



# **KHATRA ADIBASI MAHAVIDYALAYA**

**KHATRA, BANKURA, WEST BENGAL.**

**DEPARTMENT OF EDUCATION**

**ACADEMIC AUDIT: 2019-20**



**[KHATRA ADIBASI MAHAVIDYALAYA :: 5 YEAR ACADEMIC AUDIT REPORT :: FOR THE SESSION: 2019-20]**

**Academic Audit:- Department: Education**

**Period of Audit: 2019-20**

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

1	Name of the Department, Website, email and Ph. No.	Department: Education, E-mail id: <a href="mailto:akinchanpl@gmail.com">akinchanpl@gmail.com</a> Phone no: 9333744342							
2	Name of the HOD, email & Mob. No.	Name: Akinchan pal E-mail: <a href="mailto:akinchanpl@gmail.com">akinchanpl@gmail.com</a> Mobile No: 9333744342							
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: 8910120338, 9475623715							
4	Year of Establishment/ Year of Affiliation	2016							
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)					Govt. Approved Sanctioned Teaching Post	Present Strength		
		Full time Teacher:				NA	NA		
		Govt. approved SACT:				NA	01 (w.e.f. 01.01.2020)		
		Invitee Lecturer:				NA	NA		
9	Course wise & Year wise <b>Enrolled</b> Students- strength particulars ( Attachment)	No. of Students [General/ Program me]	Year	1 <sup>st</sup> year		2 <sup>nd</sup> year		3 <sup>rd</sup> year	
				1 <sup>st</sup> Sem	2 <sup>nd</sup> Sem	3 <sup>rd</sup> Sem	4 <sup>th</sup> Sem	5 <sup>th</sup> Sem	6 <sup>th</sup> Sem
			2019-20	05	05	05	05	04	04
	Course wise & Year wise <b>Passed</b> Students- strength particulars			05	05	05	05	03	04





**[KHATRA ADIBASI MAHAVIDYALAYA :: 5 YEAR ACADEMIC AUDIT REPORT :: FOR THE SESSION: 2019-20]**

<b>II-CURRICULAR ASPECTS</b> (with Attachments)		<b>Session</b>	<b>Statement</b>	<b>Impression/Recommendation/ Remark by Academic Advisors</b>	<b>Status</b>	<b>Grade**</b>
01	Departmental Annual Curricular Plans	<b>2019-20</b>	<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 (<b>Annexure 2</b>). Departmental meeting regarding the distribution of the syllabus of the BKU of 1<sup>st</sup>, 3<sup>rd</sup> and 5<sup>th</sup> Semester was held on 02.08.2019. Departmental meeting regarding the distribution of the syllabus of the 2<sup>nd</sup>, 4<sup>th</sup> and 6<sup>th</sup> Semester was held on 01.02.2020. Other departmental meetings were held on 05.09.2019, 17.10.2019 and 25.05.2020.</p> <p>PO, CO &amp; PSO were also formulated (<b>Annexure 3</b>).</p>			





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02	Departmental Activities and Records of students' and Teachers' participation for the Academic Year.	<p><b>2019-20</b></p> <p>Every activity is recorded such as Departmental meetings, Class Tests, etc. Departmental meetings were held on 17.10.2019 and 25.05.2020.</p> <p>Internal examination of 1<sup>st</sup>, 3<sup>rd</sup> &amp; 5<sup>th</sup> Semester and Session 2019-20 on and from 01.11.2019 to 05.11.2019 at room no 31, 16 &amp; Hall no 3, 4, 5. Practical Examination for Programme (D1), 3<sup>rd</sup> semester for SEC-1 examination held on 19.12.2019.</p> <p>Internal examination of 2<sup>nd</sup>, 4<sup>th</sup>, &amp; 6<sup>th</sup> Semester, Session 2019-20, Question will be provide on 25.05.2020. Practical Examination for Programme (D1), 4<sup>th</sup> semester for SEC-2 examination suspended due to pandemic (COVID-19) situation.</p>			





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<b>II-CURRICULAR ASPECTS</b> (with Attachments)		<b>Session</b>	<b>Statement</b>	<b>Impression/Recommendation/ Remark by Academic Advisors</b>	<b>Status</b>	<b>Grade**</b>
3	Add-on/Certificate Courses completed during Academic Year	2019-20	NIL			

<b>II-CURRICULAR ASPECTS</b> (with Attachments)		<b>Session</b>	<b>Statement</b>	<b>Impression/Recommendation/ Remark by Academic Advisors</b>	<b>Status</b>	<b>Grade**</b>
4	Plan for introduction of new Add-on/Certificate Courses in Academic Year	2019-20	NIL			





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<b>II-CURRICULAR ASPECTS</b> (with Attachments)	<b>Session</b>	<b>Statement</b>	<b>Impression/Recommendation/ Remark by Academic Advisors</b>	<b>Status</b>	<b>Grade**</b>
5 Coverage of Syllabus (Average Percentage)	<b>2019-20</b>	Syllabus is covered for all courses of UG program within the stipulated time period. Records are kept in the individual Teacher's Diary. In each semester 100% syllabus is completed. In CBCS system students of the Bankura University of 1 <sup>st</sup> , 3 <sup>rd</sup> & 5 <sup>th</sup> Semester classes began on 01.08.2019 syllabus was completed on 26.11.2019 and classes were dissolved on 10.12.2019. In 2 <sup>nd</sup> , 4 <sup>th</sup> & 6 <sup>th</sup> semester classes began on 10.02.2020, syllabus was completed on 12.06.2020 and classes were dissolved on 30.06.2020.			

<b>II-CURRICULAR ASPECTS</b> (with Attachments)	<b>Session</b>	<b>Statement</b>	<b>Impression/Recommendation/ Remark by Academic Advisors</b>	<b>Status</b>	<b>Grade**</b>
6 Maintenance of Student Attendance Registers	<b>2019-20</b>	Day to day attendance is recorded in the Student Attendance Registers.			



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<b>II-CURRICULAR ASPECTS</b> (with Attachments)	<b>Session</b>	<b>Statement</b>	<b>Impression/Recommendation/ Remark by Academic Advisors</b>	<b>Status</b>	<b>Grade**</b>
7	Feedback forms on Curriculum from students	2019-20  NIL			

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





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<b>III - TEACHING, LEARNING &amp; EVALUATION (with Attachments)</b>		<b>Year</b>	<b>Statement</b>	<b>Impression / Recommendation / Remark by Academic Advisors</b>	<b>Status</b>	<b>Grade**</b>
1	Teaching Diaries & Plans in the Prescribed Formats	2019-20	NIL			
2	Co-Curricular Activities (Departmental Level)	2019-20	NIL			
3	Degrees offered	2019-20	UG programs are run by the department.			
4	Conduct of Internal Examinations-continuous assessment & Mid-Term Test	2019-20	<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 Examination of Semester I, III, V held on 01.11.2019 to 05.11.2019.</p> <p>Practical Examination for Programme (D1), 3<sup>rd</sup> semester for SEC-1 examination held on 19.12.2019.</p> <p>Internal Examination Semester II, IV, VI held on 25.05.2020 via online.</p>			





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5	Remedial Classes	2019-20	<p>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. Remedial classes of Semester I, III, V taken on 18.12.2019 to 21.12.2019</p> <p>Remedial classes of Semester II, IV, VI taken on 17.06.2020 to 20.06.2020</p>			
6	Record of Mentoring of students by teachers	2019-20	NIL			
7	Result Analysis for the years	2019-20	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/Recommendation/ Remark by Academic Advisors	Status	Grade* *			
1	No. of Research Guides in the Department	2019-20	Nil											
2	No. of Faculty registered for Ph. D	2019-20	Nil											
3	Number of Major/Minor/Other Research Projects (Annexure 5)	Year	Major		Minor		Others							
		2019-20	Nil		Nil		01							
4	Number of Research Papers Published in Academic year (Internationals/Nationals Journals)	Year	International		National		State Level							
		2019-20	NA		NA		NA							
5	Number of Papers Presented in Academic year 2019-20 (International/National/State Level Conference) (attach details)	Year	International		National		State Level							
		2019-20	Nil		Nil		Nil							
6	Number of Books Published in Academic year 2019-20 (Single Author/Co Author) (attach details)***	Year	As a Single Author			As a Co-Author								
		2019-20	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			
		2019-20	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					
		2019-20	Nil		Nil		Nil		Nil					
9	Record of Consultancy in Academic year (attach details)	2019-20	Nil											
10	Record of MOUs in Academic year (attach details)	2019-20	Nil											



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



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<b>V - EXTENSION ACTIVITIES</b> (with Attachments)		<b>Year</b>	<b>Statement</b>	<b>Impression/Recommendation/ Remark by Academic Advisors</b>	<b>Status</b>	<b>Grade</b>  **
1	Record of Subject/Department Related Extension Activities (attach details)	<b>2019-20</b>	NIL			
2	Field Visit (attach records)	<b>2019-20</b>	Yes, Visited to Mukutmonipur at Bankura District.			
3	Industry Visit (attach records)	<b>2019-20</b>	NIL			
4	Any Other Club (attach records)	<b>2019-20</b>	NIL			
5	Any other social service activity undertaken by the students and teachers/students/teachers of the department (attach records)	<b>2019-20</b>	NIL			

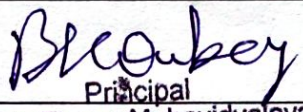
\*\* Grade A (Good) / B (Satisfactory) / C (Poor)



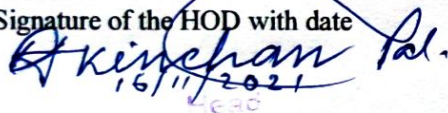


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**Recommendation/Suggestions by Academic Advisors**

Sl No	Suggestions for improvement /progress of the department	Sheet attached		
1		Sl No	Signatures of Academic Advisor with designation	Seal
2		1	 Principal	
		2	Onda Thana Mahavidyalaya P.O.-Murakata, Dist.-Bankura	
3		3		

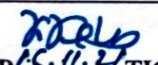
Signature of the HOD with date

  
16/11/2021

Head  
Department of Education  
Khatra Adibasi Mahavidyalaya



Signature of the Principal/TIC with date

  
Teacher-in-Charge  
Khatra Adibasi Mahavidyalaya  
Khatra :: Bankura

  
16/11/2020  
Coordinator  
IQAC  
Khatra Adibasi Mahavidyalaya  
Khatra : Bankura

  
16/11/2020  
Teacher-in-Charge  
Khatra Adibasi Mahavidyalaya  
Khatra :: Bankura



**Declaration by the Principal / TIC**

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: 16.11.2021

  
Signature of Principal / TIC

Teacher-in-Charge  
Khatra Adibasi Mahavidyalaya  
Khatra :: Bankura





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**Annexure 1: Staff Pattern of Department of Education**

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
<b>Akinchan Pal</b>	M.A. (Education), M. Ed,	Invitee Lecturer: (08.08.2016 to 31.12.2019.)  SACT-II (w.e.f. 01.01.2020.)	Inclusive Education & Teacher Education	4 Years +	Nil

**Annexure 2: Syllabus Module**

Session	Link
<b>2019-2020</b>	<a href="https://kamv.ac.in/dept_catg/1719119702_2019-20%20Edu%20Syllabus%20Module.pdf">https://kamv.ac.in/dept_catg/1719119702_2019-20%20Edu%20Syllabus%20Module.pdf</a>





### Annexure 3: CO, PO

Link for CO, PO is [https://kamv.ac.in/dept\\_catg/1719604439\\_2019-20%20Plan%20of%20Action%20\(1\).pdf](https://kamv.ac.in/dept_catg/1719604439_2019-20%20Plan%20of%20Action%20(1).pdf)

### Annexure 4: Result Analysis of 2019-2020 Session-

Name of the Course/programme	Total No. of Students Appeared	1st Class	2nd Class	P. Div.	SNC	No of Students Passed	Pass Percentage
U.G. 1 <sup>st</sup> Semester Programme	05	01	03	01	00	05	100%
U.G. 2 <sup>nd</sup> Semester Programme	05	02	03	00	00	05	100%
U.G. 3 <sup>rd</sup> Semester Programme	05	02	03	00	00	05	100%
U.G. 4 <sup>th</sup> Semester Programme	05	03	02	00	00	05	100%
U.G. 5 <sup>th</sup> Semester Programme	04	02	01	00	01	03	75%
U.G. 6 <sup>th</sup> Semester Programme	04	04	00	00	00	04	100%

### Annexure 5: Project on School Activity Survey

Link for Project on School Activity Survey is [https://kamv.ac.in/dept\\_catg/1718779914\\_2019-20%20Academic%20Activities%20OK.pdf](https://kamv.ac.in/dept_catg/1718779914_2019-20%20Academic%20Activities%20OK.pdf)