



# Khatra Adibasi Mahavidyalaya

Khatra, Bankura, West Bengal

Department of Geography

Academic Audit:2022-2023



## Academic Audit: - Department of Geography

Period of Audit: 2022-2023

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

1	Name of the Department, Website, email and Ph. No.	Department: of Geography E-mail:- karangeographydepartment@gmail.com Phone no: 7908424165/9933408676/9641731342
2	Name of the HOD, email & Mob. No.	1. Jayanta Karmakar Mobile No:7908424165 E-mail- <a href="mailto:md420942@gmail.com">md420942@gmail.com</a>  2. Bhanu Kr Mandal E-mail- <a href="mailto:bhanugeography1984@gmail.com">bhanugeography1984@gmail.com</a> Mobile No : 9933406676  3. Dr Koushik Mandal E-mail: <a href="mailto:drkoushikm@gmail.com">drkoushikm@gmail.com</a> Mobile No:9641731342
3	Name of the IQAC Coordinator, email & Mob. No.	Name: Dr. Arindam Chakrabarti E-mail: <a href="mailto:phys.arindam@kamv.ac.in">phys.arindam@kamv.ac.in</a> Mobile No:9051051243
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 and Present Strength of the Department: (Annexure 1)	Govt. Approved Sanctioned teaching post										Present strength				
9	Course wise & Year wise <u>enrolled</u> Students- strength particulars	No. of Students [Honours] + {General/Program me}	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							
										22-23	6	6	2	2	1	4
											6	6	2	2	1	3
											PASSED	PASSED	PASSED	PASSED	PASSED	1 SNC
		Full time Teacher:	NA		Nil											
			Govt. approved SACT:	NA	Nil											
			Invitee Lecturer:	03	03											





II-CURRICULAR ASPECTS (with Attachments)	Session	Statement	Impression/Recommendation/ Remark by Academic Advisors	Status
1  Departmental Annual Curricular Plans	22-23	<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>). Departmental meeting regarding the distribution of the syllabus of 3rd Semester was held on 25/08/2021 in online mode. Departmental meeting regarding the distribution of the syllabus of the 4th Semester was held on 18/02/2022. Other departmental meetings were held on 6/07/2022, 2/09/2022, 12/11/2022 and 3/12/2022. 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	22-23	Every activity is recorded such as Departmental meetings, Field Survey Class Tests, Meetings of committees related to Parent-Student -Teacher formed by the department etc. Departmental meetings were held on 6/07/2022, 2/09/2022, 12/11/2022, 3/12/2022, 18/02/2022, 3/Parent-teacher meet was held on 26/03/2023. Internal examination of 3rd Semester students was held on 22/12/2022 in online mode through college ERP. Internal examination of 4 <sup>th</sup> semester students was held on 9/05/2023 in online mode through college ERP.		
3	Add-on/Certificate Courses completed during Academic Year	22-23	NIL		
4	Plan for introduction of new Add-on/Certificate Courses in Academic Year	22-23	NIL		



5	Compliance of Syllabus (Percentage)	72.73	Syllabus is complied for all classes of LEP programs within the stipulated time period. In each semester 100% syllabus is completed. 1st semester classes began on 10/05/2022, syllabus was completed on 09/05/2022 and classes were discussed on 09/05/2022. 2nd semester classes began on 2/05/2023, syllabus was completed on 22/05/2023 and classes were discussed on 05/06/2023.
6	Maintenance of Student Attendance Registers	72.73	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 Monitor-Mentee meetings held on 5/06/2022 and 8/05/2023.
7	Feedback forms on Monitor-Mentee students	72.73	Yes (Annexure 8)

III. <del>100%</del> 100%, 100% and 100% (with Attachments)		Year	Statement	Impression/Recommendation/Remark by Academic Advisors	Status
1	Teaching Diaries & Plans in the Prescribed Formats	72.73	Record of Plan of Action and Achievement of each session is well maintained by the department.		



2	Co-Curricular Activities (Departmental Level)	22-23	Students of the department prepare Field Report on important topics on Geography. on 9/12/2022. Students of the department also participated in different cultural programmes held in the college in the session 2022-2023. Project Work on Public Sector in India done by the student.		
3	Degrees offered	22-23	UG programs are run by the department.		
4	Conduct of Internal Examinations- continuous assessment & Mid-Term Test	22-23	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 assessment of 3 <sup>rd</sup> semester students was held on 22/12/2022 and that of 4 <sup>th</sup> semester students was held on 9/05/2023.		

5	Remedial Classes	22-23	<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 3<sup>rd</sup> semester students were held on 23/09/2022, 29/10/2022 and 21/12/2022. Remedial classes of 4<sup>th</sup> semester students were taken in 3/03/2023, 28/04/2023 and 20/05/2023.</p>		
6	Record of Mentoring of students by teachers	22-23	<p>Record of mentoring of students by teachers is maintained by the department. However, mentoring is also provided outside the class. Mentor-Mentee meet for 3<sup>rd</sup> semester students was held on 5/10/2022 and the meet for 4<sup>th</sup> semester students was held on 8/03/2023.</p>		



7	Result Analysis	22-23	Result analysis is done according to the result sheet provided by the University ( <b>Annexure 5</b> ). After critical analysis of the results, the students are advised about how to improve in the University examination.				
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IV - RESEARCH AND CONSULTANCY (with Attachments)		Year	Statement			Impression/Recommendation/Remark by Academic Advisors	Status
1	No. of Research Guides in the Department	22-23	Nil				
2	No. of Faculty registered for Ph. D	22-23	Nil				
3	Number of Major/Minor/Other Research Projects	Year	Major	Minor	Others		
		22-23	Nil	Nil	Nil		



9	Student Seminars/ Departmental Seminar/Workshop/ Exhibition/ Project in the Academic Year (other than University)	Year	Seminar	Workshop	Exhibition	Project	
		22-23	Nil	Nil	Nil	01 (Annexure 6)	
10	Record of Consultancy in Academic year (attach details)	22-23	Nil				
11	Record of MOUs in Academic year (attach details)	22-23	Nil				

V - EXTENSION ACTIVITIES (with Attachments)		Year	Statement	Impression/Recommendation/ Remark by Academic Advisors	Status
1	Record of Subject/Department Related Extension Activities (attach details)	22-23	01		
2	Field Visit (attach records)	22-23	01		





3	Industry Visit (attach records)	22-23	NIL		
4	Any Other Club (attach records)	22-23	NIL		
5	Any other social service activity undertaken by the students and teachers/students/teachers of the department (attach records)	22-23	NIL		



# Recommendation/Suggestions by Academic Advisors

Suggestions for improvement /progress of the department		Sheet attached		
1		Signatures of Academic Advisor with designation		Seal
2		1		
		2		
3		3		
Signature of the HOD with date				
Signature of the Principal with date				

Principal  
 Khatra Adibasi Mahavidyalaya  
 Khatra, Bankura

*[Signature]*  
 12/09/23

*[Signature]*  
 Coordinator  
 IQAC  
 Khatra Adibasi Mahavidyalaya  
 Khatra, Bankura  
 12-09-23

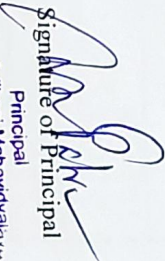
*[Signature]*  
 Principal  
 Jamini Roy College  
 (W.B.)  
 Belatara, Bankura



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: 12.09.2023

  
Signature of Principal  
Principal  
Khatra Adibas Mahavidyalaya  
Khatra, Bankura



# Annexure I: Staff Pattern of Department of Geography

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
Dr.Koushik mandal	Ph.D	Visiting Faculty	Advance Geomorphology	2 Years	Nil
Bhanu kumar mandal	M.A B.Ed	Visiting Faculty	Agriculture Geography & Population Geography	2 Years	Nil
Jayanta Karmakar	M.A B.Ed	Visiting Faculty	Nil	2 Years	Nil





## Annexure 2: Syllabus Module

Session	Link
2022-2023	<a href="https://kany.ac.in/dept_catg/1719088687_2022-23%20Geo%20Syllabus%20Module%20(1).pdf">https://kany.ac.in/dept_catg/1719088687_2022-23%20Geo%20Syllabus%20Module%20(1).pdf</a>



### **Annexure 3: CO, PO**

Link for CO, PO of CBCS Syllabus for Three Years Undergraduate Course in Geography Programme under Bankura University (w.e.f. 2017):  
<https://www.bankurauniv.ac.in/uploads/tempimagepdf/link/1663661033.pdf>



# Annexure 4: Feedback Form 2022-2023

STUDENT FEEDBACK ON MENTORSHIP [ July 20 22- June 20 23]

NAME OF THE MENTOR: Dr. Kaushik Mandal

DESIGNATION: Visiting Faculty

DEPARTMENT: Geography

Sl	Student Name & Semester	He/She is expert in his/her fields of study. (10)	He/She is enthusiastic and always motivates us. (10)	He/She shows respect to all. (10)	He/She meets us frequently. (10)	He/She possesses great adaptability. (10)	He/She encourages us to value learning. (10)	He/She is supportive & tries to solve our problems. (10)	He/She is responsive to our needs. (10)	He/She is an active learner also. (10)	He/She is helpful in achieving anyone's goal. (10)	Total/100	Initial/Signature of Student (with Phone Number)
1	SANJIT KRIMARY 6th Sem	9	9	10	10	9	9	10	10	9	10	95	Sanjit Krimary
2													

Prabhat Kumar  
Coordinator

IQAC

Khatra Adibasi Mahavidyalaya  
Khatra, Bankura



# Annexure 5: Result Analysis of 2022-2023 session

## Result Analysis of Geography Department 2022-2023:

Name of the Course/programme	Total No. of Students Appeared	1st Class	2nd Class	P. Div	No of Students Passed	Pass Percentage
U.G. 1 <sup>st</sup> Sem Programme	06	-	-	P	06	100%
U.G. 2 <sup>nd</sup> Sem Programme	06	-	-	P	06	100%
U.G. 3 <sup>rd</sup> Sem Programme	02	-	-	P	02	100%
U.G. 4 <sup>th</sup> Sem Programme	02	-	-	P	02	100%
U.G. 5 <sup>th</sup> Sem Programme	01	-	-	P	01	100%
U.G. 6 <sup>th</sup> Sem Programme	04	-	-	P	03	75%



**Annexure 6: Project**

**Link: [https://kamv.ac.in/dept\\_contents.php?did=4&item\\_id=5](https://kamv.ac.in/dept_contents.php?did=4&item_id=5)**

