



# BANKURA ZILLA SARADAMANI MAHILA MAHAVIDYAPITH

Nutanchati, Opposite Axis Bank, Bankura,  
West Bengal, Pin-722101

## ACADEMIC AUDIT REPORT For the Academic year 2018 - 2019

Academic Audit of Department : Political Science								
Period of Audit: 2018-2019								
<b>I - COLLEGE PROFILE (To be filled in by the IQAC Co-ordinator)</b>								
1	Name of the Department, Website, email and Ph. No.		Department: Political Science, E-mail id: <a href="mailto:sarada_6@yahoo.co.in">sarada_6@yahoo.co.in</a> ; Ph. No.: 03242-251194					
2	Name of the HOD, email & Mob. No.		Prof. Santi Ram Mandal, E-mail: <a href="mailto:profsrmandal@gmail.com">profsrmandal@gmail.com</a> ; Mobile No: 9434712245					
3	Name of the IQAC Coordinator, email & Mob. No.		Dr.Nityananda Patra, <a href="mailto:nityananda.patral1967@gmail.com">nityananda.patral1967@gmail.com</a> Mobile No.: 9474144885					
4	Year of Establishment/ Year of Affiliation		1973/1975					
5	NAAC Grade with Cycle, Accredited Year (if not Accredited Status of Preparations)		Grade A (3.04) Cycle 2 2015					
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:			Teaching	Non Teaching			
	Teaching -		Govt. approved :	02	-			
	Non Teaching-		Management approved :	-	-			
	Supportive Staff -		Govt. approved Contractual :	01	-			
	Other if any -		Management approved Contractual :	-	-			
			Guest Working:	01	-			
9	Course wise & Year wise Students strength particulars		<b>No of Students</b>	<b>Sem-I</b>	<b>Sem-II</b>	<b>Sem-III</b>	<b>Sem-IV</b>	<b>3<sup>rd</sup> Year</b>
				<b>18-19</b>	<b>18-19</b>	<b>18-19</b>	<b>18-19</b>	<b>18-19</b>
			<b>Honours</b>	60	54	24	23	34
			<b>General</b>	32	32	25	24	80



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<b>II - CURRICULAR ASPECTS</b>		<b>Statement</b>	<b>Impression/Recommendation/ Remark by Academic Advisors</b>	<b>Status</b>	<b>Grade</b>
1	Departmental Annual Curricular Plans	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 I) PO, CO & PSO is also formulated.	Well-maintained.	Good	A
2	Departmental Activities and Records of students' and Teachers' participation for the Academic Year 2018 to 2019	Every activity is recorded such as Departmental meetings, Departmental Seminar, Student-Seminar, Class Tests, Meetings of committees related to Parent-Student -Teacher formed by the department etc.	Well-maintained.	Good	A
3	Add-on Courses completed during Academic Year 2018 to 2019	NIL	At least introduction of some vocational training courses be made compulsory every year to impart practical knowledge.	Poor	C
4	Plan for introduction of new Add-on Courses in Academic Year 2018 to 2019	NIL	At least introduction of some vocational training courses be made compulsory every year to impart practical knowledge.	Poor	C
5	Coverage of Syllabus (Average Percentage)	More than 90% syllabus is covered for all courses of UG program. Records are kept in the individual Teacher's Diary.	100% coverage of the syllabus should be made mandatory because it will help the advanced students immensely.	Good	A
6	Maintenance of Student Attendance Registers	Day to day attendance is recorded in the Student Attendance Registers.	Well-maintained	Good	A
7	Feedback forms on Curriculum from students	Feedback is taken and analyzed. (Annexure –II) Attempts are being made to submit the Feedback online by the students from the current session. Suggestions and Proposals from students have	Well-maintained	Good	A



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		been carefully analyzed. Some of the demands have been fulfilled by the department in the interest of the students.		
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\*\* Grade A (Good) / B (Satisfactory) / C (Poor)

<b>III - TEACHING, LEARNING &amp; EVALUATION</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	The teaching diaries and plans are maintained by all the teachers of the department and those are verified and signed by the Principal.	Well maintained.	Good	A
2	Co-Curricular Activities (Departmental Level)	Students of each year/ semester organized Teachers' Day celebration program every year in the department.	Arrangement of Exhibition at least once a year is recommended.	Good	A
3	Degrees offered	UG programs run by the department.	Job-oriented programmes be introduced, if possible.	Good	A
4	Conduct of Internal Examinations-continuous assessment & Mid-Term Test	Continuous assessment is carried out by the department in the form of Class Test, Mid-term test, Concept Test, Surprise Test, Practical Test and Internal Assessment.	Well maintained and documented.	Good	A
5	Remedial Classes	Remedial classes are conducted for each semester as and when required subject to the availability of time and convenience of student and teachers. Sometimes in the remedial classes, evaluated and assessed answer scripts are shown to the students for their self-assessment and better understanding of the subject.	Well-maintained.	Good	A

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6	Record of Mentoring of students by teachers	Record of mentoring of students by teachers is maintained by the department. However, mentoring is also provided outside the class .	Well-maintained.	Good	A
7	Result Analysis for the years 2018 & 2019	Result analysis is done according to result sheet provided by the University (Annexure-III).After critical analysis of the results, the students are advised about how to improve both the theoretical and practical marks.	Well maintained.	Good	A

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



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<b>IV - RESEARCH AND CONSULTANCY</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	Nil	All Departmental teachers be encouraged to complete their Ph.D.	Poor	C
2	No. of Faculty registered for Ph. D (attach details)	One permanent faculty and one PTT faculty pursuing Ph.D. Annexure-VIII	All Departmental teachers be encouraged to complete their Ph.D.	Satisfactory	B
3	Number of Major/Minor/Other Research Projects (attach details)	Major: Nil	Other funding agencies may be explored.	Poor	C
		Minor: Nil			
		Others: Nil			
4	Number of Research Papers Published in Academic year (Internationals/Nationals Journals) (attach details)	Nil	Inadequate.	Satisfactory	B
		Nil			
5	Number of Papers Presented in Academic year 2018 to 2019 (International/National/State Level Conference) (attach details)	International: Nil	Inadequate.	Satisfactory	B
		National : 01 (Annexure-IV)			
		State Level Conference: 01 (Annexure-IV)			
6	Number of Books Published in Academic year 2018 to 2019 (Single Author/Co Author) (attach details)	As a Single Author – 04 (Annexure-V)	Inadequate.	Satisfactory	B
		As a Co-Author – Nil			
7	Number of Seminars / Workshops / Training Program Conducted in the Academic year (International / National / State) (attach details)	04 (Annexure-VI)	Efforts to be made to conduct National/International Seminars	Satisfactory	B
8	Student Seminars/ Workshop/ Exhibition/ Project in the Academic Year (other than University)	04 Annexure-VII	Arrangement of Exhibition at least once a year is recommended.	Satisfactory	B
9	Record of Consultancy in Academic year 2018 to 2019 (attach details)	Nil	Initiative should be taken by the college to invite various companies for placement, if possible.	Poor	C



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1 0	Record of MOUs in Academic year 2019 to 2020 (attach details)	NIL	Initiative should be taken by the college, if possible.	Poor	C
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\*\* Grade A (Good) / B (Satisfactory) / C (Poor)

<b>V - EXTENSION ACTIVITIES</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)	NIL	Initiative may be taken by the Department.	Poor	C
2	Field Visit (attach records)	NIL	Initiative may be taken by the Department.	Poor	C
3	Industry Visit (attach records)	NIL	Initiative may be taken by the Department.	Poor	C
4	Any Other Club (attach records)	NIL	Initiative may be taken by the Department.	Poor	C
5	Any other social service activity undertaken by the students and teachers/students/teachers of the department (attach records)	Some teachers are members of some non- govt. social organizations.	Adequate	Good	A

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

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**Recommendation/Suggestions by Academic Advisors**

Suggestions for improvement/progress of the department	Sheet attached		
Declaration by the Department	1	Signatures of Academic Advisor with designation <i>[Signature]</i> (Inspector of Colleges)	Seal Inspector of Colleges (Addl. Charge) Bankura University
	2		
	3		
Signature of the HOD with date			
Signature of the Principal with date			

**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.

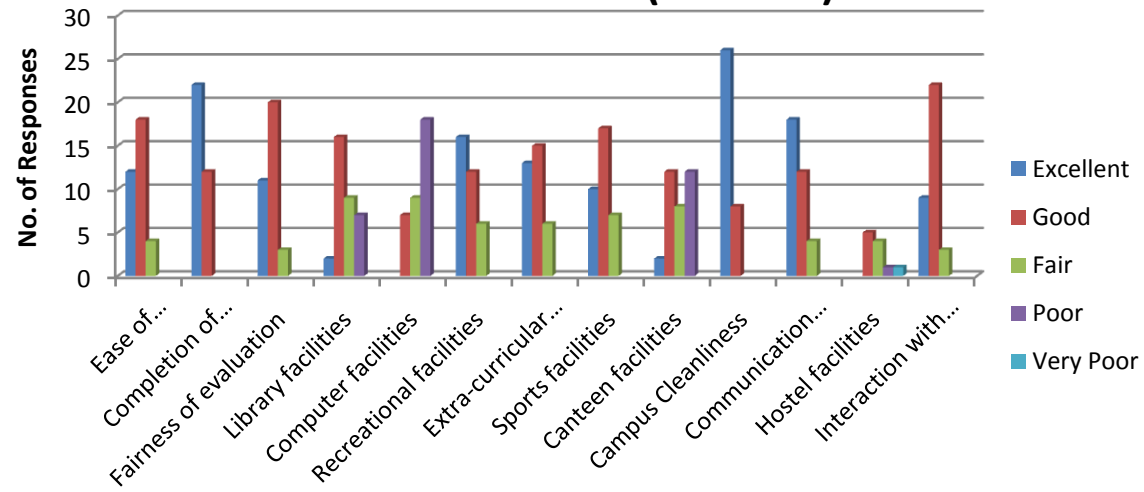
Date:

Signature of Principal  
**Principal**  
Bankura Zilla Saradhamani  
Mahila Mahavidyalaya

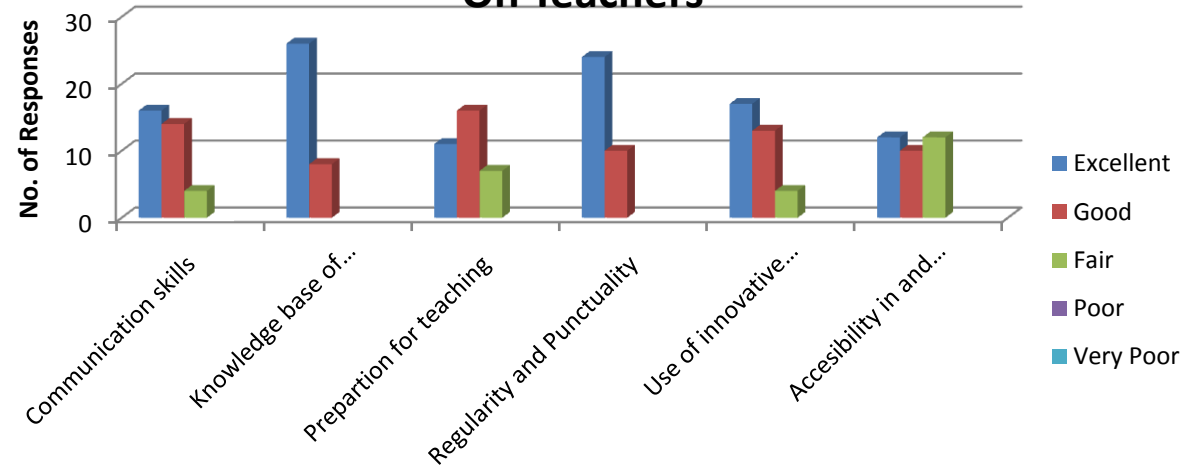
Students' Feedback (2018-19)						
No. of Responses						
Questions	Excellent	Good	Fair	Poor	Very Poor	
Ease of comprehension of subjects taught	12	18	4			34
Completion of syllabus	22	12				34
Fairness of evaluation	11	20	3			34
Library facilities	2	16	9	7		34
Computer facilities		7	9	18		34
Recreational facilities	16	12	6			34
Extra-curricular activities	13	15	6			34
Sports facilities	10	17	7			34
Canteen facilities	2	12	8	12		34
Campus Cleanliness	26	8				34
Communication facilities	18	12	4			34
Hostel facilities		5	4	1	1	11
Interaction with administration	9	22	3			34
On Teachers						
Communication skills	16	14	4			34
Knowledge base of teachers	26	8				34
Preparation for teaching	11	16	7			34
Regularity and Punctuality	24	10				34
Use of innovative methods	17	13	4			34
Accesibility in and outside the class	12	10	12			34



## Students' Feedback (2018-19)



## Students' Feedback (2018-19) On Teachers



### **Annexure-III**

#### **(Result Analysis for the years 2018 & 2019)**

<b>Year</b>	<b>Total No. of Students appeared for the End-Semester Examination</b>	<b>Total No. of Students passed</b>	<b>Remarks</b>
2018-2019	21	04	1 <sup>st</sup> Class- 00
			2 <sup>nd</sup> Class- 04

Discuss about the analysis of result of final examination of 2019 and it is resolved that:

1. Updated information regarding the subject should be provided in the class hours.
2. Some special classes apart from the regular classes should be taken in certain week.
3. Students should be inspired to take online classes for better knowledge and perfection.
4. Smart classes should be taken in every week.
5. Analyze the previous year's questions and follow the question pattern accordingly the preparation should be started and thoroughly practice more and more question answers.
6. Library hours should be increased and every week a certain time for library reading session should be allotted.
7. The number of reference books, journals, and magazines and text books should be increased in the library.
8. Interdisciplinary classes should be arranged for betterment of their knowledge.
9. Practice more and more at home and for any doubt arises, doubt clearing classes should be arranged.

**(Annexure-IV)**

<b>Papers Presented in the Conferences in the Academic year-2018-2019</b>		
<b>Name of the Faculty</b>	<b>Details</b>	<b>Level</b>
<b>Dr. Priyanka Banerjee</b>	Paper presented on “ <i>Sister Nivedita’s views on Dharma</i> ” in Indian Social Science and Humanities Congress 2018, Samagam 18, organised by Paschimbanga Anchalik Itihas O Loksanskriti Charcha Kendra, Kolkata, July, 2018.	<b>State</b>
	Presented paper on “ Democratic Decentralisation in India: An Overview” in one day National Seminar on Dynamics of Parliamentary Democracy in India: Problems and Challenges, organised by the Department of Political Science, Bankura Christian College, 16th March, 2019.	<b>National</b>

**(Annexure-V)**

<b>Books/Volumes published in the Academic year-2018-2019</b>		
<b>Name of the Faculty</b>	<b>Details</b>	<b>Remarks (Single/Co – Author)</b>
Dr. Priyanka Banerjee	Article on “ <b>Bharater Itihas: Bhagini Niveditar Bhasyo</b> ”in Itihas Anusandhan, vol. 33, Paschimbanga Itihas Samsad, Kolkata, January, 2019, ISBN. 978-81-939476-0-9.	Single
	Article on “ <b>Sister Nivedita on Education</b> ” in “State, Politics and Contemporary World” edited by Ranjana Sarkar(Ghosh), Paschimbanga Anchalik Itihas O Loksanskriti Charcha Kendra, Kolkata, July, 2018, ISBN. 978-93-88207-03-4.	Single
	Article on “ <b>Casteism in Ancient India</b> ” in “Oitijhha O Sanskriti” edited by Dr. Anurupa Mukhopadhyay, Bangiya Sahitya Samsad, Kolkata, October, 2018, ISBN. 879-93-86508-80-5.	Single
Sri Munna Lal Tikait	“Globalisation: Indian Society And Culture”(PP – 163-165), Aotihya O Sanskriti, ISBN: 879-93-86508-80-5, October 2018.	Single

**(Annexure-VI)**

Seminars/Workshops/Training Programme in the Academic year-2018-2019			
Name of the Faculty	Details	Remarks (Seminars/ Workshop/Training )	Level
Dr. Priyanka Banerjee	Participated in One Day Workshop on "CBCS and SYLLABI of Bengali, History, Music and Physics Departments", Organised by IQAC, Bankura Zilla Saradamani Mahila Mahavidyapith, 29th March, 2019	Workshop	State
	Attended Special Lecture on “India in the Contemporary Multipolar World” & “Post-Marxist Thery”,organised by Department of Political Science, Bankura University, February, 2019.	Seminar	State
	Workshop on Under-Graduate Syllabus, organised by Department of Political Science, Bankura University, October, 2018.	Workshop	State
Prof. Munna Lal Tikait	Attended Special Lecture on “India in the Contemporary Multipolar World” & “Post-Marxist Thery”,organised by Department of Political Science, Bankura University, February, 2019.	Seminar	State