Aliah University

Academic Audit: 2018-19

Aliah University

Department of English

Academic Audit
Academic Year: 2018-2019

Sandip A in
9.12.21

Shoormistha Chatterjee
9.12.21

Rohan Hassan
09/12/2021

Amzad Hossen
9/12/21

Hasina Wahida
9/12/2021

Safiul Islam
09/12/2021

Borgis Jahanara
9/12/21

Sohel Aziz
09/12/2021

Oindri Roy
09/12/2021

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The Academic Audit of the department of English, 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)

Dr.Sharmistha Chatterjee

1] Name: Dr.Sharmistha Chatterjee

2] Designation: Professor

3] Qualification: M.A. PhD, PGDTE, B.T.

4] Teaching experience (in years): 21

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): 01 (Annexure SC 2)

8] Contribution to enrich quality of teaching-learning during the academic year: (Seminars / Workshops / lectures / field visits organized):   5

Topic	Date	Level	Remarks
Rethinking Modernity	11-12 August 2018	International	
Introducing CBCS at Aliah University	26 August, 2018	University	Acted as Jt. Convenner
Third theatre as Agent of Social change: Theory and Praxis	06-09 March, 2019	State	In collaboration with department of Journalism, Aliah university
2 day workshop on Elementary Linguistics and	05-06 April, 2019	State	

training on Language documentation			

9] Contribution to the growth and development of the University during the academic year: 08

Committee	Position held	Work done/ Activity
Academic Council	Member	Part of decisions regarding Academic affairs of the University
Committee for facilitating UGC 12 (B) inspection team	Member	Actively planned, supervised and prepared for UGC team visit. Facilitated the team during visit
IQAC	Member	Scrutiny of CAS papers
NAAC	Member	Prepared parts of proposed SSR
Anti-Ragging Squad	Member	actively participated in solving reported cases
Time Table Committee	Member	prepared and advised for master routine Park Circus Campus
CONVOCATION	Member	undertook responsibilities in preparation for convocation
UG CBCS Committee	Jt. Convenor	Part of Committee drafting structure to be adopted at AU from UGC UG CBCS curriculum. Organising orientation programmes

10] Other responsibilities (Please specify, add rows if required):   01

1	Coordinator of Sociology as an Elective subject at University level

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

Information about Teaching Members

Prof.AmzedHossein

1] Name: Prof.AmzedHossein

2] Designation: Professor

3] Qualification: MA, PhD

4] Teaching experience (in years):35 years

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

6] Number of teaching hours per week: 14

7] Number of Research Projects/Publications/ Study material developed during the academic year (provide list in separate sheet):   1 (Annexure AH 2)

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

9] Contribution to the growth and development of the University during the academic year: 1

Committee	Position held	Work done/ Activity
Core Committee for holding Convocation	Chairman	Held several meetings for planning and preparatory work for Convocation

10] Other responsibilities (Please specify, add rows if required):   08

1	Dean of Students' Welfare at Aliah University.
	Member, Departmental Research Committee for the Department of Journalism and Mass Communication at Aliah University, Kolkata.
2	Member, Department Research Committee at the Department of English, RabindraBharati University, Kolkata.
3	Member, Board of Postgraduate Studies in English, University of Kalyani.

4	Member, Departmental Research Committee, Department of English, University of GourBanga, Malda, West Bengal.
5	Conducted the Open Viva Voce Examination of a PhD candidate of the University of Kalyani on 25.09.2018.
6	Acted as an Examiner of a PhD Thesis of Jamia Millia Islamia, New Delhi.
7	Served as a member of the Selection Committee for promotion of teachers of the Department of English under CAS at Jadavpur University, Kolkata on 5-12-2018.
8	Served as a member of the Selection Committee for promotion of a teacher of the Department of English under CAS at the University of Kalyani on 5-01-2019.

11] Best Practices in teaching & academic-administration introduced in the department

in the academic year (Please specify, add rows if required):   Nil

Dr.Tajuddin Ahmed

1] Name: Dr.Tajuddin Ahmed

2] Designation: Associate Professor

3] Qualification: M A, PhD

4] Teaching experience (in years):17 yrs

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

6] Number of teaching hours per week: 14

7] Number of Research Projects/Publications/Study material developed during the academic year (provide list in separate sheet): 03 (Annexure: TA - 2)

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

9] Contribution to the growth and development of the University during the academic year: 02

Committee	Position held	Work done/ Activity
Internal Complaints	Member	Dealt with cases of

Committee		sexual harassment in the university
Publication Committee	Chairman	Published Newsletters and Students' Magazine

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

11] Best Practices in teaching & academic-administration introduced in the department

in the academic year (Please specify, add rows if required):   NIL

Dr.Safiul Islam

1] Name: Dr.Safiul Islam

2] Designation: Assistant Professor

3] Qualification:M.A., Ph.D

4] Teaching experience (in years): 4 Years

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): Nil

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

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

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

11] Best Practices in teaching & academic-administration introduced in the department

in the academic year (Please specify, add rows if required):   Ni

Hasina Wahida

1] Name: HasinaWahida

2] Designation: Assistant Professor

3] Qualification: MA

4] Teaching experience (in years): 4 years

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): 03 (Annexure HW-1)

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

9] Contribution to the growth and development of the University during the academic year: 03

Committee	Position held	Work done/ Activity
Annual Report Committee	Member	collected data for preparation of Annual Report
Department Purchase Committee	Member	
Board of Studies	Member	

10] Other responsibilities (Please specify, add rows if required):   01

1	Paper setter for B. A. Kamil Hons. and B.A. Kamil General Part I/II/III Examinations 2018

11] Best Practices in teaching & academic-administration introduced in the department

in the academic year (Please specify, add rows if required):   Nil

Rohan Hassan

1] Name: Rohan Hassan

2] Designation: Assistant Professor

3] Qualification: MA

4] Teaching experience (in years):4

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

9] Contribution to the growth and development of the University during the academic year: 1

Committee	Position held	Work done/ Activity
Maintenance Committee	Member	Planning

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

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

Dr.Sohel Aziz

1] Name: Sohel Aziz

2] Designation: Assistant Professor

3] Qualification: M.A., PhD

4] Teaching experience (in years): 3 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: (Seminars / Workshops / lectures / field visits organized): Nil

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

10] Other responsibilities (Please specify, add rows if required):   2

1	Conducted Departmental End Semester Exam
2	Supervised M.A. dissertation of 5 Post-Graduate students

11] Best Practices in teaching & academic-administration introduced in the department

in the academic year (Please specify, add rows if required):   1

1	Learning through audio-visual mode through preparation of PPT, use of Google classroom to create discussion platforms and to share URLs

Information about Technical Staff & Non-Teaching Members

BasiruddinSk

1] Name: Basiruddin Sk.

2] Designation: Junior Assistant

3] Qualification: B.A.Hons.

4] Teaching experience (in years): N.A.

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

6] Number of teaching-support/ Lab- hours per week: N.A
(for Technical Staff)

7] Contribution to the growth and development of the University during the academic year (Administrative responsibilities): 01

Committee	Position held	Work done/ Activity
Maintenance Committee(Park Circus Campus)	Member	Solving Maintenance issues

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

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: 07

3] Total number of permanent teaching staff with PhD: 05

4] Number of programmes offered (please specify): 3

1. B.A.Honours
2. M.A.
3. Ph.D.

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

UG Sanctioned: 60
Actual admission: 59
PG Sanctioned: 50
Actual admission: 46

6] How many teaching members have attended Orientation Programme/ Refresher Course/ FDP/ Workshop/ Training Programme/ Research Methodology Course/ Capacity Building Programme etc.: 1

7] Number of Orientation Programme/ Refresher Course/ FDP/ Workshop/ Training Programme/ Research Methodology Course/Capacity Building Programme etc. organised by the department: 2 (Workshops)

8] Number of Training Programme/ Consultancy offered by the department: 0

9] Number of academic collaborations made by the department: 1

10] Innovative practices (please specify): Nil

Teaching-Learning-Evaluation process

1] Do teaching members participate in course designing? : Yes

2] Does the department have a structured Board of Studies orsimilar 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: NA

4] Does the department follow Academic Calendar implemented by the University?:   Yes

5] Use of Teaching-Learning tools/ platforms (Please specify): No
        a. OHP
        b. LCD
        c. Interactive Boards
        d. LMS

       e. Any other

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

7] Weekly class hour per course (average): 16

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. Seminar presentation.

10] Does the department follow progressive evaluation of students? : Yes

11] Number of students appeared and passed in the academic year:
       UG: Appeared: 44
        Passed: 44
       PG: Appeared: 51
       Passed: 51

Research Output

(For the Academic Year: 2018-2019)

1] Does the department offer MPhil/ PhD/ Post-Doctoral Programme:Yes. PhD programme.

2] Number of students/ scholars registered/ enrolledin MPhil/ PhD/ Post-Doctoral Programme (If the answer to Q1 is yes):   03

3] Number of publications in refereed & peer-reviewed journals: 04

4] Number of book/ edited-volume/ book-chapter published with ISBN: 04

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 atState/ National/ International level: 03

8] Number of sponsored research projects: 0
        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): Nil

Infrastructure and Facilities
(Departmental Level)

1] Number of classrooms: 05

2] Number of ICT-enabled classrooms: 0

3] Number of laboratories: Nil

4] Availability of licensed software/ databases: Yes (University Library Resource)

5] Number of tutorial rooms: 0

6] Number of seminar halls: 0

7] Number of rooms for the teaching members: 11+1(HoD)

8] Number of computer/ printer/ scanner available: 13 computers, 13 printers, 01 scanner

      A. In laboratory — N.A.
      B. In teachers' enclosure:

Sl. No.	Location	No of computers	Printers
1	Faculty rooms	11	11
2	HOD room	1	1
3	Office	1	1
4	Damaged	2	2

    C. For Research scholars :1
    D. For Administrative purpose: Computers: 2 , Printers: 2 (HOD and Office)

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

10] Whether reprographic facility available? : No

11] Number of washroom facility (for male): 2

12] Number of washroom facility (for female): 2

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

3] Does the department arrange Industry-visit/ Industrial lecture/ Field-trips/ Excursions/ Archaeological trips/ Exhibitions etc. for students? : No

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.? - Yes

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

8] Are the students provided with Training and Placement support? : Yes (TPO office)

9] Do the students receive ICT-based teaching?: No

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):   19

12] Please indicate the number of students those have progressed for higher studies (for the specific period):   3

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

Annexures

AH -2 (Publications of Professor AmzedHossein)

Title	Journal/ Magazine/Book	Published by	Date
JegeUthilam (in Bengali): An Anthology of Literary	Book	Kolkata: Viswakos Parisad,. ISBN:	2019

	Works by Bengali Muslim Authors from 16th Century to 1952			81-86210-80-8	

SC-2 (Publications of Prof.Sharmistha Chatterjee)

Sl. no	Title of the Book	Author/Editor	Publisher	Year of Publication	ISBN
1	*English Communication: A text book for AECC 2*	Eds.Sharmistha Chatterjee Sriwastav, Somak Mondal	Cambridge , U.K.	2019	978-1-108-72455-5

TA - 2 (Publications of Dr.Tajuddin Ahmed)

Sl No	Title	Journal/ Magazine	Published by	Date
1	*Prayojoniyo kintu promadpuurno*	Boier Desh	ABP Limited	July-September, 2018
2	Itihasdorshon o sahityo	*Boier Desh*	ABP Limited	January-March 2019
3	UshaDishahara	*Desh*	ABP Limited	June 2019

HW - 1 (Publications of Hasina Wahida)

Title of the Article	Name of the book	Name of the editor/s	Published by and from	Year	ISBN
"I'll be around till hell freezes over". - Redefining identity and ethnic solidarity in John Steinbeck's *The Grapes of Wrath*	*Perspectives (A Collection of Essays on Language, Ethnicity and Identity)*	Rajeev Mohan and Mriganka Choudhury	ELT@I, Assam Chapter and Tinsukia College, Assam	2018	978-93-80247-79-3
Negotiating the dilemma of Identity of the victims of partition in SunandaSikder's *Day amoyeer Katha* and Adhir Biswas' *Amra to EkhonIndiyay* and *PunyaGangarKachakachi*	*Border, Globalization and Identity*	Sukanta Das, SanatanBhowal, SisodharaSyangbo and Abhinanda Roy	Cambridge Scholars Publishing	2018	978-1-5275-0856-9

Article in Journal

Title	Jornal	Published By	Date	ISSN
Rethinking the Socialist Voice: Jack London and "The Dignity of Dollars"	*International Journal of Language, Literature in Humanities* (IJELLH) Vol. 7 No. 4		April 2019	ISSN 2582-3574