

AI-AMEEN MEMORIAL MINORITY COLLEGE

Academic Audit Report 2019-20 Department of Urdu

This Department Audit Report had been unanimously generated by the undersigned faculty members & forwarded by the head of the department to the respected auditor, through the Sir Principal.

All the contains had been verified by IQAC coordinator.



ACADEMIC AUDIT

YEAR: 2019-2020

Name of the Department: URDU

Year of establishment: 2009

Present Teaching Staff			
Sl. No	Name	Designation	Full Signature
1.	SK ASGAR ALI	LECTURER	SK ASGAR ALI
2.			

Signature of HOD: SK ASGAR ALI

Signature of IQAC Co-ordinator: Sayera Begum
Coordinator
IQAC, Al-Ameen Memorial Minority College
Jogibattala, Baripur, Kol.-145

Signature of Principal:

Principal
Al-Ameen Memorial Minority College
Jogibattala, Baripur, Kol.-145

AI-AMEEN MEMORIAL MINORITY COLLEGE

REPORT ON THE ACADEMIC AUDIT

Session: 2019-20

Details of the Department of URDU

Sl. No	Criterion	Particular
1.	Name of the College	Al- Ameen Memorial Minoeity College
2.	Name of the Department	<u>URDU</u>
3.	Affiliation	Calcutta University
4.	Year of Establishment	<u>2009</u>

Dr. Angan Gh



URDU

Faculty Strength and Specialization

• 2019-20

Sl. No	Name	Designation	Qualification	Specialization
1.	SK ASGAR ALI	Lecturer	M.A	ALLAMA IQBAL
2.	—	—	—	—

SK ASGAR ALI



VISION OF READING URDU LANGUAGE AND LITERATURE

2019 — 2020

The study, teaching, and research of the Urdu language and literature is primarily to focus on providing students with a comprehensive understanding of Urdu, enabling them to develop proficiency in reading, writing and speaking the language.

The course includes Urdu grammar, composition, poetry, prose, drama, fiction, literary criticism, and cultural studies. Through these courses, students learn the intricacies of Urdu grammar, expand their vocabulary, explore renowned Urdu literary works, and gain insights into the cultural and historical aspects associated with Urdu literature.

In addition to classroom instruction, the Department of Urdu may organize workshops, seminars, and cultural events to enhance students' understanding of Urdu language and literature. These events may involve discussions, recitations, performances, and presentations by students and experts, providing a platform to celebrate and promote Urdu language and culture.

The course also aims to emphasize research activities, encouraging students and faculties in their present as well as future courses of studies.



• URDU

STUDENT TEACHERS RATIO

2019 - 2020

SEMESTER	NUMBER OF STUDENTS	RATIO (STUDENTS: teachers)
1 st Semester	04	04 : 1
3 rd Semester	04	04 : 1
5 th Semester	04	04 : 1



2019-20

Feedback from Students: good

Computer Facility: yes, available

Computer: Student Ratio: 1:3

Internet Facility for Staff: yes

Library Book: Student Ratio: 1:3

Total Library Book: Student Ratio: 1:2



STUDENT DETAILS

1. Subject: URDU

2. Intake capacity: 50

Course BA	GENERAL		OBC-A		TOTAL
		P.D		P.D	

2. Students Enrollment (semester wise):

Session: 2019 - 2020

Semester	Total Students		OBC-A		GENERAL		Sc	
	Male	Female	Male	Female	Male	Female	Male	Female
1 st Semester	04	00	04	00	00	00	00	00
3 rd Semester	04	00	04	00	00	00	00	00
5 th Semester	04	00	04	00	00	00	00	00

Verification- Yes/No
YES



URDU
2019-20

Mechanism of interaction with students (Lectures/tutorials

/practical)/ Teaching Methods:

**We follow the lectures and tutorial mechanism of interaction
with students**

Department of Urdu

CRITERION	ITEMS	VERIFICATION DONE	COMMENTS	SUGGESTIONS IMPROVEMENT
CURRICULUM	Steps followed in The designing of syllabus and curriculum.	YES	We have followed the prescribed UG Syllabus of The University of Calcutta religiously.	Tutorial/Remedial classes for slow learners.
	Contents of the Curriculum	YES	According to the prescribed Syllabus of the University of Calcutta	NA
	Validation	YES	Done by UG-BOS of the University of Calcutta	NA
	IDC/EDC	NA	NA	NA
	Credits allotted	YES	Followed by the University of Calcutta CBCS Rule and Regulations	NA

Signature



URDU

2019-2020

CRITERION	ITEMS	VERIFICATION DONE	COMMENTS	SUGGESTIONS IMPROVEMENT
TEACHING LEARNING PROCESS	Teaching Methods and Aids	Yes	Lecture method just in time teaching and interactive lecture etc, audio visual techniques	
	E-Learning Modules	Yes	PPT Slides and e-Books	To arrange smart classroom for all subjects
	Project UG	Yes		
	Internal Assessment	Yes		
Uniqueness		Process done properly and regularly in offline and online modes		
	Student Support – Remedial Class		Done	To attract more students for remedial classes
	Evaluation of Students Progress		N.A	



Success Rate of Students 6TH SEMESTER 2019-20
BA/B.Sc Semester VI (Honours) under CBES

SUBJECT	NUMBER OF STUDENT APPEARED IN THE FINAL EXAMINATION	NUMBER OF STUDENT PASSED OUT IN THE FINAL EXAMINATION	NUMBER OF STUDENT PASSED 60% ABOVE
URDU	NA	NA	NA
PROGRAMME COURSE	-	-	-

Verification- Yes/No
Yes



Mode of Evaluation

(Class Tests/ Assignments/ Project/ Student Seminar/Quiz, etc.)

Sl. No	Criterion	Action Taken	Verification Done
1.	Class Tests	At regular interval	Yes
2.	Assignments	From time to time	Yes
3.	Students Seminar	As per requirement and considering the financial constraints	Yes
4.	Group Discussion	Frequently	Yes
5.	Quiz	Occasionally	Yes
6.	Project	As per guidelines of the university of Calcutta	Yes



URDU
2019 - 2020

Details of Teaching / Research facilities set-up in the Department
(Through internal and external funding separately)

Sl. No	Criterion	Particulars	Verification Done
1.	Smart Room /Virtual Room	The College has one common smart class room	yes
2.	Computers	The College has at Present 20 Computers	yes
3.	Internet Facilities	Internet Provided by the institution and personally data,	yes
4.	Research Work	Institutional	yes



Details of Seminar/Symposium/Conference Organisation Organized
during the Present Year: 2019 - 2020

Sl. No	Patron	Convener	Speaker	Title	Sponsor	Date	No of participants
1	URDO	Md. Shamsul Haque	Sk Asgar Ali	Abu mahfuz Al Karim	Al Ameen Memorial Minority College	20/11/2019	117



2019-2020

Details of Teacher-wise Career and Professional Growth of Faculty
including Training Programmes Attended

Sl. No.	Name of Faculty	Name of the Programme attended (Seminar/Conference/Workshop)
1.	SK ASGAR ALI	Abu Mahfuz AL-Karim
2.		
3.		



2019-20 SWOC Analysis

A. Strength:

- (i) Department has dedicated & motivated teachers.
- (ii) We conduct class tests regularly.
- (iii) Teacher students good relation.
- (iv) Whats app group is opened for students for easy correspondence.
- (v) We provide regular study materials through whats app groups and e-mails.
- (vi) Online classes in addition to offline classes.

B. Weaknesses:

- (i) There is no departmental room.
- (ii) Lack of sufficient teaching staff.
- (iii) The students did not get much opportunity to study in the college due to onslaught of Covid-19.
- (iv) No reading room for students.
- (v) Lack of proper infrastructure like high-speed internet connection.



C. Opportunities:

- (i) Students feel at home in the department.
- (ii) After graduation students can apply for different jobs.
- (iii) Growing number of career options for the students of this department with the spread of internet and changing global situation.
- (iv) Students have been able to do various seminars online.
- (v) To encourage these students to enrol for courses, workshops, programs, etc. which the college offers to students in an attempt to equip them with the skills needed for their careers.
- (vi) To provide prompt counseling for any emotional emergencies arising on account of any event on the college campus

D. Challenge:

- (i) Make students studies.
- (ii) Lack of considerable amenities.
- (iii) Open whats app group for teaching the students.
- (iv) Teaching students online.
- (v) Making first generation learners interested in education.

