Aliah University

Academic Audit: 2019-20

Department of English

Aliah University

Department of English

Academic Audit
Academic Year: 2019-2020

Sandip A in
09|12|2021

Shoopmidha Chatterjee
09|12|2021

Amed Hossen
9/12/21

Rohan Hassan
09|12|2021

Halima Wahida
9/12/21

Borgis Tabasum
9|12|21

Sohel Aziz
09/12/2021

Safiul Islam
09|12|2021

Oindri Roy
9|12|21

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)

Prof. Sharmistha Chatterjee

1] Name: Dr. Sharmistha Chatterjee (Head of the department till 04/11/2019)

2] Designation: Professor

3] Qualification: MA, PhD

4] Teaching experience (in years): 22

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):   02 (Annexure SC-3)

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):   01

1	Chairman (Ex-officio), Departmental Research Committee

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 (Head of the department from 05/11/2019)

2] Designation: Associate Professor

3] Qualification: MA, PhD

4] Teaching experience (in years): 18 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):   4 (Annexure TA -3)

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: 04

Committee	Position held	Work done/ Activity
Annual report committee	Chairman	Preparing Annual reports 2018, 2019
Publication Committee	Chairman	Preparing Newsletters, Students Magazine
Internal Complaints Committee	Member	Dealing with complaints of sexual harassment in the university
ODL committee	Member	Facilitating the beginning of distance education courses

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

Information about Teaching Members

Prof. Amzed Hossein

1] Name: Prof. Amzed Hossein

2] Designation: Professor

3] Qualification: MA, PhD

4] Teaching experience (in years): 37

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): 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: 02

Committee	Position held	Work done/ Activity
1. Library Committee	Member	Policy decision regarding procurement of books, library service etc
2. Hostel Management Committee	Member	Deciding on Hostel admission policy, food quality etc

10] Other responsibilities (Please specify, add rows if required): 06

1	Worked as Acting Registrar w.e.f. 28.2.2019 to 27.8.2020.
2	Worked as Dean of Students' Welfare at Aliah University as an additional duty.

3	Member, Department Research Committee, Department of English, Rabindra Bharati University, Kolkata
4	Member, Postgraduate Board of Studies in English, University of Kalyani.
5	Acted as an Examiner of a PhD Thesis of the Department of English, Sikkim University.
6	Conducted the viva-voce of a PhD candidate of the Department of English, University of Burdwan, on 26.7.2019.

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): 5 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: 01

Committee	Position held	Work done/ Activity
Convocation Committee	Member	Undertook responsibilities in preparation for

		convocation

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

Hasina Wahida

1] Name: Hasina Wahida

2] Designation: Assistant Professor

3] Qualification: MA

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

9] Contribution to the growth and development of the University during the academic year: 01

Committee	Position held	Work done/ Activity
Annual Report Committee	Member	collecting data for preparation of Annual Report
Convocation Committee	Member	

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

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): 02

9] Contribution to the growth and development of the University during the academic year (Administrative responsibilities): 1

Committee	Position held	Work done/ Activity
Maintenance Committee	Member	Participated in committee work

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

Sohel Aziz

1] Name: Dr. Sohel Aziz

2] Designation: Assistant Professor

3] Qualification: M.A.,PhD

4] Teaching experience (in years): 4 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): 02

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): 01

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

Academic Practices

(For the Academic Year: 2019-2020)

1] Total number of teaching-days in the academic year: 158

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 Intake - 60
- UG actual Intake - 60
- PG Sanctioned Intake- 60
- PG actual Intake - 42

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

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

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

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

10] Innovative practices (please specify): NIL

Teaching-Learning-Evaluation Process

(For the Academic Year: 2019-2020)

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: Yes
        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):
        a. OHP: No
        b. LCD: No
        c. Interactive Boards: No
        d. LMS: Yes (During Covid -19 Pandemic)
        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: Yes (During Covid-19 Pandemic)
        f. Online assessment: Yes (During Covid – 19 Pandemic)
        g. Online feedback: Yes

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

8] Whether remedial/ tutorial classes included in class routine? : Yes, included.

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: 45   Passed: 45
        (PG) Appeared: 59   Passed: 59

Research Output

(For the Academic Year: 2019-2020)

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

2] Number of students/ scholars registered/ enrolled in MPhil/ PhD/ Post-Doctoral Programme (If the answer to Q1 is yes): 01

3] Number of publications in refereed & peer-reviewed journals: 5

4] Number of book/ edited-volume/ book-chapter published with ISBN: 1

5] Number of patents registered: NIL

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

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

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

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

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

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)

5] Number of tutorial rooms: 0

6] Number of seminar halls: NIL

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

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

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

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

10] Whether reprographic facility available? NA

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

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 (Office of the TPO)

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):   22

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 who were offered placements by the University (for the specific period):   4

Annexures

SC - 3 (Publications of Prof. Sharmishtha Chatterjee)

Sl. no	Title of the Book	Author/Editor	Publisher	Year of Publication	ISBN
1	*Revisiting Partition and Bangladesh Liberation War*	Eds Sharmistha Chatterjee Sriwastav and Prof Himadri Lahiri	Akhand Publication, New Delhi and NSOU	2020	ISBN 978-93-88998-93-2

Sl. no	Title of the Paper/article/chapter	Title of the Journal/Book along with volume and no details	Publisher	Year of Publication	ISSN/ISBN
2	Reliving the Partition in Eastern India: Memories of and Memoirs by Women across the Borders	*Rupkatha Journal on Interdisciplinary Studies in Humanities* Vol.12.No.1,	---------	March, 2020	ISSN 0975-2935

TA - 3 (Publications of Dr. Tajuddin Ahmed)

Title	Journal/ Magazine	Published by	Date
Itihas dorshon o sahityo	*Boi er Desh*	ABP Limited	January-March 2019

Usha Dishahara	*Desh*	ABP Limited	June 2019
Swami Vivekananda ebong Islam	*Desh*	ABP Limited	January, 2020
Duhsomoy	*Desh*	ABP Limited	March, 2020