



Academic Audit:- Department: Music

Period of Audit: 2020 - 21

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

1	Name of the Department, Website, email and Ph. No.	Department: Music	E-mail id: musi.sangita@kamv.ac.in	Phone no:9475620642						
2	Name of the HOD, email & Mob. No.	Name: Sangita Sarkar Dey	E-mail: sarkarsangita961@gmail.com	Mobile No: 9475620642 Mobile No:7865880104						
3	Name of the IQAC Coordinator, email & Mob. No.	Name: Dr. Alope Bhowmik	E-mail: aloke.b05@rediffmail.com	Mobile No:9475623715						
4	Year of Establishment/ Year of Affiliation	2012								
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: Teaching - Non-Teaching- Supportive Staff - Other if any – (Annexure 1)	Approved Authority		Present Strength						
		Govt. Approved Sanctioned teaching post								
		Full time Teacher:								
		Govt. approved SACT		01						
9	Course wise & Year wise <u>enrolled</u> Students- strength particulars (Attachment)	No. of Students [General/Program me]	Year		1 st year		2 nd year		3 rd year	
			2020-21	1 st Sem	2 nd Sem	3 rd Sem	4 th Sem	5 th Sem	6 th Sem	
				07	04	05	04	03 (GE)	03	



II-CURRICULAR ASPECTS (with Attachments)		Session	Statement	Impression/Recommendation/ Remark by Academic Advisors	Status	Grade**
01	Departmental Annual Curricular Plans	2020-21	<p>The department follows the curriculum and syllabus as prescribed by the affiliating of The Bankura University (BKU). 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 (Annexure 2). Departmental meeting regarding the distribution of the syllabus of the BKU of 1st, 3rd and 5th Semester was held on 21.07.2020. Departmental meeting regarding the distribution of the syllabus of the 2nd, 4th and 6th Semester was held on 21.07.2020. PO, CO & PSO were also formulated (Annexure 3).</p>			

II-CURRICULAR ASPECTS (with Attachments)		Session	Statement	Impression/Recommendation/ Remark by Academic Advisors	Status	Grade**
02	Departmental Activities and Records of students' and Teachers' participation for the Academic Year.	2020-21	<p>Every activity is recorded in Departmental Files and college files of Cultural-sub-Committee, Photos of Programmes. Because Music Department is involved in all cultural programmes of the college.</p> <p>Internal Theory and Practical examination of 1st, 3rd & 5th Programme (GE) Semester and Session 2020-21 on and from 01.03.2021, 02.03.2021. Question will be provide through college ERP.</p> <p>Internal Theory and practical examination of 2nd, & 6th Programme (GE) Semester, Session 2020-21 held on 25.06.2021, 26.06.2021, and Question will be provide through College ERP.</p>			



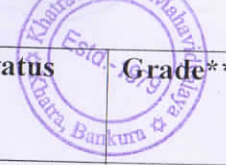
II-CURRICULAR ASPECTS (with Attachments)		Session	Statement	Impression/Recommendation/ Remark by Academic Advisors	Status	Grade**
3	Add-on/Certificate Courses completed during Academic Year	2020-21	NIL			

II-CURRICULAR ASPECTS (with Attachments)		Session	Statement	Impression/Recommendation/ Remark by Academic Advisors	Status	Grade**
4	Plan for introduction of new Add-on/Certificate Courses in Academic Year	2020-21	NIL			



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3	Add-on/Certificate Courses completed during Academic Year	2020-21	NIL			

II-CURRICULAR ASPECTS (with Attachments)		Session	Statement	Impression/Recommendation/ Remark by Academic Advisors	Status	Grade**
4	Plan for introduction of new Add-on/Certificate Courses in Academic Year	2020-21	NIL			



II-CURRICULAR ASPECTS (with Attachments)		Session	Statement	Impression/Recommendation/ Remark by Academic Advisors	Status	Grade**
5	Coverage of Syllabus (Average Percentage)	2020-21	Syllabus is covered for all courses of UG programme within the stipulated time period. Records. In each semester 100% syllabus is completed. In CBCS system students of the Bankura University of 1 st , 3 rd & 5 th Semester classes began on 03.08.2020 syllabus was completed on 13.03.2021 and Classes were dissolved on 20.03.2021. 2 nd , 4 th & 6 th semester classes began on 06.05.2021, syllabus was completed 30.06.2021 and classes were dissolved on 21.07.2021.			

II-CURRICULAR ASPECTS (with Attachments)		Session	Statement	Impression/Recommendation/ Remark by Academic Advisors	Status	Grade**
6	Maintenance of Student Attendance Registers	2020-21	Day to day attendance is recorded in the Student Attendance Registers.			

II-CURRICULAR ASPECTS (with Attachments)		Session	Statement	Impression/Recommendation/ Remark by Academic Advisors	Status	Grade**
7	Feedback forms on Curriculum from students	2020-21	NIL			

** Grade A (Good) / B (Satisfactory) / C (Poor)



II-CURRICULAR ASPECTS (with Attachments)	Session	Statement	Impression/Recommendation/ Remark by Academic Advisors	Status	Grade**	
7	Feedback forms on Curriculum from students	2020-21	NIL			

** Grade A (Good) / B (Satisfactory) / C (Poor)



III - TEACHING, LEARNING & EVALUATION (with Attachments)		Year	Statement	Impression / Recommendation / Remark by Academic Advisors	Status	Grade**
1	Teaching Diaries & Plans in the Prescribed Formats	2020-21	NIL			
2	Co-Curricular Activities (Departmental Level)	2020-21	Due to COVID-19 pandemic students could not participate in co-curricular activities in the session 2020-2021.			
3	Degrees offered	2020-21	UG programs are run by the department.			

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4	Conduct of Internal Examinations-continuous assessment & Mid-Term Test	2020-21	<p>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. In CBCS system of The Bankura University, Internal Theory and Practical Examination of Semester I, III, V held on 01.03.2021 , 02.03.2021.(Through college ERP)</p> <p>Internal Theory and Practical Examination Semester II,IV , VI held on 25.06.2021 , 26.06.2021, 27.06.2021 trough college ERP.</p>		
5	Remedial Classes	2020-21	Taken as Needed		
6	Record of Mentoring of students by teachers	2020-21	NIL		
7	Result Analysis for the years	2020-21	Yes (Annexure 4)		Annexure 3 in Programme of Action

** Grade A (Good) / B (Satisfactory) / C (Poor)

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IV - RESEARCH AND CONSULTANCY (with Attachments)		Year	Statement						Impression/Re commendation /Remark by Academic Advisors	Status	Grade**			
1	No. of Research Guides in the Department	2020-21	Nil											
2	No. of Faculty registered for Ph. D	2020-21	Nil											
3	Number of Major/Minor/Other Research Projects (Annexure 5)	Year	Major		Minor		Others							
		2020-21	Nil		Nil		Nil							
4	Number of Research Papers Published in Academic year (Internationals/Nationals Journals)	Year	International		National		State Level							
		2020-21	NA		NA		NA							
5	Number of Papers Presented in Academic year 2020-21 (International/National/State Level Conference) (attach details)	Year	International		National		State Level							
		2020-21	Nil		Nil		Nil							
6	Number of Books Published in Academic year 2020-21 (Single Author/Co Author) (attach details)***	Year	As a Single Author			As a Co-Author								
		2020-21	Nil			Nil								
7	Number of Seminars / Workshops / Training Program Conducted in the Academic year (International / National / State) (attach details) [I – International, N – National, S – State Level]	Year	Seminars			Workshops			Training Program					
			I	N	S	I	N	S	I	N	S			
		2020-21	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil			
8	Student Seminars/ Workshop/ Exhibition/ Project in the Academic Year (other than University)	Year	Seminar		Workshop		Exhibition		Project					
		2020-21	Nil		Nil		Nil		Nil					
9	Record of Consultancy in Academic year (attach details)	2020-21	Nil											
10	Record of MOUs in Academic year (attach details)	2020-21	Nil											

V - EXTENSION ACTIVITIES (with Attachments)		Year	Statement	Impression/Recommendation/ Remark by Academic Advisors	Status	Grade **
1	Record of Subject/Department Related Extension Activities (attach details)	2020-21	Due to COVID-19 pandemic students could not participate in co-curricular activities in the session 2020-2021.			
2	Field Visit (attach records)	2020-21	STAGE DEMONSTRATION OF SONGS			
3	Industry Visit (attach records)	2020-21	NIL			
4	Any Other Club (attach records)	2020-21	NIL			
5	Any other social service activity undertaken by the students and teachers/students/teachers of the department (attach records)	2020-21	NIL			



** Grade A (Good) / B (Satisfactory) / C (Poor)

Recommendation/Suggestions by Academic Advisors

Suggestions for improvement /progress of the department	Sheet attached
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4	Any Other Club (attach records)	2020-21	NIL		
5	Any other social service activity undertaken by the students and teachers/students/teachers of the department (attach records)	2020-21	NIL		

** Grade A (Good) / B (Satisfactory) / C (Poor)

Recommendation/Suggestions by Academic Advisors

	Suggestions for improvement /progress of the department	Sheet attached		
			Signatures of Academic Advisor with designation	Seal
1				
2		1	<i>Bhabey</i> Principal	
		2	Onda Thana Mahavidyalaya P.O.-Murakata, Dist.-Bankura	
3		3		

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	<p>Sangita Sarker (sig), Signature of the HOD with date 19/11/2021 Head Department of Music Khatra Adibasi Mahavidyalaya 17.11.2021</p>
	<p>Signature of the Teacher -in-Charge with date Teacher-in-Charge Khatra Adibasi Mahavidyalaya Khatra :: Bankura 17/11/21</p>

Alau Shawkat
15/11/2021

Coordinator
IQAC
Khatra Adibasi Mahavidyalaya
Khatra : Bankura

Signature of Teacher-in-Charge
17/11/21

Declaration by the 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.

Declaration by the 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:

[Handwritten Signature]
Signature of Teacher-in-Charge
Teacher-in-Charge
Khatra Adibasi Mahavidyalaya
Khatra :: Bankura

Annexure 1: Staff Pattern of Department of Music

Faculty profile with name, qualification, designation, specialization(D.Sc./ D.Litt./ Ph. D./ M. Phil. etc.,)					
Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Sangita Sarkar (Dey)	M.A. (Vocal Music)	Visiting Faculty (01.11.2017 to 31.12.2019.) SACT-II (w.e.f. 01.01.2020.)	Kheyal	4Years +	Nil



Annexure 2: Syllabus Module Link:

Session	Link
2020-21	https://kamv.ac.in/dept_contents.php?did=11&item_id=2

Annexure 3: CO, PO

Link for CO, PO is https://kamv.ac.in/course_outcome.php#

Annexure 4: Result Analysis of 2020-21 Session-

Name of the Course/programme	Total No. of Students Appeared	1st Class	2nd Class	P. Div	No of Students Passed	Pass Percentage
U.G. 6th Sem Programme GE	03	03	00	00	03	100%