gurupada Tudu, President
	2. Sri Amitava Mahato, State Govt. Nominee.
	3. Sri Tarit Mahato, State Govt. Nominee.
Member Secretary, Principal	4. Dr. Santi Kundu
Nominee of W.B.S.C.H.E. 02/164/Nomi-GB/WBSCH/2022	5. Dr. Anup Pramanik
University Nominee as per letter no. IC/GB/MGC/108/SKBU/2021 dt. 24.08.21 Donor’s Nominee (YD/A-VI/96 dt. 13.09.21)	6. Dr. Birbal Saha, Univ. Nominee
	7. Dr. Indrani Deb, Univ. Nominee
	8. Dr. Ajay Kumar Chaudhuri
Teachers’ Representatives, vide meeting dtd. 25.09.2021	9. Sri Sushovan Dey, TR.
	10. Smt. Soma Lohar, TR.
	11. Sri Susanta Mallick, TR.
Non-teaching Representative vide meeting dtd. 25.09.2021	12. Sri Sarbeswar Mahato, NTR.

Date of Formation: 22.03.2022
No. of Meetings held in last year: 07 (2022-23)

Current year: 06 (2024-25)



5. Courses Offered

(Credit: 5): 3

PG	UG Honours Subject	UG General Subject	Any Other Add-on/ Certificate / Value added Program (Specify)
NA	1. Political Science 2. History 3. Bengali 4. English 5. Education 6. Geography 7. Philosophy 8. Sanskrit 9. Economics 10. Santali 11. Accountancy 12. Zoology	1. Political Science 2. History 3. Bengali 4. English 5. Sanskrit 6. Philosophy 7. Economics 8. Education 9. Santali 10. Geography 11. Physical Education 12. Commerce 13. Chemistry 14. Computer Science 15. Botany 16. Zoology 17. Mathematics 18. Physics	Add on Courses offered during the Year: 2022-23 1. <i>Transformation from Manbhumi Dialect to Standard Bengali Language</i> - Offered by the Dept. of Bengali 2. <i>Bratachari</i> - Offered by the Dept. of Physical Education 3. <i>Learning Mathematics with the help of Programming Platforms</i> - Offered by the Dept. of Mathematics 4. <i>Construction and Setting of Ornamental Fish Aquarium</i> - Offered by the Dept. of Zoology 5. <i>Basic Software Tools for Molecular Modeling and Graphics</i> - Offered by the Dept. of Chemistry 6. <i>Computer Application</i> - Offered by the Dept. of Computer Science

Remarks: Job oriented skill development and add-on courses to be implemented.

6. a) Student Data at UG level

(Credit: 5): 4

Course	Actual intake (Pl attach documents)	No. of students admitted in AY: 2022-23												
		Boys	Girls	Total	Boys (SC)	Girls (SC)	Boys (ST)	Girls (ST)	Boys (OBC)	Girls (OBC)	Boys Minority	Girls Minority	Boys (PWD)	Girls (PWD)
B.A(G)	943	1460	1019	2479	279	231	245	239	683	421	63	37	05	04
B.Sc.(G)	50	30	05	35	00	01	04	00	14	03	01	00	00	00
B.Com(G)	30	06	02	08	00	00	00	00	02	01	01	01	00	00
B.A(H)*	556	626	690	1316	129	78	125	117	265	391	38	32	10	01
B.Sc.(H)*	22	35	16	51	03	01	04	01	19	10	02	02	00	00
B.Com(H)*	33	27	01	28	00	00	02	00	15	00	01	00	00	00

b) Year wise and subject/stream wise result for last two semesters, mentioning pass out %, University rank holder etc. (Please attach separate sheet):

Subject / Stream wise Analysis:

Subject	Appeared	Qualified	GPW
B.COM(H)	06	01	05
B.SC(H)	12	11	01
ECOH	x	x	x
BNGH	52	47	05
ENGH	34	28	06
HISH	45	29	16
PLSH	22	19	3
EDCH	45	45	x
PHIH	19	14	05
GEOH	25	25	x
SNSH	20	19	01



Subject	Appeared	Qualified	GPW
SNTH	16	16	x
B.A. (Program)	462	190	272
B.SC. (Program)	5	4	1

Summary:

Course	Students Appeared	Students Passed	Pass Percentage
Hons.	296	254	85.8
Prog.	467	194	41.5

7. a) No. of teaching posts in the college (including Principal) and NTS

(Credit: 10): 7

Departments	No. of fulltime Sanctioned Post	Present number of Whole time teacher	No. of SACT	No. of sanctioned Contractual teacher	No. of guest Teachers engaged
Political Science	3	3	2	NA	NA
History	3	3	1	NA	NA
Bengali	3	2	4	NA	NA
English	3	3	1	NA	NA
Sanskrit	2	2	0	NA	NA
Philosophy	2	2	2	NA	NA
Economics	1	0	1	NA	NA
Education	1	1	1	NA	NA
Santali	1	1	4	NA	NA
Geography	1	1	3	NA	NA
Physical Education	0	0	2	NA	NA
Commerce	4	2	2	NA	NA
Chemistry	1	1 + 1 (Principal)	0	NA	NA
Computer Science	0	0	1	NA	NA
Botany	1	1	1	NA	NA
Zoology	1	1	1	NA	NA
Mathematics	0	0	1	NA	NA
Physics	0	0	1	NA	NA

b) List of teachers and NTS with date of joining, Date of birth, Subject, Specialization etc. (Separate sheet to be used)

Please see Annexure – I

8. a) General Infrastructure of the College:

(Credit: 10): 7

- i) Land area: 19.96 acre ii) Built-up area: 4355 square meter iii) No. of rooms: 35
iv) No. of Classrooms: 28 v) No. of smart classroom: 02 vi) No. of seminar hall: 01
vii) No. of books in Central & Departmental library: 22763 viii) No. reading rooms: 02

b) Other Infrastructure and facilities of the College:

- i) No. of toilets: 14 ii) Ladies toilet: 05 iii) Gymnasium: 01
iv) Auditorium: 00 v) Ladies & Gents Common room: 02
vi) Facilities in the Common room: Toilet, Sick bed, A/mirah, Mirror, Chair, Carrom
vii) Playground: 02 viii) Indoor facility: Yes/Gymnasium ix) Toilet for PWD: 01
x) Lift/Ramp: Yes; Ramp for differently abled students have been constructed.

Remarks: Some more toilets to be made friendly for PWD with all necessary facilities installed.

9. a) Whether recognized under 2(f) and 12(B) of UGC: Yes

(Credit: 10): 7

If yes, year of recognition: 21.06.1990



b) Whether accredited by NAAC: Yes

i) Year of accreditation: 2008; Grade: B (2.15) w.e.f. 28/03/2008 (1st Cycle)

ii) Year of accreditation: 2016; Grade: B+ (2.53) w.e.f. 16/09/2016 (2nd Cycle)

Present status of Re-accreditation: The process is going on for 3rd Cycle.

10. Laboratory:

(Credit: 5): 3

Laboratories are the ideal place for learning by doing. The college has adequately equipped laboratories for Physics, Chemistry, Botany, Zoology, Geography and Computer.

11. Backup Power Supply:

(Credit: 5): 4

The college has following alternative power supply mechanism –

- Two Silent generator (63 KVA & 15 KVA).

12. Water Resources and availability:

(Credit: 5): 4

The following water resources exist in the college campus -

- i) Dug well – 01
- ii) Shallow & deep bore well - 07

13.a) Library facilities with no. of books subject wise (Text and reference):

(Credit: 10): 7

(Indicate whether fulltime librarian is present or not):

The library of the college is adequately equipped with books for students and faculties of this institution. The library has working computers with internet connection. There is reading room for teachers and students.

Status of Library:

a) No. of titles:	8352
b) Total no. of books:	22929
c) No. of Journals subscribed (National and International):	15
d) Digitalization/Library automation:	Mostly Automated
e) Internet connectivity	Yes
f) Book Bank facility:	No
g) Photocopier facility:	Yes
h) Register for issue & return of Books:	Yes
i) Number of books issued at a time per student	2 books for arts Students. 3 books for science & commerce Students. 5 books for Dibyanga students.

One full time Librarian is at present.

b) Staff engaged in the library, library time, automation in library, registers etc.

In addition to the librarian, at present, there are two (02) more library staffs deputed in the library.

- The library timing from Monday to Friday is 10:30 am to 4:30 pm.
- On Saturdays from 10:40 am to 2:30 pm.
- Sundays and holidays the library is closed.

The library uses the software CAMS

There are total number of six (06) registers maintained in the library. These are-

- Accession Register
- Journal Register
- Foot fall Register (Staff)
- Foot fall Register (Student)
- Circulation Register
- Daily Book Issue Register (Staff)



14. **Hostel facilities (separate sheet may be attached to provide detail about facilities, staff engaged, hostel committee etc.):** (Credit: 5): 3

The M G College, Purulia has separate hostel facility for both boys and girls.

Capacity: three hostels; 30+16 (Boys), 30 (Girls minority) Students allotted per room: 03 & 04

With or without Warden: With Warden (One full time teacher acts as in-charge of Hostel)

With or without kitchen, dining hall, cook, common room, Toilet and garden: Out of three, two boys' hostels are running with facilities such as kitchen, dining hall, commons room, toilet & Garden.

15. **Cultural activities:**

(Credit: 5): 4

The following cultural activities have been organized in last year –

- I. **Observed Days:** Student Week, 12 January- Birthday of Swami Vivekananda, 23rd- Netaji Birthday, 26th January- Republican Day, 8th March- Women's day, Rabindra Jayanti, 15th August- Independence Day, 26th November- College Foundation Day, 2nd October- Gandhiji's Birthday, Saraswati Puja, International Indigenous People's Day
- II. Annual Cultural Programme
- III. Aids Day, International Mother Language Day

16. **Any other value-added information about the College:**

(Credit: 5): 3

College organizes awareness generation programme throughout the year. NSS units conduct various programmes in the locality. It strengthens the relationship of college with the locality. NCC unit also organizes different programme.

(Credit: 10): 8

17. **List of Registers:**

The college maintain various register -

- a. Admission file: Yes
- b. Student attendance registers: Yes
- c. Staff attendance registers: Yes
- d. Staff meeting note/register with agenda: Yes
- e. Equipment purchase register: Yes
- f. Equipment/item movement register: Yes
- g. Circular/Notices: Yes
- h. Internal assessment file/register: Yes
- i. GB & Finance resolution book: Yes
- j. Grievance Redressal register: Yes
- k. Specify registers maintained by various committees (attach sheet if required):
 - i. Register of Academic Committee
 - ii. Register of Admission Committee
 - iii. Register of Library Committee
 - iv. Register of Women cell
 - v. Register of Student welfare Committee
 - vi. Register of Building Committee
 - vii. Register of Finance Committee
 - viii. Register of Purchase Committee
 - ix. Register of P F Committee
 - x. Register of Hostel Committee
 - xi. Register of NSS Advisory Committee
 - xii. Register of Anti-Ragging & Disciplinary Committee
 - xiii. Register of Internal Quality Assurance Cell
 - xiv. Register of Internal Complaint Committee
 - xv. Register of Games & Sports Committee
 - xvi. Register of Guidance and Counselling Cell and Placement Cell
 - xvii. Register of canteen Committee
 - xviii. Register of Cultural and Magazine Committee
 - xix. Register of Environmental Committee
 - xx. Register of Alumni Committee

Apart from these the college office maintains various register and file according to need.



18. **List of Committees:** (Attach separate sheet with details like name of members, no. of meeting held in last oneyear, whether registrar is maintained etc.) (Credit: 5): 4

Composition of different committees along with No. of meeting held in last oneyear.

Separate Register is maintained by all the committees.

Please see Annexure - II.

19. **Budget and Account Information** (Please attach separate sheet if required): (Credit: 5): 3
Please specify expenditure for Green Campus in % of total expenditure, Solar Power (in %) to total power consumption.

Expenditure for Green Campus: 1,27,116/- (18% of Total Expenditure)

Please see Annexure – III, Budget for the year 2022-23.

Overall observation and Recommendations:

1. Total marks secured (out of 100): 71
1. Overall observations and Recommendations

• **Assessment Indicators (Out of 10):**

Score	Rank	Performance Indicator	Interpretation of the Descriptor
7.5 - 10	I	Very Good	High level of Administrative accomplishment
5.1 - 7.5	II	Good	Level of Administrative accomplishment above the minimum level expected of an Institution
3.1 - 5.0	III	Satisfactory	Minimum level of accomplishment expected of an Institution
≤ 3.0	IV	Unsatisfactory	Level of administrative accomplishment below minimum level expected of an Institution

Remarks of the Principal:

Information given here is true and we are trying our level best to improve further in accordance with recommendation of IQAC and students' demand.

Signature of Principal with date & seal



Overall Assessment & Recommendations of the Assessors:

The University Audit Team has thoroughly checked and verified the documentary evidences in support of all the activities and things mentioned in this Audit Report. Physical verifications have been conducted in respect of all items that were placed by the college authority before the Audit Team. The Audit Team has received all required explanations and clarifications from the college authority.

The college authority extended all sorts of co-operations to conduct the administrative audit smoothly. The audit team expresses its hearty thanks to them. The principal, members of IQAC, teachers and other staff extended their whole-hearted support for conducting this administrative audit. As a whole, it can be remarked that there are good number of things/ activities/practices to the credit of the college that have direct or indirect impact on the improvement of academic climate as well as standards of the college.

The observations and recommendations are as follows:

Observations

- Basic infrastructure of the college for teaching, sports and cultural activities are satisfactory;
- NCC, NSS and other co-curricular (including cultural) activities are extensively exercised;
- The number of Committees are good enough to run the college smoothly;
- The teachers, students and other staff of the college are well disciplined;
- The student-teacher relations are affectionate.
- NIRF participation is appreciable.
- The mechanism to reduce the dropout is very appreciable.
- The college has good ambience of lush large green campus.

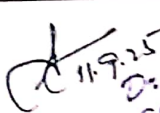
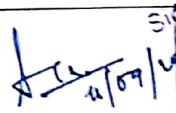
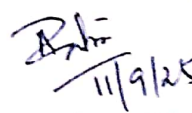
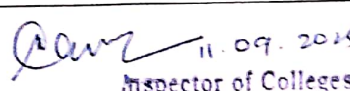
Recommendations

- No. of books as per NEP curriculum, e-journals in libraries and computers should be increased; Costly library books to be utilized properly.
- Student nominee may be introduced in different committees (such as anti-ragging committee, Grievance redress cell, etc.)
- No. of equipment in the laboratories should be increased; Geography lab instruments need to be repaired.
- Teacher student ratio should be increased as far as practicable.
- Alumni association is to be registered and functional in all respects.
- Job oriented/Value-added/ Add on courses may be introduced.
- Placement assistance and training to be provided to students.

Assessment and Accreditation

After the audit and assessment the team unanimously put the accreditation to the college as "Good".

Signature of the Administrative Audit Team with date:

Sl. No.	Name	Signature with date
1	Dr. Subal Chandra De Controller of Examinations, Sidho-Kanho-Birsha University, Purulia.	 11.9.25 Dr. Subal Chandra De Controller of Examinations Sidho-Kanho-Birsha University PURULIA
2.	Prof. Subhasis Bhattacharya Professor, Department of Economics, Sidho-Kanho-Birsha University, Purulia.	 11/09/25 DR SUBHASIS BHATTACHARYA Professor, Dept. of Economics S. K. B. University, Purulia
3.	Prof. Ardhendu Sekhar Patra Professor, Department of Physics, Sidho-Kanho-Birsha University, Purulia.	 11/9/25 Dr. ARDHENDU SEKHAR PATRA Professor, Dept. of Physics Sidho-Kanho-Birsha University
4.	Tapan Kumar Hazra Inspector of Colleges, Sidho-Kanho-Birsha University, Purulia.	 11.09.2025 Inspector of Colleges Sidho-Kanho-Birsha University Purulia, W. B.

