



Khatra Adibasi Mahavidyalaya

Khatra, Bankura, West Bengal

Department of English

Academic Audit: 2018-19


Academic Audit of Department of English

Period of Audit: 2018-19



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

1	Name of the Department, Website, email and Ph. No.	Department: English E-mail: tuhinmajumdar87@gmail.com Phone no: 7044335241				
2	Name of the HOD, email & Mob. No.	Name: Dr. Tuhin Majumdar E-mail: tuhinmajumdar87@gmail.com Mobile No: 7044335241				
3	Name of the IQAC Coordinator, email & Mob. No.	Name: Dr. Alope Bhowmik E-mail: alokcbhowmik.b05@gmail.com Mobile No: 9475623715				
4	Year of Establishment/ Year of Affiliation	BA General in English (1979); BA Hons. in English (2005)				
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:	03	02		
		PTT:	02	02		
		Guest Lecturer:	01	01		
9	Course wise & Year wise Registered Students	No. of Students Honours	Year	1 st Sem (BKU)	3 rd Sem (BKU)	Part III (BU)
	Passed Students in 2019		2018-2019	42	47	32

II- CURRICULAR ASPECTS(with Attachments)	Session	Statement	Impression/Recommendation/ Remark by Academic Advisors	Status
1 Departmental Annual Curricular Plans	18-19	<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 are prepared well before the commencement of classes and executed in a planned and systematic manner (Annexure 2).</p> <p>Departmental meeting regarding the distribution of the syllabus of all students was held on 26.07.18 PO, CO & PSO were also formulated (Annexure 3) for 1st & 3rd Semesters and Part III Burdwan University.</p> <p>Departmental meeting regarding the distribution of the syllabus of all students was held on 04.12.2018. PO, CO & PSO were also formulated (Annexure 3) for 2nd & 4th Semesters.</p> <p><i>Subsequent Meetings of the Dept.:</i> 05/01/2019, 21.06.2019</p>		
2 Departmental Activities and Records of students' and Teachers' participation for the Academic Year	18-19	<p>Every activity is recorded such as Orientation Programme, Departmental meetings, Departmental Seminar, Student-Seminar, Class Tests, Meetings of committees etc.</p> <p>Orientation Programme was held on 06/08/2018.</p> <p>Internal examination of 1st & 3rd Semester students was held on 24/09/2018 to 29/09/2018.</p> <p>Internal examination of 2nd & 4th Semester students was held on 25/03/2019 to 30/03/2019.</p>		

3	Add-on/Certificate Courses completed during Academic Year	18-19	NIL		
4	Plan for introduction of new Add-on/Certificate Courses in Academic Year	18-19	NIL		
5	Coverage of Syllabus (Average Percentage)	18-19	Syllabus is covered for all courses of UG program within the stipulated time period. In each semester 100% syllabus is completed.		
6	Maintenance of Student Attendance Registers	18-19	Day to day attendance is recorded in the Student Attendance Registers. Students were made aware about the importance of their percentage of attendance in their classes.		



III - TEACHING, LEARNING & EVALUATION (with Attachments)		Year	Statement	Impression/Recommendation/Remark by Academic Advisors	Status
1	Teaching Diaries & Plans in the Prescribed Formats	18-19	Record of Plan of Action and Achieved of each session is well maintained by the department and also reflected in website.		
2	Co-Curricular Activities (Departmental Level)	18-19	Students of the department participated in various co-curricular activities as follows Student Seminar on "Travesties in Shakespearean Comedy" was held on 05.03.2019 Wall Magazine Muse was also inaugurated 06.03.2019.		
3	Degrees offered	18-19	BA Hons. and General		

4	Conduct of Internal Examinations-continuous assessment & Mid-Term Test	18-19	<p>Continuous assessment is carried out by the department in the form of Class Test carried out in written form as well as verbally.</p> <p>Internal assessment examinations are held in the form of assignments and viva-voce. Internal examination of 1st & 3rd Semester students was held on 24/09/2018 to 29/09/2018.</p> <p>Internal examinations of 2nd & 4th Semester students were held on 25/03/2019 to 30/03/2019.</p>		
5	Result Analysis	18-19	Result analysis is done according to the result sheet provided by the University (Annexure 4). After critical analysis of the results in departmental meeting, the students are advised about how to improve in the University examination.		

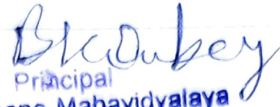

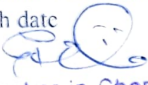



IV - RESEARCH AND CONSULTANCY (with Attachments)		Yr	Statement			Impression/Recommendation/Remark by Academic Advisors	Status
1	No. of Research Guides in the Department	18-19	Nil				
2	No. of Faculty registered for Ph. D		1 Ujjwal Biswas from NIT, Durgapur				
3	Number of Major/Minor/Other Research Projects		Major	Minor	Others		
			Nil	Nil	Nil		
4	Number of Research Papers Published in (Internationals/Nationals Journals)	International	National	State Level			
		Nil	Nil	Nil			



5	Number of Papers Presented in (International/National/State Level Conference) [Annexure 5]	18-19	International	National	State Level							
			01	02	Nil							
6	Number of Books Published in (Single Author/Co Author)		As a Single Author		As a Co-Author							
			Nil		Nil							
7	Number of Book Chapters		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	
			0	0	0	0	0	0	0	0	0	
9	Student Seminars/ Departmental Seminar/Workshop/ Exhibition/ Project in the Academic Year (other than University)	Year	Seminar	Workshop	Exhibition	Project						
		18-19	1 Student Seminar 05.03.2019 1 Departmental Seminar 05.04.18	Nil	1 Wall Magazine Exhibited	Nil						
10	Record of Consultancy in Academic year (attach details)	18-19	Nil									
11	Record of MoUs in Academic year (attach details)	18-19	1 with Onda Thana Mahavidyalaya									


Recommendation/Suggestions by Academic Advisors

Suggestions for improvement /progress of the department	Sheet attached	
	Signatures of Academic Advisor with designation	Seal
	 Principal Onda Thana Mahavidyalaya P.O.-Murakata, Dist.-Bankura	
Signature of the HOD with date  Tuhin K. Mondal 14.8.19 Department of English Khatra Adibasi Mahavidyalaya Signature of the Teacher-in-Charge with date  Alau Bhaskar 14.08.2019 Teacher-in-Charge Khatra Adibasi Mahavidyalaya Khatra, Bankura	 Alau Bhaskar Co-ordinator IQ.A.C 14.08.2019 Khatra Adibasi Mahavidyalaya	

Declaration by the Principal/Teacher-in-Charge

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: 14.08.2019


 Signature of Principal TIC
 Teacher-in-Charge
 Khatra Adibasi Mahavidyalaya
 Khatra, Bankura



List of Annexure

Annexure 1: Staff Pattern of Department of English

Name	Qualification	Designation	Specialization	No. of Years of Experience
Dr. Tuhin Majumdar	M.A., PhD	Assistant Professor	Graphic Novel	26.02.2015 continuing
Ujjwal Biswas	MA	Assistant Professor	Diaspora Literature	21.04.17 continuing
Biswanath Mahapatra	MA	Govt. Approved PTT	War Literature	12 +
Krishna Layek	M.A.	Govt. Approved PTT	American Literature	6 +
Bimalendu Mukherjee	M.A.	Guest Lecturer	Indian Literature	10+

Annexure 2: Syllabus Module (Unitization of Syllabus through teaching assignment distribution with specified lectures)

Session	Link
2018-19	https://kamv.ac.in/dept_catg/1709276491_Syllabus%20Module%202018-19_240301_122216.pdf

Annexure 3: CO, PO & PSO

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

https://www.kamv.ac.in/co_po/1719639204_POCOPSO_English%20Bankura%20Univ%20CBCS%202018-19.pdf

Annexure 4: Result Analysis of 2018-19 session

Result Analysis of English Department 2018-19:

No of Students Appeared in 3 rd Year (The University of Burdwan, Part III)	Course	No of Students Appeared	Course Qualified	Not Qualified	Percentage of Qualified students
3 rd Year	Hons	32	20	12	62.5%

Recommendation: In a departmental meeting, the department investigated the reasons behind the 37.5% failure rate to identify areas for improvement and provide better support to future students. Some reasons identified for the failures include inadequate preparation and poor time management. It was decided to provide training on effective study schedules and exam preparation techniques; and also encourage students to form study groups for collaborative learning and mutual support.

Annexure 5: Papers Presented in Seminars



Name of the Faculty	Type of Research Activity	Title of the Paper	Name of the Seminar	Date of Presentation	Level of Journal
Dr Tuhin Majumdar	Paper Presentation	Graphic Novels: Exploring Intermedial Spaces between the Graphic and the Inscriptive	Genre Studies: The Idea of the Novel	06/03/2019 to 07/03/2019	National Level Seminar
Dr Tuhin Majumdar	Paper Presentation	Inclusion of Disability in Indian Value Based Commercial Advertisements	Narratives of Disability: Contemporary Barriers & Belonging	14/03/2019 to 15/03/2019	UGC Sponsored International Level Seminar
Dr Tuhin Majumdar	Paper Presentation	Ecocritical Echoes in Tagore's Short Story 'Bolai'	Contemporary Issues on Natural & Anthropogenic Effect in Environmental Crisis	15/03/2019 to 16/03/2019	National Level Seminar