Aliah University

Academic Audit
2019-20
JMC

MOHAMMAD REYAZ
Assistant Professor
Department of Journalism & Mass Communication
Aliah University, Kolkata

13/3/2023
HEAD (OFFICIATING)
Department Of Journalism & Mass Communication
Aliah University, Kolkata

The Academic Audit process of Aliah University focuses on four key functional areas:

1. Academic Management
2. Academic Practices
3. Infrastructure and supportive facilities
4. Initiatives and Supplementation

13/03/2023

Academic Management

Information about HOD/ HOD (Officiating)

1] Name: Dr Mohammad Reyaz

2] Designation: Assistant Professor

3] Qualification:MA in Convergent Journalism and Ph. D in International Studies

4] Teaching experience (in years): 3 years

5] Industry experience (if any in years): 5 years

6] Number of teaching hours per week: 16

7] Number of Research Projects/Publications/
Study material developed during the academic year (provide list in separate sheet):

1.ICSSR-IMPRESS Project; 1 book chapter and 2 articles in peer reviewed journals

8] Contribution to enrich quality of teaching-learning
during the academic year:
(Seminars/Workshops/lectures/field visits organized): 1

Committee	Position held	Work done/ Activity
Conference Organising Committee	Chairperson	International Conference "Bengali Muslims at the crossroads" 16-11-2019 to 17-11-2019

9] Contribution To The Growth And Development Of The
University During The academic year:

Committee	Position held	Work done/ Activity
Departmental Committee	Chairperson	
AU Publication Committee	Convenor	Published half yearly newsletters

Departmental Purchase Committee	Chairperson	
Purchase Committee of History Dept	Member	
Purchase Committee of Geography Dept	member	
Board of Studies	Chairperson	Modification/updation of Syllabus

10] Other responsibilities (Please specify, add rows if required):

1	
2	

11] BestPracticesinteaching&academic-administrationintroducedinthedepartmentinthe academic year (Please specify, add rows if required):

1	Practice based teaching learning and evaluation
2	

Information about Teaching Members (to be filled by individual Teaching member)

1] Name: Ghazala Yasmin

2] Designation: Assistant Professor

3] Qualification: M.A.

4] Teaching experience (in years): 6

5] Industry experience (if any in years): 10

6] Number of teaching hours per week: 16

7] Number of Research Projects/Publications/ Study material developed during The academic year (provide list in separate sheet):

P] Contribution to enrich quality of teaching-learning
during the academic year:
(Seminars/Workshops/lectures/field visits organized):
Media Production Workshop
Nukkad Natak

9] Contribution To The Growth And Development Of The
University During The academic year:

Committee	Position held	Work done/Activity
Departmental Committee	Member	Discharge of administrative and academic activities
Hostel Management Committee	Member	Discharge of administrative responsibilities in the management of Aliah University Hostels
General Purchase Committee	Member	Procurement of goods/ miscellaneous products for University requirement
Time Table Committee	Member	Preparation of Centralised timetable for the Park Circus Campus
Space Allocation Committee	Member	Allotment of classrooms for GE/ Common courses
Board of Studies	Member	Modification/updation of Syllabus
Signage Committee	Member	Development of University signage system
Internal Complaints Committee	Member	Disciplinary activities against complaints of sexual harrassment at the workplace
Canteen Committee	Member	Running and coordination of the University canteens

10] Other responsibilities (Please specify, add rows if required):

1	
2	

11] Best Practices in teaching & academic-administration introduced in the department in the academic year (Please specify, add rows if required):

1	Use of powerpoint presentations/ ebooks, audio/video manuals/ film screenings
2	Class tests/group discussions/ student internships at media

Information about Teaching Members (to be filled by individual Teaching member)

1] Name: Dr. Kaifia Ancer Laskar

2] Designation: Assistant Professor

3] Qualification: Ph. D in Mass Communication

4] Teaching experience (in years): 3 years

5] Industry experience (if any in years):2 yrs

6] Number of teaching hours per week: 16

7] Number of Research Projects/Publications/
Study material developed during
The academic year (provide list in separate sheet):1

8] Contribution to enrich quality of teaching-learning
during the academic year:
(Seminars/Workshops/lectures/field visits organized):1

9] Contribution to the growth and development of the
University during the academic year:

Committee	Position held	Work done/ Activity
DCM,	member	Administrative and academic responsibilities
Conference Organising Committee	Convenor	International Conference "Bengali Muslims at the

Dr Kaifia Ancer Laskar 13/03/2023

		crossroads" 16-11-2019 to 17-11-2019
Board of Studies	Member	Modification/updation of Syllabus

10] Other responsibilities (Please specify, add rows if required):

1	Member Convocation core committee, Member BOS, Convenor DRC
2	

11] Best Practices in teaching & academic-administration introduced in the department in the academic year (Please specify, add rows if required):

1	Practice based teaching learning and evaluation
2	

Academic Practices

Academic Practices (for the academic year:_2019-2020)

1] Total number of teaching-days in the academic year:

2] Total number of permanent teaching staff:3

3] Total number of permanent teaching staff with PhD: 2

4] Number of programmes offered (please specify): 2 (PG JMC, Ph. D programme)

5] Number of sanctioned intake of students and Number of actual admissions: 40,

6] How many teaching members have attended Orientation Programme/ Refresher Course/ FDP/ Workshop/ Training Programme/ Research Methodology Course/ Capacity Building Programme etc.:3

7] Number of Orientation Programme/ Refresher Course/ FDP/ Workshop/ Training Programme/ Research Methodology Course/ Capacity Building Programme etc. organised by the department:0

Dr. Wanjr Anachah
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8] Number of Training Programme/ Consultancy offered
By the department: 0

9] Number of academic collaborations made by the department: 0

10] Innovative practices (please specify): Documentary film making, Nukkad Natak performances, Radio podcasts, Web blog creation, Promotional video production

Teaching-Learning-Evaluation process (for the academic year:_2019-20)

1] Does teaching members participate in course designing? yes

2] Does the department have a structured Board of Studies or similar academic body to design/ expand/ modify course content? yes

3] Does the programme follow: Elective based structure
      a. CBCS structure
      b. Elective-based structure
      c. Any other, please specify

4] Does the department follow Academic Calendar implemented
By the University? yes

5] Use of Teaching-Learning tools/ platforms (Please specify): LCD
      a. OHP
      b. LCD
      c. Interactive Boards
      d. LMS
      e. Any other

6] Use of ICT in Teaching-Learning-Evaluation
      a. e-books
      b. e-journals
      c. research database/ repositories
      d. IT enabled classroom
      e. Online assignment
      f. Online assessment
      g. Online feedback

7] Weekly class hour per course (average): 4

8] Whether remedial/ tutorial classes included in class routine? yes

9] Does the programme offered has scope of Internship/ Project/
Field work/ Seminar presentation/ Industrial training? yes

10] Does the department follow progressive evaluation of students? yes

11] Number of students appeared and passed in the academic year:5

Research output (for the academic year: 2019-2020)

1] Does the department offer MPhil/ PhD/ Post-Doctoral Programme:
(Please specify):yes

2] Number of students/ scholars registered/ enrolled
in MPhil/ PhD/ Post-Doctoral Programme (If the answer to Q1 is yes):4

3] Number of publications in refereed & peer-reviewed journals:2

4] Number of book/ edited-volume/ book-chapter published with ISBN:2

5] Number of patents registered: 0

6] Number of revenue generating events (Consultancy, Training Programme,
MDP/ EDP etc.): 0

7] Number of Seminar/ Conference/ Workshop/ FDP etc organised at
State/ National/ International level:1

8] Number of sponsored research projects:1 ongoing
        a. Completed
        b. Ongoing

9] Number of collaborative research projects: 0
        a. Completed
        b. Ongoing

10] Any innovative research initiative adopted and implemented (please specify): 0

Infrastructure & facilities (departmental level)

1] Number of classrooms:2

2] Number of ICT-enabled classrooms:1

3] Number of laboratories: 0

4] Availability of licensed software/ databases: 0

5] Number of tutorial rooms: 0

6] Number of seminar halls: 0

7] Number of rooms for the teaching members:5

8] Number of computer/ printer/ scanner available:20
  - a. In laboratory: 7
  - b. In teachers' enclosure: 4
  - c. For Research scholars: 1
  - d. For Administrative purpose: 1

9] Whether Internet facility available in classrooms/ laboratory / teachers' enclosure?: yes

10] Whether reprographic facility available?: no

11] Number of washroom facility (for male):1

12] Number of washroom facility (for female):1

13] Presence of appropriate signage:yes

14] Barrier free environment ensured? yes

[signature] 13/03/2023

Initiatives and Supplementation for Students:

1] Whether Mentorship (Teacher-driven) for students is in place? yes

2] Do the students participate in extra-academic activities and pursue Co-curricular activities? yes

3] Does the department arrange Industry-visit/ Industrial lecture/ Field-trips/ Excursions/ Archeological trips/ Exhibitions etc. for students? yes

4] Does the department arrange seminars/ workshops/ skill-development programmes etc. for students? yes

5] Does the department arrange programmes for the students focusing Soft-skill and Personality development? yes

6] Does the department have any Student Forum/ Club/ Chapter etc.? no

7] Does the department have a students' feedback mechanism in place? yes

8] Are the students provided with Training and Placement support? yes

9] Do the students receive ICT-based teaching? yes

10] Can the students access digital resources offered by the University library? yes

11] Please indicate the number of students those have qualified for NET/SET/GATE/GMAT/SLET/WBCS/UPSC or any other Competitive Exam (for the specific period): 0

12] Please indicate the number of students those have progressed for higher studies (for the specific period): 1

13] Please indicate the number of students those were offered placements by the University (for the specific period): 2

Annexure 1

Mohammad Reyaz (2019). [Book Review] Irfan Ahmad, *Religion as Critique: Islamic Critical Thinking from Mecca to the Marketplace*. *SAGE Society and Culture in South Asia*, Vol. 5, No. 1, pp. 163–166. https://doi.org/10.1177/2393861718787901 .

Mohammad Reyaz (2019). Hindutva's Reach Out to Muslims in 2014 Elections: A Historical Analysis. In *The Algebra of Warfare-Welfare: A Long View of India's 2014 Elections*, edited by Irfan Ahmad & Pralay Kanungo, pp. 242-270. New Delhi: Oxford University Press.