**ACADEMIC & ADMINISTRATIVE AUDIT REPORT**

**July 2018 to June 2021**

**DEPARTMENT OF HINDI**

**GOVERNMENT KAMALANAGAR COLLEGE**

**1. PROFILE OF THE DEPARTMENT.**

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| **Sl. No.** | **Items** | **Descriptions** |
| 1.1 | **Name of the Department** |  **HINDI** |
| 1.2 | **Name of the Head of Department** |  **Dr. RATAN KUMAR** |
| 1.3 | **Faculty strength and paper/subject taugh** |
| **2018-2019** | **Name of regular faculty** | **Designation** | **Qualification(s)** | **\* Paper Number/Code** | **\* Name of Paper** |
| Dr. RATAN KUMAR | Asstt. Professor | M.A., Ph.D. | HIN\I\EC/O1 | हिंदी साहित्य का इतिहास (आदिकाल से रीतिकाल तक ) |
|  |  |  | HIN\II\EC/O2 | हिंदी काव्य (आदिकालीन एवं मध्यकालीन) |
|  |  |  | HIN\III\EC/O3 | हिंदी साहित्य का इतिहास (आधुनिककाल ) |
|  |  |  | HIN\IV\EC/O4 | हिंदी गद्य साहित्य – I |
|  |  |  |  | MLHIN/III/FC/06 | आधुनिक भारतीय भाषा (हिंदी) |

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| **2019-2020** | **Name of regular faculty** | **Designation** | **\*Qualification(s)** | **\* Paper Number/Code** | **\* Name of Paper** |
| Dr. RATAN KUMAR | Asstt. Professor | M.A., Ph.D. | HIN\I\EC/O1 | हिंदी साहित्य का इतिहास (आदिकाल से रीतिकाल तक ) |
|  |  |  | HIN\II\EC/O2 | हिंदी काव्य (आदिकालीन एवं मध्यकालीन) |
|  |  |  | HIN\III\EC/O3 | हिंदी साहित्य का इतिहास (आधुनिककाल ) |
|  |  |  | HIN\IV\EC/O4 | हिंदी गद्य साहित्य – I |
|  |  |  |  | MLHIN/III/FC/06 | आधुनिक भारतीय भाषा (हिंदी) |
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| **2020-2021** | **Name of regular faculty** | **Designation** | **Qualification(s)** | **\* Paper Number/Code** | **\* Name of Paper** |
| Dr. RATAN KUMAR | Asstt. Professor | M.A., Ph.D. | HIN\I\EC/O1HIN\III\EC/O3HIN\IV\EC/O4EVS/IV/FC/07 | हिंदी साहित्य का इतिहास (आदिकाल से रीतिकाल तक )हिंदी साहित्य का इतिहास (आधुनिककाल)हिंदी गद्य साहित्य – IEnvironmental Studies |
| Sri HARI PRASAD | Asstt. Professor | M.A., M. Phil.(Joined in the Month of July 2020 | MLHIN/III/FC/06HIN\II\EC/O2 | आधुनिक भारतीय भाषा (हिंदी)हिंदी काव्य (आदिकालीन एवं मध्यकालीन) |
| Dr. DHEERENDRA KR. SRIVASTAV | Asstt. Professor | M.A., Ph.D. | Joined in the Month of April 2021 |  |
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| 1.4 | **Name of attach, guest faculty, contract faculty, part time faculty** | **\* Duration** | **\* Qualification(s)** | **\* Paper Number/Code** | **\* Name of paper** |
| **2018-2019** | NIL |  |  |  |  |
| **2019-2020** | NIL |  |  |  |  |
| **2020-2021** | NIL |  |  |  |  |

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|  |  | **2018-2019** | **2019-2020** | **2020-2021** |
| **1.5** | Details of awards, honours, recognitions received by faculty member(s) and department(s) | NO  | NO | NO |
| **1.6** | Number of Departmental meeting held. | NO | NO | 01 |

**2. ENROLLMENT AND EVALUATION**

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| **Sl. No.** | **Items** | **Description(s)** |
| **2.1** | Intake capacity | 90 ( 1:30) |
| **2.2** | Teacher-Student ratio | 1:15 **(2018-2019)** | 1:29 **(2019-2020)** | 1:35 **(2020-2021)** |
| **2.3** | Semester –wise student’s enrollment. |
|  | **2018-2019** | **2019-2020** | **2020-2021** |
| Semester | Male | Female | Total | Male | Female | Total | Male | Female | Total |
| 1st/2nd Semester | 01 | 06 | 07 | 02 | 07 | 09 | 02 | 02 | 04 |
| 3rd/4th Semester | 02 | 00 | 02 | 01 | 06 | 07 | 02 | 06 | 08 |
| 3rdSemesterMIL | 05 | 01 | 06 | 09 | 04 | 13 | 02 | 01 | 03 |
|  | 4th Sem EVS | - | - | - | - | - | - | 53 | 08 | 61 |

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| **2.4** | **Category-wise student’s enrollment.** |
|  |  | **2018-2019** | **2019-2020** | **2020-2021** |
| Male | Female | Male | Female | Male | Female |
| SC | ST | OBC | Gen | SC | ST | OBC | Gen | **Total** | SC | ST | OBC | Gen | SC | ST | OBC | Gen | **Total** | SC | ST | OBC | Gen | SC | ST | OBC | Gen | **Total** |
| 1st/2nd Semester |  | 01 |  |  |  | 06 |  |  | 07 |  | 02 |  |  |  | 07 |  |  | 09 |  | 02 |  |  |  | 02 |  |  | 04 |
| 3rd/4th Semester |  | 02 |  |  |  | 00 |  |  | 02 |  | 01 |  |  |  | 06 |  |  | 07 |  | 02 |  |  |  | 06 |  |  | 08 |
| 3rd Sem MIL |  | 05 |  |  |  | 01 |  |  | 06 |  | 09 |  |  |  | 04 |  |  | 13 |  | 02 |  |  |  | 01 |  |  | 03 |
|  | 4th Sem EVS |  |  |  |  |  |  |  |  | - |  |  |  |  |  |  |  |  | - |  | 52 |  |  | 01 | 08 |  |  | 61 |
| 2.5 | **External Examination Results.** |
|  | Semesters | **2018-2019** | **2019-2020** | **2020-2021** |
| Number of students appeared | Number of students passed | Number of students appeared | Number of students passed | Number of students appeared | Number of students passed |
|  | Male | Female | Total | Male | Female | Total | Male | Female | Total | Male | Female | Total | Male | Female | Total | Male | Female | Total |
|  | 1st Semester | 01 | 06 | 07 | 01 | 05 | 06 | 02 | 07 | 09 | 02 | 02 | 04 | 02 | 02 | 04 | 02 | 02 | 04 |
| 3rd Semester | 02 | - | 02 | 02 | - | 02 | 01 | 06 | 07 | 01 | 05 | 06 | 02 | 06 | 08 | 02 | 06 | 08 |
|  | 3rd Semester (MIL - ?/Alte. Eng) | 05 | 01 | 06 | 05 | - | 05 | 08 | 05 | 13 | 07 | 05 | 12 | 02 | 01 | 03 | 02 | 01 | 03 |
|  | 2nd Semester | 01 | 06 | 07 | 01 | 06 | 07 | 02 | 06 | 08 | 02 | 06 | 08 | 01 | 02 | 03 | 01 | 02 | 03 |
|  | 4th Semester | 02 | - | 02 | 02 | - | 02 | 01 | 06 | 07 | 01 | 06 | 07 | 02 | 05 | 07 | 02 | 05 | 07 |
|  | 4th Semester EVS | - | - | - | - | - | - | - | - | - | - | - | - | 49 | 08 | 57 | 49 | 08 | 57 |

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| 2.6 | Division-wise external examination results |
|  | **2018-2019** |
|  | Semesters | Number of students passed grade wise | Position attained in the Top Ten rank(In 6th Semester Under Graduate Examination) |
| F | C | B | B+ | A | A+ | 0 |
| 1st Semester | 01 | 06 | - | - | - | - | - |
| 3rd Semester | - | 02 | - | - | - | - | - |
| 3rd Semester (MIL - ?/Alte. Eng) | 01 | 04 | - | 01 | - | - | - |
| 2nd Semester | - | 03 | 04 | - | - | - | - |
| 4th Semester | - | 01 | 01 | - | - | - | - |

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| **2019-2020** |
|  | Semesters | Number of students passed grade wise | Position attained in the Top Ten rank(In 6th Semester Under Graduate Examination) |
| F | C | B | B+ | A | A+ | 0 |
| 1st Semester | 05 | 02 | 01 | 01 | - | - | - |
| 3rd Semester | 01 | 04 | 02 | - | - | - | - |
| 3rd Semester (MIL - ?/Alte. Eng) | 01 | 05 | 04 | 03 | - | - | - |
| 2nd Semester | - | 03 | 03 | 01 | 01 | - | - |
| 4th Semester | - | 01 | 03 | 03 | - | - | - |
|  | **2020-2021** |
|  | Semesters | Number of students passed grade wise | Position attained in the Top Ten rank(In 6th Semester Under Graduate Examination) |
| F | C | B | B+ | A | A+ | 0 |
| 1st Semester | - | 01 | 01 | 02 | - | - | - |
| 3rd Semester | - | - | - | 03 | 05 | - | - |
| 3rd Semester (MIL - ?/Alte. Eng) | - | - | - | 01 | 02 | - | - |
| 2nd Semester | - | - | - | 02 | 01 | - | - |
| 4th Semester | - | 01 | 03 | 03 | - | - | - |
| 4th Semester EVS | - | 01 | 43 | 13 | - | - | - |

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| 2.7 | **Teacher-wise record of pass percentage in the last External Examination** |
|  |  | **2018-2019** | **2019-2020** | **2020-2021** |
|  | Name of teacher | Semester taught | Paper Number / Code | Pass Percentage | Semester taught | Paper Number / Code | Pass Percentage | Semester taught | Paper Number / Code | Pass Percentage |
| **Dr. Ratan Kumar** | 1st Semester | PAPER – I | 85% | 1st Semester | PAPER – I | 44% | 1st Semester | PAPER – I | 100% |
| 3rd Semester | PAPER – III | 100% | 3rd Semester | PAPER – III | 85% | 3rd Semester | PAPER – III | 100% |
| 3rd Semester | MIL ( HINDI) | 83% | 3rd Semester | MIL ( HINDI) | 92% | 4th Semester | PAPER – IV | 100% |
| 2nd Semester | PAPER – II | 100% | 2nd Semester | PAPER – II | 100% | 4th Semester | EVS | 100% |
| 4th Semester | PAPER – IV | 100% | 4th Semester | PAPER – IV | 100% |  |  |  |
|  |  |  |  |  |  |  |  |  |
| **Sri Hari Prasad** (Joined in July 2020) |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  | 2nd Semester | PAPER – II | 100% |
|  |  |  |  |  |  | 3rd Semester | MIL ( HINDI) | 100% |
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**3. CURRICULAR ESPECT. (70 Points)**

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| **Sl. No.** | **Items** | **Descriptions** | **Weightage** | **Score** | **Remark(s) by Assessor** |
| 3.1 | **Contributions towards curriculum design and development.** (Approx. 100 words) |  हिंदीत्तर भाषी क्षेत्र के लिए बनायी गयी CURRUCULUM हिंदी भाषा तथा साहित्य को समझने के लिए उत्तम है| बोर्ड ऑफ़ स्टडीज (हिंदी) (BOS, HINDI, MZU) के सदस्य होने नाते **curriculum design and development में भाग लेता आरहा हूँ|** | **5** |  |  |
| 3.2 | `**How is curriculum delivery administered?** (Approx. 100 words) | Classroom Teaching in Lecture method, Providing Notes to the Students, Home Assignment, Continuous Assessment. | **10** |  |  |
| 3.3 | **Whether teaching plan and teaching dairy are maintained**(Tick the appropriate response) |  LOG BOOK MAINTAINED FOR PHYSICAL CLASS | **5***Maintaining both = 5**Maintaining one only = 3* |  |  |
| 3.4 | **Whether monthly/periodic faculty meeting is conducted? Mention the date of meetings** | **10***Monthly =10**Periodic = 5**Others = 3* |  |  |
|  | 1) Monthly |  |  |
| 2) Quarterly |  |
| 3) Others | Online Meeting during the Lockdown (July 2020) were conducted (Google Meet) |

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| 3.5 | **Value added courses, diploma introduced, if any** |  |  |  |
|  | Name of course | Duration | Sponsoring agency | Certifying authority | Nos of participants |  |  |
|  | 1)Spoken Hindi | 2 Months | RUSA | GKNC | 40 |
| 2) |  |  |  |  |
| 3.6 | **Number of students awarded honours, recognitions, etc. at state, national & international level** | **10***State level = 2**National level = 3**International level = 5* |  |  |
|  | Level | Name | Award | Event |
|  | State: | 1) NIL |  |  |
|  | 2) |  |  |
|  | National:  | 1) NIL |  |  |
|  | 2) |  |  |
|  | International | 1) NIL |  |  |
|  | 2) |  |  |
| 3.7 | **Whether structured feedback is received and analised from : (Tick the appropriate response)** | **10***All three = 10**Any two = 7**Anyone = 3* |  |  |
|  | 1) Alumni | NIL |
|  | 2) Students | NIL |
|  | 3) Parents | NIL |
| TOTAL | 70 |  |  |

**4. TEACHING-LEARNING AND EVALUATION. (120 points)**

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| Sl. No. | **Items** | **Descriptions** | **Weightage** | **Score** | **Remarks by Assessor** |
| 4.1 | **Whether classrooms are ICT enabled?** | N/A | **10***5 or more items = 10**4 or more items = 5* |  |  |
| 4.1 | **Percentage of teachers using ICT in teaching** | N/A | **10***80% and above = 10**60% - 78% = 5**59 and below = 3* |  |  |
| 4.3 | **E-Resources and tools available** | PG PathShala, E library, Jakhira, NDL etc. | **5** |  |  |
| 4.4 | **Utilisation of teaching aids** | Yes | **5** |  |  |

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| 4.5 | **Aggregate of syllabus coverage in percentage** | 100% | **10***90% - 100% = 10**80% - 89% = 7**60% - 79% = 5**59% and below = 3* |  |  |
| 4.6 | **Whether parents teacher meeting was organized? If yes, give details.****(Approx. 100 words)** | N/A | **10** |  |  |
| 4.7 | **Was remedial class arranged? If so, how often was it arranged?** *(Approx. 50 words)* | N/A | **10** |  |  |
| 4.8 | **Mention the category for which Remedial Class has been arranged.** (Tick the appropriate response) | **5***For both category = 5**For one category = 3* |  |  |
|  | *1) Backlog learners* | **Yes** |
| *2) Slow learners* | **Yes** |

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| 4.9 | **How were gifted learners supported?***(Approx. 50 words)* |  | **10***5 item or more = 10**4 items or less 5* |  |  |
| 4.10 | **Number of teachers pursuing M.Phil/Ph.D/higher studies** |
|  | **2018-2019** | Ph.D : M. Phil : Higher Studies :  | Total :  | **10***3 or more = 10**2 or less = 5* |  |  |
| **2019-2020** | Ph.D : 1M. Phil : Higher Studies :  | Total :  |
| **2020-2021** | Ph.D : 1M. Phil : Higher Studies :  | Total :  |
| 4.11 | **Number of teachers awarded M.Phil/ Ph. D during the reporting period.** |
|  | **2018-2019** | Ph.D : M. Phil : Higher Studies :  | Total :  | **15***2 or more = 15**1 person = 5* |  |  |
| **2019-2020** | Ph.D : 1M. Phil : Higher Studies :  | Total :  |
| **2020-2021** | Ph.D : 1M. Phil : Higher Studies :  | Total :  |
| 4.12 | **Whether invited / quest lecture organized? If yes, mention :**  |
|  | Name of programme | Name of guest | Date/Duration | No. of participants |  |  |  |
|  **2018-2019** | No |  |  |  | **10***2 or more = 10**1 person = 5* |
| **2019-2020** | No |  |  |  |
| **2020-2021** | No |  |  |  |
| 4.13 | Were the students given back answer papers in internal evaluation for self assessment? (Tick the appropriate items) | **10***Sl. No. 1) = 10**Sl. No. 2) = 5**Sl. No. 3) = 5* |  |  |
|  | 1) All teachers give back | **Yes** |
| 2) Some teachers give back |  |
| 3. No teachers give back |  |
| **TOTAL** | **120** |  |  |

**5. RESEARCH, INNOVATION AND EXTENSION. (120 points)**

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| **Sl. No.** | **Items** | **Descriptions** | **Weightage** | **Score** | **Remark(s) by Assessor** |
| 5.1 | **Students (research) project (Other than college syllabus)** *(Approx. 100 words)* | N/A | **5** |  |  |
| 5.2 | **Brief outline of extension activities organized by the department.** *(Approx. 100 words)* | * Participated in Cleanliness and other voluntary works under NSS Regular & Special Camping activities.
* During the Covid-19 pandemic, the College provided essential commodities and other medical equipments to adopted village Saizawh ‘W’, Community Covid Care Centre, Chawngte ‘C’ and other two villages, viz. Chawngte ‘P’ and Chawngte ‘L’
 | **5** |  |
| 5.3 | **Number of students participating in extension activities organized by the Institution and other departments** | 100 students and above | **5***100 students and above = 5**99 students and below = 3* |  |
| 5.4 | **Collaborative activities for research, faculty exchange organized.** *(Approx. 100 words)* | N/A | **5** |  |

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| 5.5 | **Linkages with industries, institution, corporate organized** *(Approx. 100 words)* | N/A | **10** |  |  |
| 5.6 | **Availability of consultancy service(s)***(Approx. 100 words)* | N/A | **5** |  |  |
| 5.7 | **Details of grants for research project awarded to faculty** |
|  | *Name of Teacher* | *Title of project* | *Minor/ major* | *Sponsoring agency* | *Amount (Rs)* | **15***Major = 15**Minor = 5* |  |  |
| **2018-2019** | *Nil* |  |  |  |  |
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| **2019-2020** | *Nil* |  |  |  |  |
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| **2020-2021** | *Nil* |  |  |  |  |
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| 5.8 | **Whether seminar, symposis, workshop conducted? If so, mention excluding student seminar** |
|  | *Name of programme* | *Sponsoring agency* | *Duration* | *Nos of participants* | **10***3 or more = 102 or less = 5* |  |  |
| **2018-2019** | Nil |  |  |  |
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| **2019-2020** | Nil |  |  |  |
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| **2020-2021** | Nil |  |  |  |
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| 5.9 | **Publications by faculty** | **20** |  |  |
|  | *\** ***Research papers published by teachers in journals.*** | *5 or more = 20**3 – 4 = 15*1-2 = 10 |  |  |
| **Name of author** | **Title of paper** | **Name of journal** | **Recognized by UGC** | **ISBN/ISSN number** |
| **2018-2019** | Dr. Ratan Kumar | बाल साहित्य समीक्षा से दूर  | सीमान्त (Seemaant)  | Yes |  ISSN-2454-1184 |
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| **2019-2020** | Dr. Ratan Kumar | मोहन राकेश के साहित्य में मध्यवर्ग की प्रवृनियों की अभिव्यक्ति और स्वरूप  | सीमान्त (Seemaant | Yes |  ISSN-2454-1184 |
|  |  |  |  |  |
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| **2020-2021** | Dr. Ratan Kumar | मध्यवर्ग का आत्मसंघर्ष और मोहन राकेश का साहित्य | दृष्टिकोण (Drishtikon) | yes | ISSN-0975-119X |
|  |  |  |  |  |
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|  |  |  |  |  |
| **Name of author** | **Title of paper** | **Name of journal** | **Not recognized by UGC** | **ISBN/ISSN number** | **10***5 or more = 10**3 – 4 = 5**1-2 = 3* |  |  |
| **2018-2019** |  |  |  |  |  |
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| **2019-2020** |  |  |  |  |  |
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| **2020-2021** |  |  |  |  |  |
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|  | *\** ***Research papers/articles published by teachers*** |
| Name of author | Title of paper | Name of jourmal / Newspaper / Magazines | Vol Number/Date | **5***5 or more = 5**3 - 4 = 3**1 – 2 = 2* |  |  |
| **2018-2019** |  |  |  |  |
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| **2019-2020** |  |  |  |  |
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| **2020-2021** |  |  |  |  |
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|  | *\** ***Books and chapters in edited volumes/books published and papers in state/national/international conference-preceedings.*** |
| Name of author | Title of paper/Book | Name of Publisher | ISSN/ISBN number | Year of Publication | **10***5 or more =10**3 - 4 = 5**1 – 3 = 3* |  |  |
| **2018-2019** | Dr. Ratan Kumar | सीमान्त आँचल (Book) | Publication Cell GKNC | ISBN 9788193584804 | Nov, 2018 |
|  | सीमान्त (Journal) | Hindi Dept |  ISSN-2454-1184 | August, 2018 |
|  |  |  |  |  |
|  |  |  |  |  |
| **2019-2020** | Dr. Ratan Kumar | सीमान्त (Journal) | Hindi Dept |  ISSN-2454-1184 | August, 2019 |
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| **2020-2021** |  |  |  |  |  |
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| --- | --- |
| 5.10 | **Particiaption in seminars, workshop, etc as resource persons and reading seminar paper/radio/television talk** |
|  | Name of Teacher | Title of paper | Tittle of programme |  Time | **15***5 or more = 15**3 – 4 = 10**1 -2 = 3* |  |  |
| **2018-2019** | Dr. Ratan Kumar | हिंदी ई पत्रिका और साहित्य (As Resource Person) | National Seminar on Jan Sanchar Madhyam aur Sahitya | 26th & 27th Dec, 2018 |
|  |  |  |  |
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| **2019-2020** | Dr. Ratan Kumar | मोहन राकेश के साहित्य में मध्यवर्ग की प्रवृनियों की अभिव्यक्ति और स्वरूप  | International Seminar on Pravashi Bhasha Sahitya aur Samaj | 13th & 14th May, 2020 |
|  | महादेवी के साहित्य में परिवेश | International Seminar on Badalte Parivesh Gramin Jivan | 23th & 24th May, 2020 |
|  | विश्व में कबीर की प्रासंगिकता | International Seminar on Vishwa Manavta ki Chunoutiyan aur Kabir | 10th & 11th June, 2020 |
|  | अष्ठछाप के कवियों का कृष्णभक्ति साहित्य में योगदान  | International Seminar on Bhaktikaal: Krishna Kavya ke Vivid Aayam | 29th & 30th June, 2020 |
| **2020-2021** |  |  |  |  |
| Dr. Ratan Kumar | हिंदी भाषा का यांत्रिक अनुवाद  | International Seminar on Bhartiya Sanskriti ke Vaishwik Vistar me Anuvad ki Bhumika | 9th July 2020 |
|  | प्रवासी हिंदी कहानीकार वैश्विक परिदृश्य में  | International Seminar on Hindi Ka Vaishik Paridrishya aur Pravasi Sahitya | 10th July 2020 |
|  | Competitive Exam (As Resource Person) | Udan (National Workshop) | 2-8 July, 2020 |
|  | **TOTAL** | **120** |  |  |

**6.** **INFRASTRUCTURE AND LEARNING RESOURCE. (30 points)**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Sl. No.** | **Items** | **Descriptions** | **Weightage** | **Score** | **Remark(s) by Assessor** |
| 6.1 | **Whether departmental library is available? If yes, mention the number of volumes, journals, magazines, etc.**  | Yes / No (Common Library) | **10** |  |  |
| 6.2 | **Availability of internet connection / wifi for teachers (Approx. 50 words)** | N/A | **10** |  |  |
| 6.3 | **Available of internet connection / wifi for students. (Approx. 50 words)** | N/A | **10** |  |  |
| TOTAL | **30** |  |  |

**7. STUDENTS SUPPORT AND PROGRESSION (80 points)**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Sl. No.** | **Items** | **Descriptions** | **Weightage** | **Score** | **Remark(s) by Assessor** |
| 7.1 | **Mentoring system adopted. (Approx. 100 words)** | **No** | **10** |  |  |
| 7.2 | **Mechanism for timely redressal of student’s grievances. (Approx. 100 words)** | **No** | **10** |  |
| 7.3 | **Were records of student’s progression to higher studies/placement maintained? If so, highlight the system. (Approx. 50 words)** | **`No** | **10** |  |
| 7.4 |  **Were records of students / Alumni members qualifying at state and national examination maintained. If so, mention the name and examination** | **No** | **10** |  |
| 7.5 | **Was study tour, field trip, exposure visit conducted, if yes, mention** | **30***Study tour = 15**Exposure visit = 10**Field trip = 5* |  |  |
|  | *Name of activity* | *Duration* | *Place of visit* | *Number of participants* |
| **2020-2021** |  |  |  |  |
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| **2019-2020** |  |  |  |  |
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|  |  |  |  |
| **2018-2019** | Study Tour | One week | Agartala, Tripura | 15 |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| 7.6 | **Percentage (%) of students benefitting guidance for competitive examination, counseling, skill development programmes, etc.**  | Name of programme | Nos of students benefitted | Percentage | **10***60% and above = 10**50% - 59% = 5**49% and below = 3* |  |  |
| 1)  |  |  |
| 2)  |  |  |
|  | **Total** |  |  |
| **Total** | **80** |  |  |

**8. GOVERNANCE, LEADERSHIP AND MANAGEMENT. (40 points)**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Sl. No.** | **Items** | **Descriptions** | **Weightage** | **Score** | **Remark(s) by Assessor** |
| 8. 1 | **Whether activity records are maintained?**  | No | **10** |  |  |
| 8.2 | **Number of professional development training programmes organized** | **15***7 days or mor = 10**6 days or less = 5* |  |  |
|  | *Name of programme* | *Duration* | *Nos of participants* | *Sponsoring agency* |
| 1) No |  |  |  |
| 2) No |  |  |  |
| 8.3 | **How were required reports submitted to IQAC?** *(Tick the appropriate item)* | **10***Monthly = 10**Quarterly = 5**End of semester = 3**As and when solicited = 2* |  |  |
|  | *1) Monthly* |  |
| *2) Quarterly* |  |
| *3) End od Semester* |  |
| *4) As and when solicited* | √ |
| 8.4 | **Number of faculty attending professional developments, training programmes, etc.** | **5***More than 10 program = 5**5 – 9 program = 3**1 – 4 program = 2* |  |  |
|  | *Name of faculty* | *Name of programme attended* | *Duration of programme* |
| **2018-2019** | **Dr. Ratan Kumar** | Basic Level Workshop on Manuscriptology & Palaeography | 12th – 31st January, 2019 |
|  |  |  |
|  |  |  |
|  |  |  |
| **2019-2020** | **Dr. Ratan Kumar** | National Workshop on Emotions and its Management | 25th April to 1st May, 2020 |
|  | FDP on Research Methodology & Process | 20th – 26th June, 2020 |
|  | National Workshop on **जम्मू कश्मीर का सास्कृतिक अवबोध: भाषा एवं साहित्य के परिपेक्ष में**  | 25th – 30th June, 2020 |
|  |  |  |
| **2020-2021** |  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  | **Total** | **40** |  |  |

**9. INSTITUTIONAL VALUES AND BEST PRACTICES (40 points)**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Sl. No.** | **Items** | **Descriptions** | **Weightage** | **Score** | **Remark(s) by Assessor** |
| 9.1 | **Describe one Best Practice adopted by the Department** | अधिक से अधिक पेड़ लगाना तथा उन पेड़ों की देखभाल करना| | **10** |  |  |
| 9.2 | **Contribution towards campus life and development (Not more than 100 words)** | विद्यार्थियों के बीच ज्यादा से ज्यादा समय देकर उनकी समस्याओं को समझना तथा समस्याओं का समाधान करना|  | **10** |  |  |
| 9.3 | **Differently abled friendliness** | N/A | **5** |  |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 9.4 | **Whether Gender Equity programme organized, if yes, mention**  |  |  |  |
|  | *Name of programme* | *Time/Duration* | *Number of participants* | *Sponsoring agency* | **10***3 or more = 102 programme = 5**1 programme = 3* |  |  |
| **2020-2021** | N/A |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| **2019-2020** | N/A |  |  |  |
|  |  |  |  |
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|  |  |  |  |
| **2018-2019** | N/A |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  | **Total** | **40** |  |  |

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| --- | --- | --- | --- | --- |
| 9.5 | **Organised programmes/lectures on birth/death anniversaries on great indian personalities, rights of citizens, etc.**  |  |  |  |
|  | *Name of programme* | *Time/Duration* | *Number of participants* | *Sponsoring agency* | **10***3 or more = 10 2 programmes = 5**1 programme = 3* |  |  |
| **2020-2021** |  |  |  |  |
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| **2019-2020** |  |  |  |  |
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|  |  |  |  |
| **2018-2019** | **RUN FOR UNITY** | **10.30AM-11.30AM** | **50** | **N/A** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  | **Total** | **40** |  |  |

**10. STRENGTH, WEAKNESS, OPPORTUNITIES & CHALLENFES (SWOC) analysis (Highlight 2 points)**

|  |  |
| --- | --- |
| \* Strength :  |  |
|  |
|  |
| \* Weakness :  |  |
|  |
|  |
| \* Opportunities :  |  |
|  |
|  |
| \* Challenges :  |  |
|  |
|  |

Date of submission:

Name and signature of the faculty

**Dr. RATAN KUMAR Sri HARI PRASAD Dr. DHEERENDRA Kr. SRIVASTAV**



Name and signature of HOD Name and signature of the Principal

OBSERVATIONS OF THE ACADEMIC AUDIT TEAM:

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| --- |
|  |

TOTAL POINTS: 500 TOTAL SCORE:

( ) ( ) ( )

 Member Member Member

Academic Audit Team Academic Audit Team Academic Audit Team

