

SWAMI VIVEKANANDAN UNIVERSITY
BARRACKPORE, KOLKATA

ESTD. 2019

CONSOLIDATED
ACADEMIC & ADMINISTRATIVE
AUDIT REPORT
[ACADEMIC YEARS: 2022-'23 AND 2023-'24]

Prepared by
The Audit Committee

Date: 04/08/2025

REPORT ON ACADEMIC & ADMINISTRATIVE AUDIT**CERTIFICATE**

This is to certify that the Academic & Administrative Audit Report of Swami Vivekananda University, Barrackpore, Kolkata, has been prepared on the basis of original data collected for the academic sessions 2022-2023 and 2023-2024. The report has been independently evaluated and reflects the University's commitment to providing quality education, skill development, training, and holistic student support for academic excellence, personal growth, and career advancement.

It is further certified that the baseline data were compiled by the Internal Quality Assurance Cell (IQAC) of Swami Vivekananda University and submitted to the Audit Team for evaluation. The contents of the baseline data were thoroughly verified by the Expert Team constituted by the Governing Board of the University to ensure their authenticity, validity, reliability, and completeness.

The data and information incorporated in this report are original and have neither been published nor presented elsewhere in this form. The Departmental Profiles included in the report have been derived from the records and observations documented by the Institutional Academic Audit Team during the Academic & Administrative Audit of the respective academic sessions 2022-2023 and 2023-2024.

Based on the scrutiny and verification of the submitted documents, supporting evidence, and institutional records, this report presents an objective assessment of the University's academic and administrative performance and serves as an authentic record of the quality assurance practices undertaken during the aforesaid academic years.



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Schedule for Academic & Administrative Audit

(04/08/2025)

Time	Schedule	Venue
11:30 AM	Introductory Meeting with the Principal	Office Chamber of the Vice-Chancellor
12:00 NOON	Meeting with the IQAC Coordinator & Faculty Members	Office Chamber of the Vice-Chancellor
12:30 PM – 2.30 PM	Presentation of IQAC Coordinator Presentations by HoDs/Coordinator of Different Departments	
02:45 PM	Lunch	
03:15 PM – 05.30 PM	Presentation by HoDs/Coordinator of Different Departments & Members of Different Committees Visit for different facilities	
05:45 PM	Tea	
06.00 PM	Exit Meeting	

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I. Introduction

Prelude

Swami Vivekananda University (SVU), established in 2019 under the aegis of the Regent Education and Research Foundation (RERF) and enacted by the Government of West Bengal, has rapidly emerged as one of the leading multidisciplinary universities in Eastern India. As a constituent of the renowned Swami Vivekananda Group of Institutions, the University is committed to delivering quality higher education through academic excellence, research, innovation, skill development, and community engagement. Inspired by the timeless philosophy of Swami Vivekananda—*"Education is the manifestation of the perfection already in man"* - the University seeks to nurture competent professionals, responsible citizens, ethical leaders, and lifelong learners.

Situated on a modern, eco-friendly campus at Barrackpore, West Bengal, the University is spread across a lush, eco-friendly 12-acre campus equipped with state-of-the-art infrastructure, including smart classrooms, advanced laboratories, a modern central library with extensive digital resources, ICT-enabled learning resources, innovation and incubation facilities, sports and recreational amenities, and student-centric support services. The industry-oriented curriculum, experiential learning opportunities, and strong academia-industry collaborations prepare students to meet the evolving demands of the global workforce and contribute meaningfully to society.

This Academic and Administrative Audit (AAA) reflects the University's unwavering commitment to excellence, accountability, transparency, and quality enhancement. The audit serves as a comprehensive mechanism for evaluating institutional performance, strengthening governance, reviewing academic processes, enhancing administrative efficiency, and promoting evidence-based decision-making. It also facilitates the identification of best practices, institutional strengths, opportunities for improvement, and strategic priorities for sustainable development.

After provisional enlistment under UGC 2(f) the University voluntarily has started to prepare the reports based on the academic & administrative activities and performances during the two consecutive years of 2022-'23 and 2023-'24 to look into its strengths and weaknesses and identify the scope of further improvement.

II. Brief Summary

Recognized (enlisted) by the University Grants Commission (UGC) under the provisions of the UGC Act, 1956, SVU continuously strives to maintain the highest standards of academic and administrative quality through a robust Internal Quality Assurance Cell (IQAC) and a culture of continuous improvement. The University integrates the rich heritage of Indian values with contemporary global knowledge systems, fostering an ecosystem that promotes interdisciplinary learning, innovation, entrepreneurship, sustainability, and social responsibility in alignment with the National Education Policy (NEP) 2020 and the Sustainable Development Goals (SDGs).

The University's Vision, Mission, and institutional objectives provide the guiding framework for all academic, administrative, research, and outreach activities. These core principles define the University's purpose, shape its strategic direction, and inspire continuous innovation and excellence. Through this commitment to quality assurance and institutional effectiveness, Swami Vivekananda University aspires to become a globally recognized centre

of higher learning, research, innovation, and societal transformation, dedicated to creating knowledge, fostering human values, and serving the nation and the world.

During the period under review, the departmental intake capacity increased by more than 10% compared to the previous intake. The curriculum has been revised with the latest revision carried out during the academic session 2022–2023.

Out of the existing 457 faculty members, 170 (approximately, 37%) hold Ph.D. degrees. During the academic sessions 2022–2023 and 2023–2024, a total of 48 students were awarded Ph.D. degrees.

The University campus is Wi-Fi enabled. It also has well-equipped auditoriums, multiple conference and seminar halls, a central library, a canteen, vehicle parking facilities, and other essential infrastructures.

III. Audit Committee

The authority of the Swami Vivekananda University, Barrackpore has constituted a two/three-member committee to conduct Academic & Administrative Audit of the University. The Audit Committee is comprised the following members:

- (i) Prof. (Dr) Apurba Ratan Ghosh, Former Professor & Head, Deptt. of Environmental Science, The University of Burdwan, Burdwan
- (ii) Prof. (Dr) Arun Kr Bar, Principal, Dean Engineering, Jt. Coordinator IQAC, Institute of Engineering & Management, Salt Lake, Sector-V, Kolkata-91

IV. Objective & Scope of the Audit

Preliminary meeting was held in presence of Prof. (Dr) Subrata Kr De, Vice-Chancellor and IQAC Coordinator & other faculty members on 06/08/2025 at 11.30 am. Prof. De has outlined the broad objectives of the academic audit as an assessment of the University. Accordingly, the audit team members decided to look into the prevailing situation at the University to assess the following aspects in course of the audit.

Scope

- Methodology of teaching and learning adopted for the different courses run by the University
- Functioning of IQAC towards institutionalization and internalization of quality enhancement in the institution
- Functioning of the academic council and administrative committees including Finance Committee as well as other sections
- Functioning of the laboratories and computer facilities
- Examination and Evaluation system
- Central Library and the sports facilities
- Outreach Programmes conducted by NCC and NSS
- Alumni/ae and their contributions to the University
- Opportunities and Scope of improvements in the major functional areas

The team is empowered and expected to express their views and give suggestions for the improvement of the systems being followed by the University.

V. Methodology

The Academic & Administrative Audit commenced with an interactive meeting with the Hon'ble Vice-Chancellor, Prof. De, the Coordinator of the Internal Quality Assurance Cell (IQAC), senior faculty members, and administrative officials. The meeting provided the Audit Committee with a comprehensive overview of the University's Vision, Mission, Academic programmes, governance structure, quality assurance initiatives, institutional achievements, and ongoing developmental activities. The Committee also took note of the newly established facilities and infrastructure currently under development.

As part of the audit process, the Audit Committee conducted visits to the academic departments, administrative offices, laboratories, library, computer centres, classrooms, student support facilities, canteen, vehicle parking area, and other physical infrastructure across the campus. During these visits, the Committee interacted with Heads/Coordinators of Departments, faculty members, administrative personnel, technical staff, and supporting staff to gain first-hand information regarding academic practices, research activities, administrative processes, student support services, and institutional facilities.

The Committee examined the departmental profiles, self-assessment reports, documentary evidence, statutory records, policy documents, and other relevant information presented by the Heads/Coordinators of the respective departments. These were supplemented by detailed discussions and interactions relating to various academic, administrative, research, extension, and quality assurance activities of the University.

Based on the documentary evidence, on-site observations, stakeholder interactions, and verification of institutional records, the Audit Committee has made a sincere and objective assessment of the University's academic and administrative performance. The observations and recommendations presented in this report are intended to facilitate continuous quality enhancement, strengthen institutional effectiveness, and support the University's pursuit of academic excellence, good governance, innovation, and sustainable development.

VI. University Vision & Mission

1. Vision

To transform the University into a globally recognized institute of excellence with tripartite wellspring relational objectives centered on learning, innovation, and entrepreneurship

2. MISSION

As a skill-oriented University, our mission is to instil practical and professional skills in every student, empowering them for lifelong growth and sustainable success.

To achieve this mission, the University is committed to:

- ❖ To prepare students as the next generation of leaders with human values and social responsibilities
- ❖ To create an innovative, learning-centric environment with optimal knowledge transfer
- ❖ To escalate innovation, start-ups, and entrepreneurship towards self-reliance
- ❖ To generate and disseminate knowledge through impactful research.
- ❖ To encourage innovation, entrepreneurship, and employability

3. GOALS OF THE UNIVERSITY

Driven by a commitment to **excellence, innovation, and entrepreneurship**, our overarching goals embody our dedication to fostering a dynamic learning environment, empowering students to thrive as creative thinkers, problem- solvers, and leaders in their respective fields.

“Act on the educated young men, bring them together, and organise them.” - Swami Vivekananda

VII. Management

Swami Vivekananda University (SVU) has emerged as a premier institution in West Bengal since its establishment in 2019 under the Regent Education and Research Foundation (RERF). The University is established under the West Bengal Act XV of 2019, The Swami Vivekananda University Act 2019 duly passed by the West Bengal Legislature and having been assented to by the Governor on 14-11-2019 vide Notification No. 1196-L dated 14-11-2019 issued by the Law Department (Legislative), Govt. of West Bengal.

The University has three decision making bodies:

- Governing Board
- Academic Council
- Finance Committee

The various aspects of the University's academic affairs and administration are effectively organized and managed through different committees comprising members of the Management and the Faculty. These committees are responsible for planning, implementing, and monitoring academic and administrative activities to ensure the smooth and efficient functioning of the University.

The University aspires to emerge as an integrated institution that not only addresses the holistic educational and developmental needs of future generations but also nurtures and unlocks their inherent potential. It is committed to shaping well-rounded, competent, and socially responsible individuals who can contribute meaningfully to the growth and development of the nation.

VIII. Observations

Observations based on the documents provided by the University/Departments authorities and meeting with the different stakeholders of the University on 06/08/2025 are given below:

1. University Campus & Facilities: University has the following campus:

University campus consists of the following sections -

Campus & Campus facilities -

Academic Building: Block 4 (Narendranath Dutta Block), Block 5 (Bhagininibedita Block), Block 6 (Meghnad Saha Block), Block 7 (Satyandra nath Dutta Block), Block 8 (Jagadish Chandra Block), Block 9.

Science Building: Mathematics, Physics & Chemistry: Block 4

Library Building: Central Library, Departmental Library & Reading Room-Rani Rashmoni Library

Sports Complex: Physical Education: 2 field dedicated for Cricket & Football. Physical Education like Yoga, Meditation dedicated in Block 7 (Satyandra Nath Dutta Block)

Students' Activity Building: Common room for Boys- Block 9, Common room for Girls- Block 9, NCC & NSS room

Administrative Building: University Office, VC Chamber, IQAC Office -all in Block 4 (NND), Teachers' Council & Auditorium-Satyajit Roy Mukta Mancha & Canteen-2

Car parking and Cycle Shed: 1

Ramp at ground floor: Block 7 & 8

One Green Generator

Green area including age: old plants, medicinal garden, Rose Garden and Water Body etc., in front of Block 4 (NND),

The University comprises the total campus area of 19.706 acres (79751.38 sq.m) with a built-up area of 16242.4 sq.m maintaining a green area of 18160 sq.m.

IX. Distinctiveness of Institutional achievements

- The University was established on 5 December 2019 under the provisions of the 'The Swami Vivekananda University Act, 2019' (West Bengal Act XV of 2019).
- Since its inception, the University has made significant progress in promoting quality higher education, guided by the principles of commitment, care, and service.
- The University offers academic programmes in Science, Engineering, Arts and Humanities, Law, and Health Sciences through nine Schools, along with several professional and career-oriented programmes.
- The Schools and Departments regularly organize seminars, guest lectures, workshops, webinars, and lecture series to enhance students' academic knowledge and professional skills.
- Faculty members actively engage in research and publish their work in UGC-CARE listed journals, edited books and book chapters with ISBN, conference proceedings, and other reputed academic publications.
- The University is going to install an off-grid solar power system with a capacity of 312 kW.
- The University maintains a clean, green, and eco-friendly campus through systematic environmental management practices.
- The campus includes an internal pond, landscaped gardens, and green spaces.
- Students are actively encouraged to participate in campus cleanliness drives and initiatives aimed at maintaining a pollution-free environment.
- The University has one open theatre, in the name of *Satyajit Roy Mukta Mancha*.
- The University promotes awareness among students and staff regarding cleanliness, personal hygiene, water conservation, environmental sustainability, and responsible resource utilization.
- A Rainwater Harvesting System has been proposed to support water conservation and sustainable campus management.
- The University provides free Wi-Fi connectivity across the campus with a bandwidth exceeding 100 Mbps, ensuring uninterrupted access to digital learning resources.
- The Central Library is semi-automated through an Integrated Library Management System (ILMS) and currently houses 47,494 volumes of printed books and Reference books of 1649; 1,67,957 e-books; and 20 e-journals of Springer.
- The University has successfully implemented several major developmental and academic projects during the assessment period.

- The overall student pass percentage has remained satisfactory, reflecting the University's commitment to academic excellence.
- The University has some experienced faculty, with 170 faculty members holding Ph.D. degrees, contributing significantly to teaching, research, and innovation.
- A number of faculty members have applied for patents and few are engaged in research and innovation activities.
- The non-teaching staff demonstrate a high level of commitment and work in close coordination with the University administration to ensure efficient institutional functioning.
- The University has two units of National Service Scheme (NSS) and one unit of National Cadet Corps (NCC), which actively undertake community engagement, outreach programmes, environmental awareness campaigns, and Green Campus initiatives.
- The University has adopted several best practices, including campus cleanliness drives, tree plantation programmes, maintenance of a floral biodiversity register, promotion of a plastic-free campus, and enforcement of a No Smoking Zone.
- Continuous awareness programmes are organized for students and staff on environmental protection, sanitation, hygiene, and water conservation.
- The Internal Quality Assurance Cell (IQAC) functions effectively in planning, monitoring, and promoting quality assurance initiatives across the University.
- The University has 82 Class rooms (approx. 80% of these are ICT-enabled) and 85 Teaching Labs, including well-equipped computer laboratories to support effective teaching and learning.
- The University has 457 permanent faculty members against 602 sanctioned posts, 3 Professors of Practice, 3 Adjunct Professors, and 285 non-teaching staff members.

3. Critical Observations

The following observations are based on the documents and records made available by the University, as well as interactions with the University authorities and various stakeholders during the audit conducted on 06/08/25:

- ❖ The University should further strengthen and clearly articulate its Vision and Mission Statements and prepare a comprehensive Institutional Development Plan (IDP) with defined goals, timelines, and measurable program outcomes to guide its future growth.
- ❖ A systematic planning and implementation framework should be developed for continuous quality enhancement through an effective deployment of an Enterprise Resource Planning (ERP) system, enabling data-driven governance and efficient academic and administrative management.
- ❖ The University should formulate and implement a comprehensive 'Code of Ethics' and 'Code of Conduct' applicable to all stakeholders, including students, faculty members, administrative staff, and governing authorities, in accordance with applicable statutory and institutional guidelines.
- ❖ The Schools and Departments should strengthen academic and research collaborations with reputed national and international institutions, industries, and professional organizations through Memoranda of Understanding (MoUs), joint research, faculty and student exchange programmes, and collaborative academic activities.

- ❖ Departments should establish a robust mechanism for monitoring student progression, including progression to higher education, competitive examinations, entrepreneurship, and gainful employment, supported by systematic documentation and periodic analysis.
- ❖ Faculty members should be encouraged and supported to secure extramural research funding from national and international funding agencies, government organizations, industries, and other non-governmental funding bodies to enhance the University's research ecosystem.
- ❖ The University should introduce a greater number of internship-integrated academic programmes in collaboration with industry and other relevant organizations to strengthen experiential learning and improve graduate employability.
- ❖ The engagement of a larger number of Professors of Practice from industry, research organizations, and the professions is recommended to bridge the gap between academic learning and real-world applications.
- ❖ Greater emphasis should be placed on the optimal utilization, maintenance, and shared use of high-end laboratory instruments and research facilities to maximize their academic and research outcomes and ensure cost-effective resource utilization.

4. Courses of learning

SWAMI VIVEKANANDA UNIVERSITY ACADEMIC PLATFORMS			
Faculty Council: 04	School: 09	Departments with BoS : 22	Centre For Excellence: 04
Faculty Council	School	Departments & BoS	1. Centre For Excellence – UltraTech Cement
I. Faculty Council of PG & UG in Sciences	1. School of Computer Sciences	1 i) School of Computer Sc. & Computer Sc. & Engg.	2. Centre For Excellence – Bosch Rexroth (Hydraulics)
		2 ii) Deptt. of Multimedia & Animation	3. Urban Skilling Centre For Excellence – Electrical Home Appliances Lab.
	2. School of Life Sciences	3 i) Deptt. of Biotechnology	4. Centre For Excellence from the Indian Institute of Internship
		4 ii) Deptt. of Microbiology	
	3. School of Sciences	5 i) Deptt. of Physics	Centre For Studies: 07
		6 ii) Deptt. of Mathematics	1. Centre For Interdisciplinary Studies
		7 iii) Deptt. of Chemistry	2. Centre For Tagore

			Studies And Performing Arts
II. Faculty Council of PG & UG in Agriculture and Allied Health Sciences	4. School of Agriculture	8 i) Deptt. of Agriculture	3. Centre For Scottish Studies
	5. School of Allied Health Sciences	9 i) Deptt. of Psychology	4. Centre For Australian Studies
		10 ii) Deptt. of Food & Nutrition	5. Centre For Women's Studies
		11 iii) Deptt. of Physiotherapy	6. Centre For Gender Studies
		12 iv) Deptt. of Optometry	7. Centre For Peace And Ethics in the Age of AI
		13 v) Deptt. of Medical Laboratory Technology	
		14 vi) Deptt. of Medical Radiology & Imaging Technology	
III. Faculty Council of PG & UG in Engineering and Technology	6. School of Engineering	15 i) Deptt. Civil Engineering	
		16 ii) Deptt. of Electronics & Communication Engineering	
		17 iii) Deptt. Electrical Engineering	
		18 iv) Deptt. of Mechanical Engineering	
IV. Faculty Council of PG and UG Studies in Humanities, Social Sciences, Management and Law	7. School of Management	19 i) Deptt. of Business Management	
	8. School of Humanities & Social Sciences	20 i) Deptt. of English	
		21 ii) Deptt. of Education	
		22 iii) Deptt. of Journalism & Mass Communication	
	9. School of Legal Studies		

X. Suggestions and Recommendations

- ❖ The University should prepare a comprehensive Institutional Development Plan (IDP)
- ❖ Effective deployment of an Enterprise Resource Planning (ERP) system
- ❖ Formulation and implement a comprehensive 'Code of Ethics' and 'Code of Conduct'
- ❖ The Schools and Departments should give more emphasis on academic and research collaborations with reputed national and international institutions, industries, and professional organizations through Memoranda of Understanding (MoUs)
- ❖ Establishment of a robust mechanism for monitoring student progression
- ❖ More encouragement to secure extramural research funding from national and international funding agencies
- ❖ Introduction of greater number of internship-integrated academic programmes in collaboration with industry and other relevant organizations
- ❖ Engagement of a larger number of Professors of Practice from industry, research organizations, and the professions
- ❖ Optimal utilization, maintenance, and shared use of high-end laboratory instruments.
- ❖ Provision of incentives to teachers, and seed money or start-up grants to newly recruited faculty
- ❖ Opening of new programmes or courses like PG programme on Environmental Engineering/disaster Management/Environmental Sustainability
- ❖ Incorporation of Students Satisfactory Survey and Feedback analysis, Internal Audit, etc.
- ❖ Few Solar Street Lamps may be installed in different Campus sites.
- ❖ The University may marked some of the patches of the garden inside the Campus as 'Butter Fly Garden'.

XI. Gratitude

The Committee members feel honoured and take this opportunity to express sincere thanks and gratitude to the University authorities for being invited to conduct the audit. They would also like to express their heartfelt thanks to all the faculty members and support staff for their wholehearted cooperation along with the hospitality that has been extended during the audit.

XII. Declaration

I agree with all the recommendations and observations mentioned in this report.

Date: 06/08/2025

Place: Swami Vivekananda University
Barrackpore



Signed by
Vice-Chancellor
Vice Chancellor
Swami Vivekananda University



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