

# TURKU HANSDA LAPSA HEMRAM MAHAVIDYALAY

( A Govt. Aided General Degree College affiliated to Burdwan University and registered u/s 2(f) & 12(B) of UGC Act, 1956)  
[Established in 2006 and Accredited 'B' by NAAC in 2016]

Vill-Madian, Mallarpur

PIN 731216, West Bengal

website- [www.thlmahavidyalay.ac.in](http://www.thlmahavidyalay.ac.in)



PO-Ganpur, Birbhum

Phone & Fax 03461-262175

email- [tlmprincipal@gmail.com](mailto:tlmprincipal@gmail.com)

## Criterion 6- Governance, Leadership and Management

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

#### Documents

#### 1. AAA External Report (2018-2023)

Dated:12-07-2024



*S. Sengupta*  
Teacher-in-charge  
THLH Mahavidyalay  
Madian, Mallarpur, Ganpur  
Birbhum, Pin- 731216, W.B.

**TURKU HANSDA LAPSA HEMRAM MAHAVIDYALAY  
MALLARPUR, BIRBHUM**

**ESTD. 2006**

**CONSOLIDATED  
ACADEMIC & ADMINISTRATIVE  
AUDIT REPORT  
[ACADEMIC YEARS: 2018-'19 TO 2022-'23]**

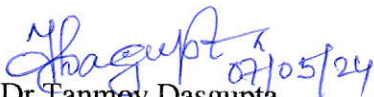
*Prepared by  
The Audit Committee  
The University of Burdwan  
Burdwan*

**Date: 07/05/2024**

## **REPORT ON ACADEMIC & ADMINISTRATIVE AUDIT**

### **CERTIFICATE**

*This is to certify that the Academic & Administrative Audit Report of Turku Hansda Lapsa Hemram Mahavidyalay, Madian, Mallarpur, Birbhum (AISHE Code: C-44645), is based on the original data collected during the sessions of 2018-'19 to 2022-'23. This has been independently assessed and is applicable to the service range of providing quality Education, Training and Mental Support to the students for their enriched future and career. Further, it is certified that the baseline data was prepared by Internal Quality Assurance Cell (IQAC) of Turku Hansda Lapsa Hemram Mahavidyalay, Mallarpur and submitted to us. The content of the baseline data of the study has been personally verified by the Expert Team constituted by the University of Burdwan for validity and reliability. The data used in the study are original in nature and have not been presented or published elsewhere. Departmental Profiles are used in the report which are taken by the Institutional Academic Audit Team during preparing their Report of the concerned academic years of 2018-'19 to 2022-'23.*

  
07/05/24

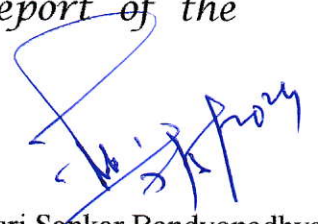
Dr Tanmoy Dasgupta  
Professor & Head  
Deptt. of Business Administration  
The University of Burdwan  
Burdwan

**Dr. Tanmoy Dasgupta**  
Professor  
Dept. Of Business Administration  
The University of Burdwan  
Burdwan - 713104, W.B.

  
07/05/24

Dr Apurba Ratan Ghosh  
Professor & Head  
Deptt. of Environmental Science  
The University of Burdwan  
Burdwan

**Professor & Head**  
**Deptt. Enviornmental Sc.**  
**The University of Burdwan**  
**Burdwan, W.B.**

  
07/05/24

Dr Gouri Sankar Bandyopadhyay  
Principal  
Syamsundar College  
Shyamsundar  
Purba Bardhaman

**Dr. Gouri Sankar Bandyopadhyay**  
**Principal**  
**Syamsundar College**  
**P.O.-Shyamsundar, Dist.-Purba Bardhaman**  
**W.B. 713424**

Date: 07/05/2024

To  
DR SUMAN MUKHERJEE  
Teacher-In-Charge  
Turku Hansda Lapsa Hemram Mahavidyalay  
Madian, Mallarpur  
Ganpur, Birbhum  
West Bengal

Website: [www.thlmahavidyalay.ac.in](http://www.thlmahavidyalay.ac.in)  
E-mail: [tlmprincipal@gmail.com](mailto:tlmprincipal@gmail.com)

Subject: Audit Report Submission by the University Audit Team

Sir

After verification of all the aspects in the College and necessary assessment of the report on "Academic & Administrative Audit" submitted by your College for the academic years 2018-'19 to 2022-'23, we are hereby submitting the Report on "Academic & Administrative Audit" of your College for the years 2018-'19 to 2022-'23 in the attached sheet for your kind perusal and further necessary action at your end.

We request you to please acknowledge and oblige.

Thanks and regards,

Yours sincerely,



Dr Tanmoy Dasgupta  
Professor & Head  
Deptt. of Business Administration  
The University of Burdwan  
Burdwan

**Dr. Tanmoy Dasgupta**  
Professor  
Dept. Of Business Administration  
The University of Burdwan  
Burdwan - 713104, W.B.



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Dr Gouri Sankar Bandyopadhyay  
Principal  
Syamsundar College  
Shyamsundar

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**Syamsundar College**  
**P.O.-Shyamsundar, Dist.-Purba Bardhaman**  
**W.B. 713424**


## Schedule for Academic & Administrative Audit

(May 07, 2024)


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

  
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## **I. Introduction**

### ***Prelude***

Turku Hansda Lapsa Hemram Mahavidyalay, Madian, Mallarpur, Birbhum was established on 1<sup>st</sup> of August 2006 as general degree college to cater the need of higher education to the socio-economically backward class of rural students. The College was named after the two great tribal leaders Turku Hansda and Lapsa Hemram. The College possesses a beautiful lush green ambience. The canopy of shal and mahuya forest provides carbon neutrality and also hosts a wide variety of birds. Presently, there are 8 subjects with Honours and 3 General subjects and one professional course on Physical Education. It is affiliated to the University of Burdwan. During these two decades College has developed an infrastructure accommodating different subjects; now it stands as a testament to the commitment to educational accessibility, addressing the needs of the local students and fostering a conducive environment for higher learning.

Library has a Reading Zone for students and teachers, one playground, courts for playing outdoor games. College possesses a green ambience and a pond inside. College provides academic facilities like learning atmosphere, partially automated Library facility, etc.

In 2016, during First Cycle of NAAC accreditation College obtained a Grade of B and now is preparing for Second Cycle of assessment. The College voluntarily has started the academic & administrative audit for the last few years of 2018-'19 to 2022-'23 to look into its strengths and weaknesses and identify the scope of further improvement.

## **II. Audit Committee**

The authority of the University of Burdwan has constituted a three-member committee to conduct Academic & Administrative Audit of the Turku Hansda Lapsa Hemram Mahavidyalay, Madian, Mallarpur, Birbhum. The Audit Committee is comprised the following members:

- (i) Dr Tanmoy Dasgupta, Professor & Ex-Head, Deptt. of Business Administration, The University of Burdwan, Burdwan.
- (ii) Dr Apurba Ratan Ghosh, Professor & Head, Deptt. of Environmental Science, The University of Burdwan, Burdwan.
- (iii) Dr Gouri Sankar Bandyopadhyay, Principal, Shyamsundar College, Shyamsundar, Purba Bardhaman

## **III. Objective & Scope of the Audit**

Preliminary meeting was held in presence of Dr Suman Mukherjee, Teacher-in-Charge and IQAC Coordinator & other faculty members on 07-05-2024 at 11.30 am. Dr Mukherjee has outlined the broad objectives of the academic audit as an assessment of the College. Accordingly, the audit team members decided to look into the prevailing situation at the College to assess the following aspects in course of the audit.

### ***Scope***

- Methodology of teaching and learning adopted for the different courses run by the

- Functioning of IQAC towards institutionalization and internalization of quality enhancement in the institution
- Functioning of the administrative committees including Finance section
- Functioning of the laboratories and computer facilities
- Examination and Evaluation system
- Activities of the Internal Quality Assurance Cell
- Central Library and the sports facilities
- Outreach Programmes conducted by NCC and NSS
- Alumni/ae and their contributions to the College
- 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 College.

#### **IV. Methodology**

At the meeting with the Teacher-in-Charge, Dr Suman Mukherjee, the Coordinator-IQAC, and other faculty members, officials, a discussion was made with the Teacher-in-Charge which gave a general and broad profile of the facilities and activities of the College. The new facilities added are in the process of being developed were also noted by the audit team.

The Audit team visited the various departments and facilities, Office, physical facilities and had brief interactions with the faculty of each department, and the support staff. Visits to the laboratories, computer facilities, the Library and some of the other facilities of the College were accommodated in the schedule arranged by the College to enable the Audit Committee to acquire relevant first-hand information.

Based on the departmental profile, information/data presented by the Head/Coordinator, from the available documents and the interactions with the Head/Coordinator relating to different components of the department/institution, the Audit Committee has made a sincere endeavour to put forward certain views, observations and recommendations in the body of this report with expectations that these recommendations, when implemented, will best serve the interest of the College as intended.

#### **V. Goals of the College**

- i. Provide an inclusive educational environment; enhance the strength and capabilities of the students coming from rural/diverse socio-economic backgrounds.
- ii. In pursuit of an inclusive developmental mode, the College teaches its students to appreciate, respect and promote the perspectives, rights and dignities of each individual.
- iii. Encourage students to realize their own potential.
- iv. Prepare students to become analytical and responsible citizens.
- v. Build an empowered young generation who can act as an essential component for the sustainable development of the society.
- vi. Promote teamwork and collaborative learning among the students and nurture a community of learners motivated by a quest for academic excellence.

#### **VI. Awards and Accolades**

While the institution has received several awards and accolades, the first award was received in 2016 from the

## VII. New Horizons

The College has one campus with fairly equipped with gadgets and amenities to house teaching-learning activities.

## VIII. Management

The College has two decision making bodies:

- Governing Body
- Internal Quality Assurance Cell

The various aspects of the Academic affairs and administration of the College are organized and looked after by the different committees constituted by the Members of the Management and Faculty.

## IX. College Vision & Mission

To emerge as an integrated institution that aims to not only cater to the holistic necessities of the future youths but also to nurture and unearth their inherent potential to help them present themselves as well-balanced and promising citizens of our growing country

### Mission of the College

- Nurturing the minds of its rural students by offering them adequate opportunities
- Developing into empowered individuals capable of being humane and visionary citizens
- Monitoring the students to mature into a person of competence and compassion
- Training to face the challenges of life and have the capacity to become the pillars of the society

## X. Observations

Observations based on the documents provided by the College authorities and meeting with the different stakeholders of the College on May 7, 2024 are given below.

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

College campus consists of the following sections -

*a. Campus & Campus facilities -*

Academic Building

Science Building: Mathematics, Physics & Chemistry

Arts Building: Bengali, English, Santali, Sanskrit, History, Geography, Philosophy & Political Science

Library Building: Central Library, Departmental Library & Reading Room

Sports Complex: Physical Education

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



Car parking and Cycle Shed

Ramp at ground floor

One Green Generator

Green area including age-old plants, medicinal garden, Rose garden and Water Body etc.

The College comprises the total campus area of 6.034 Acres (24417.61 sq. m) with a built-up area of 12078.8 sq. m maintaining a green area of 1486 sq. m.

## 2. Distinctiveness of Institutional achievements

- The College was founded in 2006 and affiliated to the University of Burdwan.
- Since its establishment the College has made some improvement in the field of education in India based on the tenet's commitment, care and service.
- College runs two academic programmes viz., Arts and Science and one professional course.
- Departments are organizing seminar/ series of lectures/ webinars on regular basis to motivate the students.
- Some of the faculty members are publishing their research articles in UGC Care listed journals, book chapters having proper ISBN, conference proceedings, etc.
- College has installed SOLAR System-off-grid and Solar Street Lamps, six in number
- College maintains greenery in and around the campus.
- College maintains one Garden, Fruit plants, etc., within the campus and also motivate the students in campus cleaning programs and pollution free campus.
- All teaching and non-teaching staff members, and students are aware about cleanliness and hygiene, water conservation, etc.
- College has Rainwater Harvesting System.
- College provides free Wi-Fi facility with a bandwidth of >100 Mbps.
- Library is semi-automated using Integrated Library Management System (ILMS) Data, at present library has a total of 9920 printed books. Library uses SOUL 3.0.
- No new minor or major projects during the year of assessment.
- College has introduced **25** Add-on courses for creation/generation of job opportunities and become employable.
- Overall pass percentage is satisfactory.
- Most of the teachers are well-experienced; 12 teachers have been awarded PhD.
- Few teachers pursue research works in their personal capacity.
- The support staffs are very happy with the College Administration.
- College has two units of NSS and one unit of NCC and are efficiently undertaking community services; they conduct outreach programmes on regular basis; organize Green Campus Programs and maintain one adopted village also.
- Some of the best practices such as campus cleaning, maintaining tree plantation, floral biodiversity register, and introducing plastic free zone, No Smoking Zone, etc., are followed in the campus.
- College has Alumni Association, established on 2015.
- All teaching and non-teaching staff members, and students are aware about cleanliness and hygiene, water conservation, etc.
- The IQAC conducts its tasks efficiently

- There are total 33 Classrooms, 02 Halls, 03 ICT enabled Class rooms, 04 laboratories including Computer Lab.
- Total no. of permanent teachers is 40 against 41 sanctioned posts, 25 SACT members and 12 non-teaching staff members.

### 3. Critical Observations

Observations based on the documents provided by the college authorities and meeting with the different stakeholders of the College on May 7, 2024 are given below:

- ✓ College must be more focussed on setting its Vision and Mission statements and has to make a good linkage of missions for reaching the goals.
- ✓ College has to prepare planning and implementation strategies for quality enhancement of the institute through ERP.
- ✓ College has to prepare its own 'Ethics & Code of Conduct' for all stakeholders as per University guidelines.
- ✓ Faculty member of some subjects may contribute as BoS of the University of Burdwan.
- ✓ Student progression in some subjects are satisfactory.
- ✓ Departments are requested to be more concern about their SWOC analysis.
- ✓ Department should take more initiative to prepare progression of the students in regard to academic as well as employment.
- ✓ More number of teachers will be included in the University administration/academic part.
- ✓ More number of skill development courses be introduced for the benefit of the students and creation of job opportunities.

### 4. Courses of learning

Table 1: Departments in the College Stream	Programme	Total
<b>Arts</b>		<b>09</b>
B. A. Bengali [Hons.& Gen.]	UG	
B. A. English [Hons.& Gen.]	do	
B. A. Sanskrit [Hons.& Gen.]	do	
B. A. Santali [Hons.& Gen.]do		
B. A. Geography [Hons. & Gen.]	do	
B. A. History [Hons.& Gen.]	do	
B. A. Philosophy [Hons.& Gen.]	do	
B. A. Political Science [Gen.]	do	
B.A. Physical Education [Gen.]		
<b>Science</b>		<b>03</b>
B. Sc. Chemistry [Gen.]		
B. Sc. Mathematics [Hons.& Gen.]		
B. Sc. Physics [Gen.]		
<b>TOTAL</b>		<b>12</b>

## 5. Assessment of Courses

### Language groups

#### a. B.A.

- ❖ Vision and Mission of the departments be reframed
- ❖ Student progression from UG to PG is not satisfactory.
- ❖ Some of the teachers are well experienced and with PhD degrees.
- ❖ Students' enrichment programmes be conducted more for the benefit and exposure of them.
- ❖ Faculty members should be encouraged to publish more research articles in the UGC care listed journals.
- ❖ New topics be proposed to be added during syllabi orientation after getting feedbacks from alumni, passed and final year students.
- ❖ More emphasis on Career counselling be given.
- ❖ Placement process be initiated by the College authority.

### Humanities and Social Sciences

#### b. B.A.

- ❖ Vision and Mission of the departments be more focussed.
- ❖ Records of student progression from UG to PG be maintained on regular basis.
- ❖ Departments are conducting seminars/webinars on regular basis.
- ❖ More Students' enrichment programmes be conducted for their benefit and exposure.
- ❖ Faculty members should be encouraged to publish their research articles in the UGC care listed journals.
- ❖ Teachers should take initiative to publish chapters in books, and in edited volumes.
- ❖ Senior faculty members will take initiative to incorporate the relevant new topics in the syllabi for the subject enrichment, skill orientation and more job opportunities and development of entrepreneurship amongst the students.
- ❖ Placement process, counselling be initiated by the College authority.
- ❖ Sports achievements are satisfactory – College became Runner in Inter College Football Meet once, 5 times Kho kho games, etc.

### Science subjects

#### c. B.Sc.

- ❖ A good number of teachers are having PhD (30%) and possess years of experiences in teaching.
- ❖ Some academicians be invited for innovation in teaching-learning process/enrichment programmes for the benefit of the students.
- ❖ Initiative should be taken for major/minor research projects.
- ❖ Publications of research papers in reputed/UGC enlisted journals are not satisfactory.
- ❖ Students will be engaged in in-house projects/internship/field survey for experimental, problem-solving learning.
- ❖ Students' progression will be taken care off; teachers are requested to maintain more liaison with the students to keep their records of achievements/job *etc.*
- ❖ Logbook for each equipment/ computer users be maintained and students must be equipped with the knowledge/knowhow to handle the instruments.
- ❖ Students be encouraged for preparation of competitive examinations.
- ❖ Research activities be strengthened amongst the faculty members.
- ❖ 'Soil and Water Testing' process be developed for making the outreach programmes in serving the society, local people and Chemistry Department be associated with this programmes.
- ❖ Department should choose more skill-oriented courses, field-oriented studies for the

## 6. Suggestions

However, after detailed paper examinations and physical verification it is noted that, some of the academic practices are required to be followed by the College very seriously in consonance with NAAC criteria. In addition, certain processes could benefit from further review in order to improve their efficiency, fairness and consistency.

- ✦ College is required to implement ERP for better functioning.
- ✦ 'Ethics & Code of Conduct' for all stakeholders be framed following the University Guidelines.
- ✦ Faculty members should take initiatives to prepare the proposals of Research Projects; there are no new minor or major projects during the year of assessment.
- ✦ More number of Add-on courses be introduced for generation of employability opportunities.
- ✦ Wall Magazines be published on regular basis.
- ✦ Composition of the IQAC be followed as per guidelines, and functioning be strengthened for effective management of the institute.
- ✦ Orientation programmes for the new entrants should be organized.
- ✦ In some committees representatives of the students and alumni be introduced.
- ✦ College has to take care of disposing the wastes in and around the campus through local panchayat.

## 7. Strengths & Opportunities for Improvements

### *Strengths*

The audit committee is satisfied with the inherent strengths of the College and these are mentioned below:

- ✓ Forward looking and visionary leadership of the College authority
- ✓ Willingness of leadership for all round continuous quality improvement
- ✓ Apolitical ambience of the College
- ✓ Good and competent teaching faculty using updated pedagogy with supportive IT facility.
- ✓ Committed and supportive non-teaching staff
- ✓ Academically above-average students use to abide by the rules and code of conduct of the College.
- ✓ Proper cleanliness of the campus
- ✓ Non-teaching staff members are equipped with computer orientation for their day-day work.
- ✓ NSS&NCC units are active.

### *Opportunities for Improvement*

The College can easily raise the bar of its achievement if the following points are taken care of:

- ✓ More research initiatives
- ✓ More publications
- ✓ Innovations in teaching-learning
- ✓ Initiation of skill-development programmes
- ✓ Framing of more number of Add-on courses focussing the employability opportunity of the students

### 13. General Conclusion

- The College has good ambience of teaching-learning process.
- Student discipline is satisfactory.
- Stands out as an institution of academic excellence
- Emphasis on skill development/job-oriented programmes

### 14. Declaration

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

Date: 07/05/2024

Place: Turku Hansda Lapsa Hemram Mahavidyalay  
Madian, Ganpur, Birbhum



*Suman Mukherjee*  
07/05/24

Signed by  
Teacher-in-Charge with Seal

**Dr Suman Mukherjee**  
Teacher-in-Charge  
Turku Hansda Lapsa Hemram Mahavidyalay  
Mallarpur, Birbhum-731216

### 15. Gratitude

The Committee members feel honoured and take this opportunity to express sincere thanks and gratitude to the College 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.

*Tanmoy Dasgupta*  
07/05/24

Dr Tanmoy Dasgupta  
Professor & Head  
Deptt. of Business Administration  
The University of Burdwan  
Burdwan

*Dr. Tanmoy Dasgupta*  
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*Gouri Sankar Bandyopadhyay*  
07/05/24

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PO-Ganpur, Birbhum

Phone & Fax- 03461-262175

[t1mprincipal@gmail.com](mailto:t1mprincipal@gmail.com)

Ref. No. THLHM / 1(B)/3939

Date 18.03.2024

To  
The Registrar  
The University of Burdwan  
Rajbati, Purba Bardhaman

Prayer for conducting Academic & Administrative Audit (AAA) and Green Audit in our college for NAAC Purpose

Sir,

With due respect we would like to inform you that our college is going to face the NAAC Cycle-II visit and we will have to submit the SSR within April, 2024 as per the directives from NAAC. In this regard, we require Academic & Administrative Audit (AAA) and Green Audit Reports. We shall be highly obliged if you kindly take necessary actions regarding this matter as early as possible.

With thanks and regards,

*Suman Mukherjee* 18/03/24

(Dr Suman Mukherjee)

Teacher-in-Charge

THLH Mahavidyalay

Mallarpur, Birbhum-731216

Teacher-in-Charge

Turku Hansda Lapsa Hemram Mahavidyalay

Mallarpur, Birbhum-731216

Encl: Relevant GB Resolution

*Received*

*X. Maji* 19/03/24

Registrar's Secretariat  
The University of Burdwan  
Rajbati, Burdwan



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*Relevant portions of the resolution adopted by the Governing Body of the college on 11/01/2024*

*Hon'ble MLA Sri Abhijit Ray, President of the GB took the chair and the meeting started.*

**Resolution no: 13 Misc.**

*It was unanimously decided to conduct Internal Audit, Academic & Administrative Audit (AAA) and Green Audit for upcoming NAAC visit in THLH Mahavidyalay.*

*Resolved that the Teacher-in-Charge be requested to take necessary step in this regards.*

*Certified from the true copy.*

*S/D President, GB*

*Attended*

*Suman Mukherjee*  
*18/03/24*

**Dr Suman Mukherjee**  
Teacher-in-Charge  
Turku Hansda Lapsa Hemram Mahavidyalay  
Mallarpur, Birbhum-731216

