Aliah University

Department of Management and Business Administration

<u>Academic Audit</u>
<u>Academic Year: 2018-19</u>

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

Academic Management

Information about HOD/ HOD (Officiating) (2018-19)

1] Name: KAUSHIK KUNDU
2] Designation: ASSOCIATE PROFESSOR
3] Qualification: MBA, PHD
4] Teaching experience (in years): 14
5] Industry experience (if any in years): 04
6] Number of teaching hours per week: 12
7] Number of Research Projects/Publications/
Study material developed during
The academic year (provide list in separate sheet): 02
8] Contribution to enrich quality of teaching-learning
during the academic year:
(Seminars/Workshops/lectures/field visits organized):
9] Contribution to the growth and development of the
University during the academic year:

Committee	Position held	Work done/ Activity
All university Committee as ex officio	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):

1	
2	

Information about Teaching Members (to be filled by individual Teaching member) (2018-19)

Parveen Ahmed Alam

1] Name: Parveen Ahmed Alam

2] Designation: Associate Professor / Professor (since 2.2.2019)

3] Qualification: PhD

4] Teaching experience (in years): 15 years

5] Industry experience (if any in years): 8 years

6] Number of teaching hours per week: 14 hrs per week (including Lectures, Tutorials, Practical, Project Supervision and Field work)

7] Number of Research Projects/Publications/   Publication - 3

Study material developed during   Study material developed

The academic year (provide list in separate sheet):

8] Contribution to enrich quality of teaching-learning

during the academic year:

(Seminars / Workshops / lectures / field visits organized):   Paper presented – 4

- Convener, 3ʳᵈ International Conference on Management and Business Practices - (ICMBP) 2019; Innovations and Practices in Business for Sustainable Growth at Aliah University, Kolkata; January 16-17, 2019.
- Attended One-Day Workshop on "Choice-based Credit System (CBCS)", Department of Management & Business Administration, Aliah University, 18th December, 2018.

9] Contribution to the growth and development of the

University during the academic year:

Committee	Position held	Work done/ Activity
Core Committee, Convocation (Memo No.: AU/REG/0968/18 dated 10-10-2018)	Member	Participated in meetings
NAAC Core Committee (Memo No.: U/REG/0418/19 dated 26-04-2019)	Member	Participated in meetings
The Centre for Research & Analysis on Bengal's Minority Communities (Memo No.: AU/REG/0240/19 dated 27-02-2019)	Member	Participated in meetings; proposal submitted
Internal Quality Assurance Cell (IQAC) (Memo No.: AU/REG/0380/19 dated 11-04-2019	Member	Participated in meetings and scrutiny of CAS applications

Committees continued since 2016-18

Committee	Position held	Work done/ Activity
Hostel Managing Committee (Memo No.: AU/REG/0125/16 dated 02-02-2016 & Memo No.: AU/REG/0706/16 dated 05-08-2016) till 14.5.2018	Vice Chairperson	Student intake, problem solving, purchases
NSS Advisory Committee (Memo No.: AU/REG/0751/16 dated 12-08-2016)	Member	No meetings held
Anti-Ragging Committee (Memo No.: AU/REG/0317 /17 dated 12-04-2017) (till	Member	Participate in hearing anti-ragging complaints,

May, 2018)		if any
University-Level Academic Journal Expert Committee(Memo No.: AU/REG/ 0373/17 dated 26-04-2017)	Member	No meetings held
Departmental Research Committee	Member	All activities related to PhD including conducting admission test and interview.
Disciplinary Committee (Memo No.: AU/REG/1253/17 dated 27-11-2017)	Member	Holding enquiries on all discipline related issues
Board of Studies, Department of Management & Business Administration, Aliah University (Memo No.: AU/REG/1317/17 dated 19-12-2017)	Member	Syllabus review and other academic issues
Internal Complaints Committee (Memo No.: AU/REG/1341/17 dated 12-12-2017)	Presiding Officer	Holding enquiries on complaints received, submitting report and creating awareness
blication Committee (Memo No.: AU/REG/0297/18 dated 26-03-2018)	Member	Newsletter publication
Board of Research Studies (Memo No.: AU/REG/0462/18 dated 04-05-2018) till 4.7.2019	Member	Participated in meetings
Training & Placement Committee (Memo No.: AU/REG/0468/18 dated 07-05-2018)	Member	Participated in meetings related to placement and meeting selection panel during campus recruitment

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	
2	

12] Engagement of Teacher with other institute/ university:
  ➢ University of Calcutta – MBA teaching

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

Sl. No.	Description	Publication Date
1.	Chakraborty, R. & **Alam, P.A.** (2018). "Key Drivers of Talent Management for Sustaining High Levels of Employee Retention: A Critical Study". Conference Proceedings of Bhavishya - **International Conference** on Management, Healthcare and Media, 2018; "Strategic	November, 2018

	Management and Leadership Styles: Paradigm Shifts", Future Institute of Engineering and Management, Kolkata, April 27 – 28, 2018 in *Bhavishya-ICMHM, 2018;* pp 338-351 (ISBN 978-93-5346-401-1).	
2.	Tripathy (Satpathy), S., Singh Ghosh, P. & **Alam, P.A.** (2019); Mental Well-Being and Stress of Women Security Forces. Conference Proceedings of *International Conference* on Management and Business Practices - (ICMBP) 2018; Emerging Trends in Management Research at Aliah University, Kolkata, January 4-5, 2018 published in A.K. Baksi, K. Kundu & P.A. Alam (Eds) *Frontiers in Management Research;* pp123-133, Kolkata,India:Allied Publishers (ISBN 978-93-87997-66-0).	January, 2019
3.	Banerji, J. & **Alam, P.A.** (2019); Prevalent Behavioral Biases and their Prospective Relationship with the Personality Traits. Conference Proceedings of *International Conference* on Management and Business Practices – (ICMBP) 2018; Emerging Trends in Management Research at Aliah University, Kolkata, January 4-5, 2018 published in A.K. Baksi, K. Kundu & P.A. Alam (Eds) *Frontiers in Management Research;* pp134-148, Kolkata,India:Allied Publishers (ISBN 978-93-87997-66-0).	January, 2019

Arup Kumar Baksi

1] Name: Arup Kumar Baksi
2] Designation: Associate Professor
3] Qualification: PhD, MBA, MSc
4] Teaching experience (in years): 18 years
5] Industry experience (if any in years): 04 years
6] Number of teaching hours per week: 12 hrs
7] Number of Research Projects/Publications/
Study material developed during
The academic year (provide list in separate sheet): Publication - 8
8] Contribution/ Participation to enrich quality of teaching-learning
during the academic year:
(Seminars / Workshops / lectures / field visits organized):

1. Convener, 2nd International Conference on Management & Business Practices (ICMBP) – 2018 jointly sponsored by Aliah University, Kolkata & ICSSR, New Delhi on 4th & 5th January, 2018
2. Coordinator, One-day Workshop on Choice-based Credit System (CBCS) organised by Dept. of Management & Business Administration, Aliah University on 18th December, 2018
3. Resource Person in the National Workshop on Understanding SPSS & its Application in Research organised by A. K. Dasgupta Centre for Planning and Development (Centre sponsored by NITI Aayog, Govt. of India) on 20-24 November, 2018
4. Resource Person (Subject Expert) in developing MOOCs on Tourism and Hospitality Services Management for UGC SWAYAM Portal in collaboration with HNB Garhwal University, Srinagar, Garhwal; Course duration: 12/11/2018 – 28/02/2019

5. Resource Person in the National Workshop on Understanding SPSS & its Application in Research organised by A. K. Dasgupta Centre for Planning and Development (Centre sponsored by NITI Aayog, Govt. of India) on 20-24 November, 2018
6. Paper presenter in the International Conference on 5S- Strategy, System and Service for Sustainability and Scalability of Business organised by School of Management, Dept. of Management Studies, Pondicherry University, 23-24 March, 2018
7. Paper presenter in the 2nd International Conference on Management & Business Practices (ICMBP-2018) organised by Dept. of Management & Business Administration, Aliah University, Kolkata, 4-5 January, 2018
8. Paper presenter in the International Conference on Indian Trade & Commerce: Past, Present & Future organised by Institute of Media Studies and Kalinga Media Centre, Bhubaneswar, Odisha, 17-19 March, 2018
9. Paper contributor in the International Conference on Business and Sustainable Development (ICBSD), 2018 organised by Rajshahi University, Dhaka, Bangladesh, 8-9 March, 2018

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

Committee	Position held	Work done/ Activity
Hostel Management Committee	Chairman	All Hostel related activities
Anti Ragging Committee	Convener	Redressal of ragging related activities
IQAC	Member	Related activities

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

1	Convener, Departmental Research Committee
2	

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

1	Additional knowledge resources provided to the students in the form of open source e-books (from DOAB) and e-content (from DOAJ)
2	• Delivered lectures using ICT, both online and offline. CANVAS Instructure course URL: i. https://canvas.instructure.com/courses/1659707 (Strategic Management-I) ii. https://canvas.instructure.com/courses/1574052 (Advertising & Sales Promotion) iii. https://canvas.instructure.com/courses/1474225 (Strategic Management-II) Annotation tools used in delivering online lectures: iv. Voice Thread v. Thinglink vi. Padlet

Publication list (2018-19)

1. Baksi, A. K. (2018), An estimation of zone of tolerance based on destination atmospherics, *Abhigyan*, Journal of Fore School of Management, New Delhi, Vol.35, No. 4, pp. 1-11, (ISSN: 0970-2385). [UGC enlisted- Phase – II, No.: 63679]

2. Baksi, A. K. and Aich, A. (2018), Developing a Communication Satisfaction Scale for Internal Marketing in *Asian Journal of Management*, Vol. 9, No.1, pp.1-6, ISSN: 2321-5763 (online), ISSN: 0976-495X (print).[UGC enlisted: Phase-I, No.:3986]
3. Gupta, A. & Baksi, A. K. (2018) Impact of Pre Hire Orientation (PHO) on the Quality of Campus Placement: A study on BPS/ BPO Industry's Service Quality Perspectives, *Kindler*, Vol. 28, No.1&2 , pp.250-258, (ISSN: 0973-0486) [UGC enlisted – Phase-I, No.: 42831].
4. Gupta, A. & Baksi, A. K. (2018). Impact of Technology on Recruitment Process and Its Impact on Service Quality of HR Service Providers. *BIMS Journal of Management,* Bharatiya Vidya Bhaban Institute of Management Science, Vo. 3, No. 1, pp. 26-30 (ISSN: 2456-222X)
5. Baksi, A. K. (2018), Teaching the Teachers: The ICT way, in Teacher Education in the 21st Century: Issues & Concerns, Renu Publishers, New Delhi (ISBN: 978-93-85502-37-8), pp. 117-128.
6. Baksi, A. K. (2018), Developing TOURZOT: A model explaining zone-of-tolerance in Tourism services based on destination atmospherics, Exploring New Horizons in Management and Business Practices, Suhrid Publications, Kolkata (ISBN: 978-93-84099-29-9), pp. 39-56.
7. Khawash, N. &Baksi, A. K. (2018), Linking tourism service quality, tourist satisfaction and destination loyalty using Tourist Relationship Management framework, Exploring New Horizons in Management and Business Practices, Suhrid Publications, Kolkata (ISBN: 978-93-84099-29-9), pp. 137-152.
8. Baksi, A. K. (2018), Visual imageries as means of cognitive expression to destination bonding: A case of Instagram application, Exploring New Horizons in Management and Business Practices, Suhrid Publications, Kolkata (ISBN: 978-93-84099-29-9), pp. 201-224.

Kaushik Kundu

1] Name: Kaushik Kundu
2] Designation: Professor
3] Qualification: MBA, PhD
4] Teaching experience (in years): 15
5] Industry experience (if any in years): 04
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):
8] Contribution to enrich quality of teaching-learning
during the academic year:
(Seminars / Workshops / lectures / field visits organized):
9] Contribution to the growth and development of the
University during the academic year:

Committee	Position held	Work done/ Activity
Department of Management & Business Administration	Head	All the administrative activities to run the department

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

1	Ex-officio member of Academic Council
2	Member of Board of Research Studies

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

1	
2	

12] Engagement of Teacher with other institute/ university:

Teaching two courses at the Department of Business Management of the

Asraful Islam

1] Name:ASRAFUL ISLAM
2] Designation:ASSISTANT PROFESSOR
3] Qualification:MBA
4] Teaching experience (in years):6+
5] Industry experience (if any in years):4+
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):
8] Contribution to enrich quality of teaching-learning
during the academic year:
(Seminars/Workshops/lectures/fieldvisitsorganized):
Member-Convener, 3" International Conference on Management and Business Practices - (ICMBP) 2019; InnovationsandPracticesinBusinessforSustainableGroMhatAliahUniversity,Kolkata;January16-17,2019.

9] Contributiontothegrowthanddevelopmentofthe
University duringthe academic year:

Committee	Position held	Work done/ Activity
Hostel Management Committee	Chairman	All Hostel related activities

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

1	Examinations duty
2	

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

1	Mentoring
2	Assignments
	Remedial classes

Abdul Motin Ostagar

1] Name: Abdul Motin Ostagar

2] Designation: Assistant Professor

3] Qualification: PGDABM

4] Teaching experience (in years): 6

5] Industry experience (if any in years): 3

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): NIL

8] Contribution to enrich quality of teaching-learning
during the academic year:
(Seminars / Workshops / lectures / field visits organized):
 Joint Convenor, ICMBP 2019

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

Committee	Position held	Work done/ Activity
Convocation Committee	Member	Participated in the meetings
Organising Committee, UGC 12B Inspection	Team Member	Participated in the operations of the inspection visit
Departmental Purchase Committee	Member	Instrumental in purchasing activities
Board of Studies	Member	Participated in syllabus enrichment

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

1	Examinations Duty
2	

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

1	Mentoring
2	Assignments
3	Remedial Classes

12] Engagement of Teacher with other institute/ university: NA

Somnath Chatterjee

1] Name: **Somnath Chatterjee**
2] Designation: **Assistant Professor**
3] Qualification: **MBA, PhD**
4] Teaching experience (in years): **10.5**
5] Industry experience (if any in years): **Nil**
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):

    A. **Developed Study Material**
    B. **No. of Publication - 1**

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

A. Participated in 6TH Refresher Course in Business Studies at UGC-HRDC, The University Of Burdwan

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

Committee	Position held	Work done/ Activity
Time Table Committee	**Member**	**Coordinating routine related affairs**

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

1	**Departmental Examination Coordinator**

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

1	
2	

12] Engagement of Teacher with other institute/ university:

Ayan Majumdar

1] Name: Ayan Majumdar
2] Designation: Assistant Professor
3] Qualification: M.Com, P.hD, FCA
4] Teaching experience (in years): 13
5] Industry experience (if any in years): Nil
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):
8] Contribution to enrich quality of teaching-learning
during the academic year:
(Seminars / Workshops / lectures / field visits organized):
9] Contribution to the growth and development of the
University during the academic year:

Committee	Position held	Work done/ Activity
Preparation of Annual Report	Convenor	Preparing annual report of the university

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	
2	

12] Engagement of Teacher with other institute/ university:

Samiran Sur

1] Name: **Samiran Sur**

2] Designation: **Assistant Professor**

3] Qualification: **PhD**

4] Teaching experience (in years): **9**

5] Industry experience (if any in years): **6.5**

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):

    A. **Developed Study Material**

    B. **Research Publication - 1**

8] Contribution to enrich quality of teaching-learning

during the academic year:

(**Seminars** / Workshops / lectures / field visits organized):

    A. **Conference paper presented-3**

    B. **Conference Organised-1**

    C. **Attended 2 week FDP at Enterprise Development Institute**

9] Contribution to the growth and development of the

University during the academic year:

Committee	Position held	Work done/ Activity

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	
2	

12] Engagement of Teacher with other institute/ university:

Gholam Syedain Khan

1] Name: GHOLAM SYEDAIN KHAN

2] Designation: ASSISTANT PROFESSOR

3] Qualification: **M.COM, MBA, M.PHIL, PhD (Registered)**

4] Teaching experience (in years): 7 Years

5] Industry experience (if any in years):

6] Number of teaching hours per week:

7] Number of Research Projects/Publications/

Study material developed during

The academic year (provide list in separate sheet):

8] Contribution to enrich quality of teaching-learning during the academic year:

(Seminars / Workshops / lectures / field visits organized):

1. Organizing Member, 3rd International Conference on Management & Business Practices (ICMBP-2019). [21]
2.

9] Contribution to the growth and development of the

University during the academic year:

Committee	Position held	Work done/ Activity
Water Treatment Plant	Chairman	
Empanelment of Advertising Agencies	Chairman	
Shifting and Auction	Convener	

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

1	Appointed as **Board Observer** in **West Bengal Joint Entrance Examination 2019.** [22]
2	

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

1	
2	

12] Engagement of Teacher with other institute/ university:

Furquan Uddin

1] Name: Dr. Furquan Uddin

2] Designation: Assistant Professor

3] Qualification: Ph.D.

4] Teaching experience (in years): 3.5

5] Industry experience (if any in years): N.A.

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): 01

8] Contribution to enrich quality of teaching-learning

during the academic year:

(Seminars / Workshops / lectures / field visits organized):01

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

Committee	Position held	Work done/ Activity
Board of Studies	Member	Curriculum redesigned

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

1	Organising committee member ICMBP-2019
2	

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

1	
2	

12] Engagement of Teacher with other institute/ university:

Rashid K

1] Name: Rasheed K

2] Designation: Assistant Professor

3] Qualification: MBA

4] Teaching experience (in years): 1

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

6] Number of teaching hours per week: 12

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

8] Contribution to enrich quality of teaching-learning
during the academic year: Organising Member in ICMBP-2019
(Seminars / Workshops / lectures / field visits organized):

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

Committee	Position held	Work done/ Activity

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

1	Member, Board of Studies for the Dept. of M&BA
2	

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

1	
2	

12] Engagement of Teacher with other institute/ university:

Nasreen Nasar

1] Name: Nasreen Nasar
2] Designation: Assistant Professor
3] Qualification: MBA
4] Teaching experience (in years): 4.5 years
5] Industry experience (if any in years): NIL
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): NIL
8] Contribution to enrich quality of teaching-learning
during the academic year: Organising Member in ICMBP-2019
9] Contribution to the growth and development of the
University during the academic year:

Committee	Position held	Work done/ Activity
Sports Committee	Member	Organised Sports Day

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

1	Member, Board of Studies for the Dept. of M&BA
2	

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

1	
2	

12] Engagement of Teacher with other institute/ university:

Asima Sarkar

1] Name: Asima Sarkar
2] Designation: Assistant Professor
3] Qualification: M.Sc., PhD
4] Teaching experience (in years): 14
5] Industry experience (if any in years): NIL
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): 4
8] Contribution to enrich quality of teaching-learning
during the academic year:
(Seminars / Workshops / lectures / field visits organized): Organised ICMBP
9] Contribution to the growth and development of the
University during the academic year:

Committee	Position held	Work done/ Activity
Examination Committee	Member	Organised Departmental Examinations

Maintenance Committee	Member	Helped in different maintenance works

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	
2	

12] Engagement of Teacher with other institute/ university:

Zarnigah Parwez

1] Name: Zarnigah Parwez

2] Designation: Assistant Professor

3] Qualification: Master of International Business (MIB)4] Teaching experience (in years): 1 Year

5] Industry experience (if any in years): Nil6] Number of teaching hours per week: 16

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

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

   i. 7 days International Workshop on "Research on Social Sciences: Methodological Issues and Emerging Trends."

   ii. One day workshop on Choice-Based Credit System (CBCS) organised by Department of Management & Business Administration, Aliah University.

   iii. Participated in the National seminar on ''Preparation and Publications ofResearch Articles"

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

Committee	Position held	Work done/ Activity
Hostel Management Committee	Warden, Girl's Hostel, New Town	Manage and supervise the hostel activities.

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

1	ICMBP (International Conference on Management & Business Practices) 2019 – Member
2	Board of Studies for the Department of Management and Business Administration, Aliah University – Member
3	Student's Welfare Committee – Member
4	Anti Ragging committee - Member

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

1	

2	

12] Engagement of Teacher with other institute/ university: No

Adnan Ahmed Siddqui

1] Name: Adnan Ahmed Siddiqui
2] Designation: Assistant Professor
3] Qualification: MBA
4] Teaching experience (in years): 1.67
5] Industry experience (if any in years): NIL
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): NIL
8] Contribution to enrich quality of teaching-learning
during the academic year: Organising Member in ICMBP-2019
9] Contribution to the growth and development of the
University during the academic year:

Committee	Position held	Work done/ Activity

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

1	Member, Board of Studies for the Dept. of M&BA
2	

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

1	
2	

12] Engagement of Teacher with other institute/ university:

Academic Practices
Academic Practices (for the academic year: 2018-19)

1] Total number of teaching-days in the academic year: **182**

2] Total number of permanent teaching staff: **16**

3] Total number of permanent teaching staff with PhD: **08**

4] Number of programmes offered (please specify):   **02**   (Five Years Integrated MBA Program and PhD Program)

5] Number of sanctioned intake of students and   **60 and 59**
Number of actual admissions:

6] How many teaching members have attended   **05**
Orientation Programme/ Refresher Course/ FDP/ Workshop/

Training Programme/ Research Methodology Course/
Capacity Building Programme etc.:

7] Number of Orientation Programme/ Refresher Course/ FDP/
Workshop/ Training Programme/ Research Methodology Course/
Capacity Building Programme etc. organised by the department: **00**

8] Number of Training Programme/ Consultancy offered   **00**
By the department:

9] Number of academic collaborations made by the department: **00**

10] Innovative practices (please specify):   **Special Counselling, Soft skill and
personality development classes and mock
interview for job aspiring final year
students**

Teaching-Learning-Evaluation process (for the academic year: <u>2018-19</u>)

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:
        a. CBCS structure   **NO**
        b. Elective-based structure   **YES**
        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)
        a. OHP   **NO**
        b. LCD   **YES**
        c. Interactive Boards   **YES**
        d. LMS   **NO**
        e. Any other

6] Use of ICT in Teaching-Learning-Evaluation
        a. e-books   **YES**
        b. e-journals   **YES**
        c. research database/ repositories   **YES**
        d. IT enabled classroom   **NO**
        e. Online assignment   **NO**

f. Online assessment	**NO**
g. Online feedback	**NO**

7] Weekly class hour per course (average): **04**

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

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

10] Does the department follow progressive evaluation of students? **YES**

11] Number of students appeared and passed in the academic year: **28/28**

Research output (for the academic year: <u>2018-19</u>)

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

2] Number of students/ scholars registered/ enrolled **06**
in MPhil/ PhD/ Post-Doctoral Programme (If the answer to Q1 is yes):

3] Number of publications in refereed & peer-reviewed journals: **20**

4] Number of book/ edited-volume/ book-chapter published with ISBN: **10**

5] Number of patents registered: **N.A.**

6] Number of revenue generating events (Consultancy, Training Programme,
MDP/ EDP etc.): **00**

7] Number of Seminar/ Conference/ Workshop/ FDP etc organised at
State/ National/ International level: **01**

8] Number of sponsored research projects:
      a. Completed **00**
      b. Ongoing **00**

9] Number of collaborative research projects:
      a. Completed **01**
      b. Ongoing **00**

10] Any innovative research initiative adopted and implemented (please specify):
      N.A.

Infrastructure & facilities (departmental level) (2018-19)

1] Number of classrooms: **05**
2] Number of ICT-enabled classrooms: **01**
3] Number of laboratories: **01**
4] Availability of licensed software/ databases: **Yes**
5] Number of tutorial rooms: **02**
6] Number of seminar halls: **01** (The ICT enable classroom is used in dual purpose; as seminar hall as well as ICT enable classroom)
7] Number of rooms for the teaching members: **04** (including one room cum office for the Head of the Department)
8] Number of computer/ printer/ scanner available:
      a. In laboratory
      b. In teachers' enclosure
      c. For Research scholars
      d. For Administrative purpose

	2018-19

	computer	printer	scanner
In laboratory	53	0	0
In teachers' enclosure	16	16	16
For Research scholars	1	1	1
For Administrative purpose	2	3	3

9] Whether Internet facility available in classrooms/ laboratory **YES**
/ teachers' enclosure?
10] Whether reprographic facility available? **YES**
11] Number of washroom facility (for male): **02**
12] Number of washroom facility (for female): **02**
13] Presence of appropriate signage: **YES**
14] Barrier free environment ensured? **YES**

Initiatives and Supplementation for Students:
(2018-19)

1] Whether Mentorship (Teacher-driven) for students is in place? **YES**
2] Do the students participate in extra-academic activities and pursue **YES**
Co-curricular activities?

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/ **YES**
skill-development programmes etc. for students?

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

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) **00**

12] Please indicate the number of students those have progressed for higher studies (for the specific period) **15**

13] Please indicate the number of students those were offered placements by the University (for the specific period). **11**