


# Aliah University


## Academic Audit

2022-23


JMC

  
27.09.2023

HEAD (OFFICIATING)  
Department Of Journalism & Mass Communication  
Aliah University, Kolkata

  
27.9.23

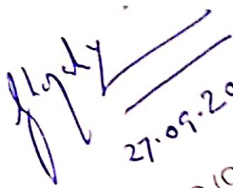
Dr. Karif Anwar Khan  
27/09/23

  
Siddhartha  
27/9/2023

H R Khan  
27/9/23

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

  
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# Academic Management

## Information about HOD/ HOD (Officiating)

1] Name: Ghazala Yasmin (HoD from 5 November 2021 )

2] Designation: Assistant Professor

3] Qualification: MA NET

4] Teaching experience (in years): 10 years

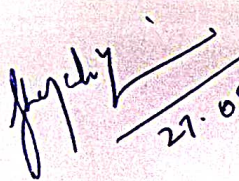
5] Industry experience (if any in years): 10 years

6] Number of teaching hours per week: 16 hours

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):

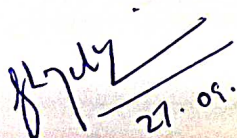
Sl No	Position	Event
1	Chairperson and Convenor	One Day International Seminar on 'Media, Democracy and South Asia', on 18th January 2023
2	Co ordinator	Capacity-Building Workshop on Counselling/guidance for SSC, in collaboration with Staff Service Commission, Ministry of Personnel, Public Grievances and Pensions, Government of India, held on 8th March 2022

  
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3	Co ordinator	2 days Editing Workshop for documentary Filmmaking by Mr Jishnu Sen, Assistant Professor-Editing, Satyajit Ray Film and Television Institute, Kolkata, held on 30/11/2022 and 8/11/2022
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9] Contribution To The Growth And Development Of The University During The academic year:

Committee	Position held	Work done/ Activity
BOS	Chairperson	Modification/Updation of CBCS Syllabus
Departmental Committee	Chairperson	Discharge of administrative and academic activities
Departmental Purchase Committee	Member	Procurement of Articles for studio/ Lab equipment and miscellaneous purchase
Academic Council	Member	Academic Decision Making and Overview of Academic Affairs
Time table Committee	Member	Preparation of Centralised timetable for the Park Circus Campus
Canteen Committee	Member	Running and coordination of the University canteens
General Purchase Committee	Member	Procurement of goods/ miscellaneous products for University requirement
Disciplinary Committee	Member	Disciplinary scrutiny/ actions/recommendations against disciplinary misconduct
Institute Innovation Cell	Member	Establishment of Innovation Center and Incubation lab for the promotion of innovation, entrepreneurship and start-ups

  
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Internal Investigation Committee	Member	Disciplinary scrutiny and review
Convocation Committee	Member	Preparation for the organisation of University Convocation (media-related activities)
Space Allocation Committee	Member	Allocation of classrooms and other spaces for the various Departments of the Park Circus Campus

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/ ICT tools/Google classroom/ 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)

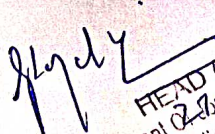
1] Name: Ghazala Yasmin (HoD from 5 November 2021 )

2] Designation: Assistant Professor

3] Qualification: MA

4] Teaching experience (in years): 10 years

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

  
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6] Number of teaching hours per week: 16 hours

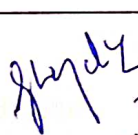
7] Number of Research Projects/Publications/  
Study material developed during  
The academic year (provide list in separate sheet): 1

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

Sl No	Position	Event
1	Chairperson and Convener	One Day International Seminar on 'Media, Democracy and South Asia', on 18th January 2023
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9] Contribution To The Growth And Development Of The  
University During The academic year:

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BOS	Chairperson	Modification/Updation of CBCS Syllabus
Departmental Committee	Chairperson	Discharge of administrative and academic activities

  
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Departmental Purchase Committee	Member	Procurement of Articles for studio/ Lab equipment and miscellaneous purchase
Academic Council	Member	Academic Decision Making and Overview of Academic Affairs
Time table Committee	Member	Preparation of Centralised timetable for the Park Circus Campus
Canteen Committee	Member	Running and coordination of the University canteens
General Purchase Committee	Member	Procurement of goods/ miscellaneous products for University requirement
Disciplinary Committee	Member	Disciplinary scrutiny/ actions/recommendations against disciplinary misconduct
Institute Innovation Cell	Member	Establishment of Innovation Center and Incubation lab for the promotion of innovation, entrepreneurship and start-ups
Internal Investigation Committee	Member	Disciplinary scrutiny and review
Convocation Committee	Member	Preparation for the organisation of University Convocation (media-related activities)
Space Allocation Committee	Member	Allocation of classrooms and other spaces for the various Departments of the Park Circus Campus

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):

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

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

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): 7 years

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

6) Number of teaching hours per week: 16 hours

7) Number of Research Projects/Publications/ Study material developed during The academic year (provide list in separate sheet): 1 Book chapter (co-authored)

8) Contribution to enrich quality of teaching-learning during the academic year: (Seminars/Workshops/lectures/field visits organized):4

Sl No	Position	Event	Date
1	Co ordinator	Departmental Research Committee of the Department of Journalism and Mass Communication organizes a Half-Day Workshop/Deliberation on Community Communication with Prof Vinod Pavarala and Prof Vasuki Belavadi Hyderabad University on 5 December 2022	05/12/2022
2	Co ordinator	Departmental Research Committee of the Department of Journalism and Mass Communication organizes Focused Discussion on "Theoretical and Methodological Framework"	21/12/2022

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		By Dr. Meraj Mubarki, Assistant Professor, Department of Mass Communication and Journalism, MANUU, Hyderabad On 21 December 2022	
3	Co ordinator	Departmental Research Committee of the Department of Journalism and Mass Communication organizes a Half-Day Deliberation on "Preventing and addressing global Islamophobia: Insights on relevant Research Methodologies" with Prof. Mohan J. Dutta	19/01/2023
4	Co ordinator	Departmental Research Committee of the Department of Journalism and Mass Communication organizes a Half-Day Deliberation on Language Journalism and Way Forward with Mahtab Alam and Nurullah Jawaid On 14 March 2023	14/03/2023

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

Committee	Position held	Work done/ Activity
Departmental Committee	Member	
AU Publication Committee	Convenor	
Departmental Purchase Committee	Convenor	
Purchase Committee of History Dept	Member	
Purchase Committee of Geography Dept	member	
Board of Studies	Member	Modification updatation of CBCS syllabus

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

1	
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2	
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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	

**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): 7 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): 3

8] Contribution to enrich quality of teaching-learning  
during the academic year:  
(Seminars/Workshops/lectures/field visits organized): 4

Sl No	Position	Event	Date
1	Co ordinator	Departmental Research Committee of the Department of Journalism and Mass Communication organizes a Half Day	05/12/2022

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		Workshop/Deliberation on Community Communication with Prof Vinod Pavarala and Prof Vasuki Belavadi Hyderabad University on 5 December 2022	
2	Co ordinator	Departmental Research Committee of the Department of Journalism and Mass Communication organizes Focused Discussion on "Theoretical and Methodological Framework" By Dr. Meraj Mubarki, Assistant Professor, Department of Mass Communication and Journalism, MANUU, Hyderabad On 21 December 2022	21/12/2022
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9) Contribution to the growth and development of the University during the academic year:

Committee	Position held	Work done/ Activity
DCM	Member	
Board of Studies	Member	Modification updation of CBCS syllabus
Convocation core committee	Member	

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):

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1	Practice based teaching learning and evaluation
2	

## Academic Practices

Academic Practices (for the academic year: 2022-2023)

- 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)
- 5] Number of sanctioned intake of students and Number of actual admissions: 40, 40
- 6] How many teaching members have attended Orientation Programme/ Refresher Course/ FDP/ Workshop/ Training Programme/ Research Methodology Course/ Capacity Building Programme etc.: 2
- 7] Number of Orientation Programme/ Refresher Course/ FDP/ Workshop/ Training Programme/ Research Methodology Course/ Capacity Building Programme etc. organised by the department: 4
- 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,

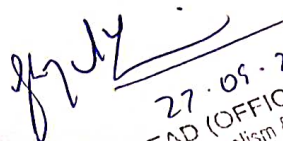
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Promotional video production  
Advertisement Poster preparation

**Teaching-Learning-Evaluation process (for the academic year: 2022-2023)**

- 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, OHP
  - a. OHP
  - b. LCD
  - c. Interactive Boards
  - d. LMS
  - e. Any other
- 6] Use of ICT in Teaching-Learning-Evaluation
  - a. research database/ repositories
  - b. IT enabled classroom
  - c. Online assignment
  - d. 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:24

  
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## Research output (for the academic year: 2022-2023)

- 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): 8
- 3] Number of publications in refereed & peer-reviewed journals: 4
- 4] Number of book/ edited-volume/ book-chapter published with ISBN: 1
- 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 Completed
  - 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

  
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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: 1
- b. In teachers' enclosure: 4
- c. For Research scholars: 1
- d. For Administrative purpose: 1

9] Whether Internet facility available in 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

## 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

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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

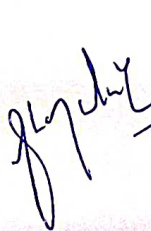
9] Do the students receive ICT-based teaching? yes

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): 0

13] Please indicate the number of students those were offered placements by the  
University (for the specific period): 4

  
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