

[KHATRA ADIBASI MAHAVIDYALAYA :: 5 YEAR ACADEMIC AUDIT REPORT :: FOR THE SESSION: 2023-24]



# **KHATRA ADIBASI MAHAVIDYALAYA**

**KHATRA, BANKURA, WEST BENGAL.**

**DEPARTMENT OF EDUCATION**

**ACADEMIC AUDIT: 2023-2024**

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**Academic Audit:- Department: Education**

**Period of Audit: 2023-24**

**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: educ.akinchan@kamv.ac.in Phone no: 9333744342																																				
2		Name of the HOD, email & Mob. No.		Name: Akinchan pal E-mail: educ.akinchan@kamv.ac.in Mobile No: 9333744342																																				
3		Name of the IQAC Coordinator, email & Mob. No.		Name: Dr. Arindam Chakrabarti E-mail: phys.arindam@kamv.ac.in Mobile No:9051051243																																				
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 I)		<table><tr><td>Full time Teacher:</td><td>Govt. Approved Sanctioned Teaching Post</td><td>Present Strength</td></tr><tr><td></td><td>NA</td><td>NA</td></tr><tr><td>Govt. approved SACT:</td><td>NA</td><td>01</td></tr><tr><td>Invinee Lecturer:</td><td>NA</td><td>03</td></tr></table>		Full time Teacher:	Govt. Approved Sanctioned Teaching Post	Present Strength		NA	NA	Govt. approved SACT:	NA	01	Invinee Lecturer:	NA	03																							
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9		Course wise & Year wise <u>Enrolled</u> Students- strength particulars ( Attachment)		<table><tr><td rowspan="3">No. of Students UG 4 Years as per NEP 2020 / 3 Year's Program me]</td><td colspan="2">Year</td><td colspan="2">1<sup>st</sup> year (as per NEP 2020)</td><td colspan="2">2<sup>nd</sup> year</td><td colspan="2">3<sup>rd</sup> year</td></tr><tr><td></td><td></td><td>1<sup>st</sup> Sem</td><td>2<sup>nd</sup> Sem</td><td>3<sup>rd</sup> Sem</td><td>4<sup>th</sup> Sem</td><td>5<sup>th</sup> Sem</td><td>6<sup>th</sup> Sem</td></tr><tr><td></td><td></td><td>82</td><td>66</td><td>01</td><td>01</td><td>8</td><td>07</td></tr><tr><td colspan="2">Course wise &amp; Year wise <u>Passed</u> Students- strength particulars</td><td></td><td>2023-24</td><td>13</td><td>NA</td><td>00</td><td>NA</td><td>03</td><td>03</td></tr></table>		No. of Students UG 4 Years as per NEP 2020 / 3 Year's Program me]	Year		1 <sup>st</sup> year (as per NEP 2020)		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			82	66	01	01	8	07	Course wise & Year wise <u>Passed</u> Students- strength particulars			2023-24	13	NA	00	NA	03	03
No. of Students UG 4 Years as per NEP 2020 / 3 Year's Program me]	Year		1 <sup>st</sup> year (as per NEP 2020)		2 <sup>nd</sup> year		3 <sup>rd</sup> year																																	
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II-CURRICULAR ASPECTS (with Attachments)	Session	Statement	Impression/Recommendation/ Remark by Academic Advisors	Status	Grade**
01 Departmental Annual Curricular Plans	2023-24	<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 31.07.2023 and 28.08.2023.</p> <p>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 13.03.2024 at 2 PM.</p> <p>Other departmental meetings were held on 11.11.2022, 30.01.2024, 07.12.2023, 17.05.2024, 05.03.2024, 29.07.2024 and 03.10.2024.</p> <p>PO, CO &amp; PSO were also formulated (<b>Annexure 3</b>).</p>			



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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.	2023-24	<p>Every activity is recorded such as Departmental meetings, Class Tests, etc. Departmental meetings were held on 11.11.2022, 30.01.2024, 07.12.2023, 17.05.2024, 05.03.2024, 29.07.2024 and 03.10.2024.</p> <p>Conducting of Internal Assessment of 1<sup>st</sup> Semester, Session 2023-24, Question will be provide on 31.01.2024 Answer will be upload through ERP by 04.02.2024.</p> <p>3<sup>rd</sup> and 5<sup>th</sup> Semester, Session 2023-24, Question will be provide on 10.12..2023 Answer will be upload through ERP by 10.12.2023 to 17.12.2023.</p> <p>Conducting of Internal Assessment of 2<sup>nd</sup>, 4<sup>th</sup>, &amp; 6<sup>th</sup> Semester, Session 2023-24, Answer will be submitted by 17.05.2024 to 21.05.2024 physically.</p> <p>Practical Examination for Programme (D1), 5<sup>th</sup> semester for SEC-3 exam hold on 09.03.2024.</p> <p>Practical Examination for Programme (D1), 4<sup>th</sup> semester for SEC-2 and 6<sup>th</sup> semester for SEC-4, both examinations are held on 05.08.2024.</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	2023-24	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	2023-24	NIL			

II-CURRICULAR ASPECTS (with Attachments)		Session	Statement	Impression/Recommendation/ Remark by Academic Advisors	Status	Grade**
5	Coverage of Syllabus (Average Percentage)	2023-24	<p>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> &amp; 5<sup>th</sup> Semester classes began on 01.08.2023 and 04.09.2023.</p> <p>Syllabus of Semester I, on 02.02.2024 and III, V completed on 08.01.2024, and classes were for 1<sup>st</sup> Semester dissolved on 23.02.2024 and III, V completed on 29.01.2024.</p> <p>In 2<sup>nd</sup>, 4<sup>th</sup>, &amp; 6<sup>th</sup>, semester class start from 28.03.2024, syllabus was completed on 08.05.2024 and classes were dissolved on 10.06.2024.</p>			



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II-CURRICULAR ASPECTS (with Attachments)		Session	Statement	Impression/Recommendation/ Remark by Academic Advisors	Status	Grade**
6	Maintenance of Student Attendance Registers	2023-24	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	2023-24	Yes. (Annexure 4)			

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

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III - TEACHING, LEARNING & EVALUATION (with Attachments)		Year	Statement	Impression / Recommendation / Remark by Academic Advisors	Status	Grade**
1	Teaching Diaries & Plans in the Prescribed Formats	2023-24	NIL			
2	Co-Curricular Activities (Departmental Level)	2023-24	NIL			
3	Degrees offered	2023-24	UG programs are run by the department.			



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4	Conduct of Internal Examinations-continuous assessment & Mid-Term Test		Conducting of Internal Assessment of 1 <sup>st</sup> Semester, Session 2023-24, Question will be provide on 31.01.2024 Answer will be upload through ERP by 04.02.2024.  3 <sup>rd</sup> and 5 <sup>th</sup> Semester, Session 2023-24, Question will be provide on 10.12..2023 Answer will be upload through ERP by 10.12..2023 to 17.12.2023.  Conducting of Internal Assessment of 2 <sup>nd</sup> , 4 <sup>th</sup> , & 6 <sup>th</sup> Semester, Session 2023-24, Answer will be submitted by 17.05.2024 to 21.05.2024 physically.  Practical Examination for Programme (D1), 5 <sup>th</sup> semester for SEC-3 exam hold on 09.03.2024.  Practical Examination for Programme (D1), 4 <sup>th</sup> semester for SEC-2 and 6 <sup>th</sup> semester for SEC-4, both examinations are held on 05.08.2024.			
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5	Remedial Classes	2023-24	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. Remedial classes of Semester I (08.02.2024 to 12.02.2024), III & V taken on 09.01.2024 to 12.01.2024,		
6	Record of Mentoring of students by teachers	2023-24	Remedial classes of Semester II, IV, VI taken on 13.05.2024 to 16.05.2024. Effective for slow learners. Record of mentoring of students by teachers is maintained by the department. However, mentoring is also provided outside the class. Mentor- Mentee meet was held on 03.10.2024 at 02:30 pm at room no 16.		
7	Result Analysis for the years	2023-24	Result analysis is done according to the result sheet provided by the University (Annexure 5). After critical analysis of the results, the students are advised about how to improve in the University examination.		

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

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<b>IV – RESEARCH AND CONSULTANCY</b> (with Attachments)		<b>Year</b>	<b>Statement</b>					<b>Impression/Recommendation/Remark by Academic Advisors</b>	<b>Status</b>	<b>Grade**</b>
1	No. of Research Guides in the Department	2023-24	Nil							
2	No. of Faculty registered for Ph. D	2023-24	Nil							
3	Number of Major/Minor/Other Research Projects	2023-24	Major	Minor	Others					
	<b>Annexure 6</b>		Nil	Nil	01					
4	Number of Research Papers Published in Academic year (Internationals/Nationals Journals)	2023-24	International	National	State Level	NA				
		Year	2023-24	NA	NA	NA				
5	Number of Papers Presented in Academic year 2023-24 (International/National/State Level Conference) (attach details)	2023-24	Nil	Nil	Nil	Nil				
		Year	2023-24	Nil	Nil	Nil				
6	Number of Books Published in Academic year 2023-24 (Single Author/Co Author) (attach details)***	2023-24	As a Single Author	As a Co-Author						
		Year	2023-24	Nil	Nil					
7	Number of Seminars / Workshops / Training Program Conducted in the Academic year (International / National / State) (attach details)	2023-24	Nil	Nil	Nil	Nil	Nil	Nil	Nil	
		Year	2023-24	Nil	Nil	Nil	Nil	Nil	Nil	
8	Student Seminars/ Workshop/ Exhibition/ Project in the Academic Year (other than University)	2023-24	Yes	Nil	Nil	Nil	Nil	Nil	Nil	
9	Record of Consultancy in Academic year (attach details)	2023-24	Nil	Nil	Nil	Nil	Nil	Nil	Nil	
10	Record of MOUs in Academic year (attach details)	2023-24	Nil	Nil	Nil	Nil	Nil	Nil	Nil	

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



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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)	2023-24	NIL			
2	Field Visit (attach records) (Annexure 7)	2023-24	Yes Visited place: Mukutmanipur at Bankura District Date of Visit: 24.07.2024, for Semester-4 students.			
3	Industry Visit (attach records)	2023-24	NIL			
4	Any Other Club (attach records)	2023-24	NIL			
5	Any other social service activity undertaken by the students and teachers/students/teachers of the department (attach records)	2023-24	NIL			

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

Recommendation/Suggestions by Academic Advisors

Sl No	Suggestions for improvement /progress of the department	Sheet attached		
		Sl No	Signatures of Academic Advisor with designation	Seal
1		1	<i>B. Subberay</i> Principal Onda Thana Mahavidyalaya P.O.-Murakata, Dist.-Bankura	
2		2		
3		3		
Signature of the HOD with date <i>Steinchan</i> Head Department of Education Khatra Adibasi Mahavidyalaya				
Signature of the Principal with date <i>[Signature]</i> Principal Khatra Adibasi Mahavidyalaya P.O.-Khatra Dist.-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 of Education.

Date: 26/10/2024

  
Signature of Principal  
Principal  
Khatra Adibas Mahavidyalaya  
P.O. Khatra Dist. Bankura



**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, NET Qualified.	SACT-II (w.e.f. 01.01.2020) SACT-I (w.e.f. 05.11.2022)	Inclusive Education & Teacher Education	8 Years +	Nil
<b>RABIN BANERJEE</b>	M.A., M. Ed. Ph.D. in Education (Pursuing)	Invitee Lecturer (w.e.f. 26.11.2021.)	Educational Technology & Principles of Education	3 Years	Nil
<b>SUKANTA MAHATA</b>	M.A., M. Ed.	Invitee Lecturer (w.e.f. 22.11.2021.)	Educational Psychology & Teacher Education	3 Years	Nil
<b>ISHITA CHAKRABORTY</b>	M.A. (Education), SET Qualified.	Invitee Lecturer (w.e.f. 14.09.2023.)	Philosophical Foundations of Education & Women Education	1 Year Running	Nil

## Annexure 2: Syllabus Module

Session	Link
2023-24	<a href="https://kamv.ac.in/dept_contents.php?did=16&amp;item_id=2">https://kamv.ac.in/dept_contents.php?did=16&amp;item_id=2</a>

## Annexure3: CO, PO

Link for CO, PO is [https://kamv.ac.in/dept\\_contents.php?did=16&item\\_id=10](https://kamv.ac.in/dept_contents.php?did=16&item_id=10)

## Annexure 4: Feedback Form 2023-24

Link for Feedback Form is [https://kamv.ac.in/dept\\_contents.php?did=16&item\\_id=9](https://kamv.ac.in/dept_contents.php?did=16&item_id=9)

**Annexure 5: Result Analysis of 2023-24 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	62	11	02	00	49	13	21%
U.G. 2 <sup>nd</sup> Semester Programme	62	NA	NA	NA	NA	NA	NA
U.G. 3 <sup>rd</sup> Semester Programme	01	00	00	00	01	00	00 %
U.G. 4 <sup>th</sup> Semester Programme	01	NA	NA	NA	NA	NA	NA
U.G. 5 <sup>th</sup> Semester Programme	07	03	00	00	04	03	43%
U.G. 6 <sup>th</sup> Semester Programme	07	04	00	00	03	04	58%

**Annexure 6: Project on School Activity Survey**

Link for Project on School Activity Survey is [https://kamv.ac.in/dept\\_contents.php?did=16&item\\_id=5](https://kamv.ac.in/dept_contents.php?did=16&item_id=5)

**Annexure 7: Field Visit in the session 2023-24**

Link for Field Visit [https://kamv.ac.in/dept\\_contents.php?did=16&item\\_id=5](https://kamv.ac.in/dept_contents.php?did=16&item_id=5)