



# Khatra Adibasi Mahavidyalaya

Khatra, Bankura, West Bengal

## Department of Political Science

### Academic Audit: 2021–2022



# Academic Audit: - Department of Political Science

Period of Audit: 2021-2022

## I - COLLEGE PROFILE (To be filled in by the IQAC Coordinator)

1	Name of the Department, Website, email and Ph. No.	Department: Political Science E-mail: <a href="mailto:pols.saiful@kamv.ac.in">pols.saiful@kamv.ac.in</a> Phone no: 9153522409				
2	Name of the HOD, email & Mob. No.	Name: Saiful Ansari E-mail: <a href="mailto:pols.saiful@kamv.ac.in">pols.saiful@kamv.ac.in</a> Mobile No: 9153522409				
3	Name of the IQAC Coordinator, email & Mob. No.	Name: Dr. Alope Bhowmik E-mail: <a href="mailto:aloke.b05@rediffmail.com">aloke.b05@rediffmail.com</a> Mobile No: 9475623715				
4	Year of Establishment/ Year of Affiliation	1979				
5	NAAC Grade with Cycle, Accredited Year (if not Accredited Status of Preparations)	Grade B+ (2.64) Cycle 2, 2016				
6	UGC Recognition (2F & 12 B)	YES				
7	Departmental Working Hours (if shift system, mention details of both shifts & give reasons for shift system)	10.00 a.m-5.00 p.m. (Monday to Saturday)				
8	No. of Posts Sanctioned for the Department and Present Strength of the Department: (Annexure 1)			Govt. Approved Sanctioned teaching post	Present strength	
		Full time Teacher:		02	01	
		Govt. approved SACT:		01	01	
		Invitee Lecturer:		NA	Nil	
9	Course wise & Year wise <u>enrolled</u> students-strength particulars	No. of Students [Honours] + {General/Programme}	Year	2 <sup>nd</sup> Semester	4 <sup>th</sup> Semester	6 <sup>th</sup> Semester
	Course wise & Year wise <u>passed</u> students- strength particulars		21-22			



<b>II-CURRICULAR ASPECTS</b> (with Attachments)	<b>Statement</b>	<b>Impression Recommendation</b> <b>Remark by Academic Advisors</b>	<b>Status</b>
1 Departmental Annual Curricular Plan	<p>The department follows the curriculum and syllabus as prescribed by the affiliating university (Bankura University). In each semester the syllabus is distributed in modules and the stipulated syllabus is completed, and the topics are taught as per the credits allocated to each topic.</p> <p>Distribution of syllabus in modules and unitization of syllabus were prepared well before the commencement of classes and executed in a planned and systematic manner (<b>Annexure 2</b>). A departmental meeting regarding the construction of the routine 4th Semester was held on 17/02/2021. A departmental meeting regarding the distribution of the syllabus and construction of routine for the 3rd Semester was held on 26/08/2021 and 10/11/2021. Other departmental meetings were held on 8/07/2021 and 7/12/2021. PO, CO &amp; PSO were also formulated (<b>Annexure 3</b>).</p>		
2 Departmental Activities and Records of students' and Teachers' participation for the Academic Year	<p>Every activity is recorded such as Departmental teacher's meetings, Departmental seminars, Syllabus module, student seminars, Class Tests, Meetings of committees related to Parent-student-teachers formed by the department, etc. some Departmental meetings were held on 8/07/2021 and 26/08/2021 through online mode (Google Meet) but few Departmental meetings were held on 10/11/2021, 7/12/2021 and 17/02/2022 through offline mode. The parent-teacher meeting was held on 26/03/2022.</p> <p>Internal examination Assignment programme and Honours student of 3rd Semester and 5<sup>th</sup></p>		



		<p>Semester students was held on 17/12/2021 to 22/12/2021. Internal examination Assignment programmes and Honours student of 1<sup>st</sup> Semester students was held on 16/1/2022 to 24/12/2022. Internal examination Assignment of 2<sup>nd</sup> Semester, 4<sup>th</sup> Semester &amp; 6<sup>th</sup> Semester students was held on 10/05/2022 to 12/05/2022. <b>(Annexture-4)</b> The One-Day Institutional Level Seminar focused on "World Consumer Day" was organized by Department of Economics, Commerce and Political Science under the aegis of IQAC, Khatra Adibasi Mahavidyalaya on 15.03.2022.</p>		
3	Add-on/Certificate Courses completed during Academic Year	NIL		
4	Plan for introduction of new Add-on/Certificate Courses in Academic Year	NIL		
5	Coverage of Syllabus (Average Percentage)	<p>Syllabus is covered for all courses of UG program within the stipulated time period. In each semester 100% syllabus is completed. 3<sup>rd</sup> semester classes began on 1/09/2021, syllabus was completed on 11/01/2022 and classes were dissolved on 12/01/2022. 4<sup>th</sup> semester classes began on 2/03/2022, syllabus was completed on 30/05/2022 and classes were dissolved on 31/06/2022.</p>		
6	Maintenance of Student Attendance Registers	<p>Day to day attendance is recorded in the Student Attendance Registers. Students were made aware about the importance of their percentage of attendance in classes in the Mentor-Mentee meetings held on 7/10/2021.</p>		
7	Feedback forms on Mentorship from students	Yes (Annexure 5)		



<b>III - TEACHING, LEARNING &amp; EVALUATION</b> (with Attachments)	<b>Statement</b>	<b>Impression Recommendation Remark by Academic Advisors</b>	<b>Status</b>
1	Teaching Diaries & Plans in the Prescribed Formats	Record of Plan of Action and Achieved of each session is well maintained by the department.	
2	Co-Curricular Activities (Departmental Level)	Students of the department participated in different cultural programmes held in the college in the session 2022-2023. (a) Celebrate the World Consumer Right Day on 15/03/2022.	
3	Degrees offered	UG programs are run by the department.	
4	Conduct of Internal Examinations- continuous assessment & Mid-Term Test	Continuous assessment is carried out by the department in the form of Class Test carried out in written form as well as verbally. Internal assessment examinations are held in the form of assignments and viva-voce. Internal examination Assignment programme and Honours student of 3rd Semester and 5 <sup>th</sup> Semester students was held on 17/12/2021 to 22/12/2021. Internal examination Assignment programmes and Honours student of 1 <sup>st</sup> Semester students was held on 16/1/2022 to 24/12/2022. Internal examination Assignment of 2 <sup>nd</sup> Semester, 4 <sup>th</sup> Semester & 6 <sup>th</sup> Semester students was held on 10/05/2022 to 12/05/2022.	
5	Remedial Classes	Remedial classes are conducted for each semester on the basis of suggestions provided by the student representatives who propose the topics that require special attention. Sometimes in the remedial classes, evaluated and assessed answer scripts are shown to the students for their self-analysis and better understanding of the subject.	
6	Record of Mentoring of students by teachers	Record of mentoring of students by teachers is maintained by the department. However, mentoring is also provided outside the class. Mentor- Mentee meeting notice issue on 4/10/2021. 1 <sup>st</sup> , 3 <sup>rd</sup> and 5 <sup>th</sup> semester meeting were held on 7/10/2021.	
7	Result Analysis	Result analysis is done according to the result sheet provided by the University ( <b>Annexure 6</b> ). After critical analysis of the results, the students are advised about how to improve in the University examination.	




IV - RESEARCH AND CONSULTANCY (with Attachments)		Statement						Impression / Recommendation / Remark by Academic Advisors			Status
1	No. of Research Guides in the Department	Nil									
2	No. of Faculty registered for Ph. D	Nil									
3	Number of Major/Minor/Other Research Projects	Major		Minor		Others					
		Nil		Nil		Nil					
4	Number of Research Papers Published in Academic year (Internationals/Nationals Journals)	International		National		State Level					
		Nil		Nil		Nil					
5	Number of Papers Presented in Academic year 2020-2021 (International/National/State Level Conference) (attach details) <b>(Annexure 6)</b>	International		National		State Level					
		Nil		Nil		Nil					
6	Number of Books Published in Academic year 2021-2022 (Single Author/Co Author) (attach details)	As a Single Author			As a Co-Author						
		Nil			Nil						
7	Number of Book Chapters Published in Academic year 2021-2022 <b>(Annexure 7)</b>	Nil									
8	Number of Seminars / Workshops / Training Program Conducted in the Academic year (International / National / State) (attach details) [ I – International, N – National, S – State Level]	Seminars			Workshops			Training Program			
		I	N	S	I	N	S	I	N	S	
		Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	
9	Student Seminars/ Departmental Seminar/Workshop/ Exhibition/ Project in the Academic Year (other than University)	Seminar		Workshop		Exhibition		Project			
		Nil		Nil		Nil		Nil			
10	Record of Consultancy in Academic year (attach details)	Nil									
11	Record of MOUs in Academic year (attach details)	Nil									





**Recommendation/Suggestions by Academic Advisors**

1	Suggestions for improvement /progress of the department	Sheet attached		
		Signatures of Academic Advisor with designation	Seal	
2		1	 Principal Jamini Roy College Bellatore, Bankura (W.B.)	
		2		
3		3		

Signature of the HOD with date




10.08.2022

**Head  
Department of Political Science  
Khatra Adibasi Mahavidyalaya**

Signature of the Principal with date



10/8/2022  
Khatra Adibasi Mahavidyalaya  
Khatra, Bankura



Coordinator  
IQAC  
Khatra Adibasi Mahavidyalaya  
Khatra : Bankura





### Declaration by the Principal

On behalf of the College Governing Body and as Institutional Head, I will forward the observations by the Academic Advisors to IQAC and also to the Governing Body of the Institution for further necessary action regarding Academic development of the department.

Date:

  
Signature of Principal 10/03/2022  
Principal  
Khatra Adibasi Mahavidyalaya  
Khatra, Bankura

Annexure 1:

**Staff Pattern of Department of Political Science**



Faculty profile with name, qualification, designation, specialization (D.Sc./ D.Litt./ Ph.D/ M.Phil. etc.,)					
Name	Qualification	Designation	Specialization	Date of Joining	No. of Ph.D. Students guided for the last 4 years
Saiful Ansari	M.A	Assistant Professor	Indian Constitution, Public Administration, International Relation	13/09/2019	Nil
Gurudas Mandal	M.A	SACT	Western Political Thought, Local Politics, Rural Administration	01/01/2020	Nil

Annexure 2:

**Syllabus Module**

**Link:**

[https://kamv.ac.in/dept\\_catg/1719165293\\_POL%20SC%20SYLLABUS%20MODULE%202021-22%20\(1\).pdf](https://kamv.ac.in/dept_catg/1719165293_POL%20SC%20SYLLABUS%20MODULE%202021-22%20(1).pdf)

Annexure3:

**Course Outcome and Programme Outcome**

**(CO, PO)**

Link for CO, PO of CBCS Syllabus for Three Years Undergraduate Course in Political Science Programme under Bankura University (w.e.f. 2017):

[https://kamv.ac.in/co\\_po/1715422414\\_Political%20Science%20Programme%20Outcome%202021-22.pdf](https://kamv.ac.in/co_po/1715422414_Political%20Science%20Programme%20Outcome%202021-22.pdf)





**Annexure 6:**  
**Result Analysis**

**Result Analysis of Political Science Department 2021-2022:**

<b>Name of the Course/programme</b>	<b>Total No. of Students Appeared</b>	<b>No of Students Passed</b>	<b>No of Students Fail</b>	<b>Pass Percentage</b>
U.G. 1 <sup>th</sup> Sem Programme	14	14	0	100%
U.G. 2 <sup>nd</sup> Sem Programme	13	13	0	100%
U.G. 3 <sup>rd</sup> Sem Programme	13	13	0	100%
U.G. 4 <sup>th</sup> Sem Programme	13	13	0	100%
U.G. 5 <sup>th</sup> Sem Programme	09	07	02	85%
U.G. 6 <sup>th</sup> Sem Programme	07	07	0	100%