

AI-AMEEN MEMORIAL MINORITY COLLEGE

Academic Audit Report 2022-23 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: 2022-2023

Name of the Department: URDU

Year of establishment: 2009

Present Teaching Staff			
Sl. No	Name	Designation	Full Signature
1.	SK ASGAR ALI	Lecturer	SK Asghar Ali
2.			

Signature of HOD: SK Asghar Ali

Signature of IQAC Co-ordinator : Sayera Begum

Coordinator
IQAC, Al-Ameen Memorial Minority College
Jogibattala, Baraipur, Kol.-145

Signature of Principal:

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

AI-AMEEN MEMORIAL MINORITY COLLEGE

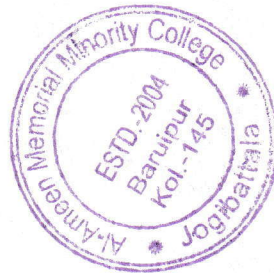
REPORT ON THE ACADEMIC AUDIT

Session: 2022-23

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	URDU
3.	Affiliation	Calcutta University
4.	Year of Establishment	2009



Faculty Strength and Specialization

2022-2023

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

2022 — 2023

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
2022 — 2023
STUDENT TEACHERS RATIO

SEMESTER	NUMBER OF STUDENTS	RATIO (STUDENTS: teachers)
1 st Semester	03	03 : 1
3 rd Semester	03	03 : 1
5 th Semester	03	03 : 1



2022-2023

Feedback from Students: Good

Computer Facility: Yes, available

Computer: Student Ratio: 1:1

Internet Facility for Staff: Yes

Library Book: Student Ratio: 15:1

Total Library Book: Student Ratio: 4:1



AL-AMEENMEMORIALMINORITYCOLLEGE

Jogibattala,Baruipur,Kolkata-700145

Mentor:Mentees

Teacher of the Department of Urdu - 2022 - 2023

Students of the Department of Urdu of 2nd sem.

NameofMentor	Number of Students/Mentees	Department	Honours/General	Semester	ListofMentees
Shamsil Haque	07	Urdu	General	2nd	Enclosed



Ameen Memorial Minority College

Jogibattala, Baruipur, Kolkata-700145

Department of Urdu General

Semester-I

Name of the mentor: Shamsul Haque

Number of Mentees Allotted - 07

Mentoring system is a need of every educational organisation. Role of mentor is very important in the system. Effective mentorship is actually a two-way conversation in which both mentor and mentee feel committed to the problem and share a desire to resolve it.

During the interaction period, some important issues were raised and resolved.

1. Issues Raised : Need to provide reference books for reading

Issue Resolved : Issues was discussed with the Principal & Librarian and required reference books for reading have been made available to the students in library hours. Along with that the number of newly published books and books by foreign authority increased.

2. Issues Raised : Need to organise programme on skill development of urdu.

Issues Resolved : Various programme on skill development were organised in order to expand their knowledge base in various area of the subject. Knowledge enhancement is arranged through departmental seminars in collaboration with other college.



For mentor Urdu(G)

Name list of Urdu (G) students

1st sem URDU (G) 2022

Roll

NAME

201

MD Nazibulla khan

218

Mahenur khatun

229

Asidu islam laskar

232

Asif Rahaman

428

Nuruddin khan

440

Jahir hossain Mistry

483

Tahir Mistry

MD, Shamsul Hogue
Teacher-URDU Department



STUDENT DETAILS

1. Subject: URDU

2. Intake capacity: 50

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

3. Student Enrolment (Semester Wise):

Session: 2022—2023

Semester	Total Students		OBC-A					
	Male	Female	Male	Female	Male	Female	Male	Female
1 st Semester	03	00	03	00	00	00	00	00
3 rd Semester	03	00	03	00	00	00	00	00
5 th Semester	03	00	03	00	00	00	00	00

Verification- Yes/No
Yes



URDU
2022-23

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

En. Ag. Ar. Ar.



CRITERION	ITEMS	VERIFICATION DONE	COMMENTS	SUGGESTIONS IMPROVEMENT
TEACHING LEARNING PROCESS	Teaching Methods and Aids	Yes	Lecture method Just in time teaching and interactive lectures etc and 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	



B.A/B.Sc VI Semester (Honours) under CBCS

Success Rate of Students 6TH SEMESTER

2022-2023

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	03	03	03
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 constraint	yes
4.	Group Discussion	Frequently	yes
5.	Quiz	Occasionally	yes
6.	Project	As per guide lines of the University of Calcutta,	yes



URDU
2022-2023

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	Yes
3.	Internet Facilities	Internet provided by the institution and from personal data used	Yes
4.	Research Work	Institutional	Yes



URDU - 2022-2023

Details of Seminar/Symposium/Conference Organisation Organized during the Present Year: 2022-23

Sl. No	Patron	Convener	Speaker	Title	Sponsor	Date	No of participants
1.	URDU	Md Shamsul Haque	S.k Asgar Ali	Ahmed Shawke Bek	Al-Ameen Memorial Minority college	24/11/2022	117
2.	URDU	Md Shamsul Haque	Sk. Asgar Ali	Shah Wali Wallah Dehlabi	Al-Ameen Memorial Minority College	11/05/2023	171
3	Al Ameen Memorial Minority College	Benajir Khatun	Anirban Ghosh Bipin Upadhyaya	Creating Inclusive Learning Environment	Al Ameen Memorial Minority College	03.08.2023	50



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	Ahmad Shwqi Bek (24.11.22)
2.	SK Asgar Ali	Shah waliullah dehlw (11-05.2023)
3.	SK Asgar Ali	creating inclusive Learning Environment (03-08.2023)



2022-23 SWOC Analysis

A.Strength:

- (i) Offering regular remedial classes.
- (ii) Teachers are always approachable by the students even outside the classroom.
- (iii) Additionally building awareness about career opportunities among students.
- (iv) Most of the students are girls.
- (v) Maximum number of Minority Students.
- (vi) First generation learners get attracted towards this college.
- (vii) Most of the students who are from villages get opportunity to study.
- viii) Learned and devoted Faculty members.
- (ix) Concerned and desirous Students.
- (x) Forward-moving and contemporary outlook of the Department.
- (xi) Good relation among the students and teachers.
- (xii) Cooperative attitude among the students are admiral.
- (xii) Good relation among the employers and the employee.
- (xv) Adjoining reading-room with the library.

B.Weaknesses:

- (i) Lack of proper infrastructure like high-speed internet connection.
- (ii) Negligible number of computers for the department.
- (iii) Lack of awareness among parents.
- (vi) Irregular attendance of students.
- (v) Lack of proper transportation and communication.



- (vi) First Generation learner.
- (vii) Lack of educational consciousness.

C. Opportunities:

- (i) Growing number of career options for the students of this department with the spread of internet and changing global situation.
- (ii) To make the minority students aware of the various scholarship's schemes of the Central and State Governments.
- (iii) To encourage these students to enrol for courses, workshops, programs, etc. which the College offers students in an attempt to equip them with the skills needed for their careers.
- (iv) To provide prompt counseling for any emotional emergencies arising on account of any event on the College campus
- (v) To provide these students with a grievance redressal mechanism in addition to the regular redressal mechanism
- (vi) Financial supports like Government Grants.
- (vii) Progressively increasing perception to the higher education.
- (viii) There are several Scholarships and Endowment facilities is provided.
- (ix) Students can learn to speak in English, Urdu and Arabic.

D. Threat:

- (i) Drop out of students.
- (ii) Making first generation learners interested.
- (iii) Lack of Considerable Amenities.




2022 - 23

SUGGESTION ROADMAP

The Urdu course provides undergraduate students opportunity to obtain a Graduate degree that enables them to learn Urdu language and literature, application of this knowledge for a better and prosperous future. It creates ampler opportunities for the students for pursuing higher studies and job opportunities in India and overseas countries.

Auditor Details

Sl. No	Name	Designation	Signature with Seal and Date
1.			
2.			
3.			
4.	DR. NURUL HAQUE	PRINCIPAL	 Principal Al-Ameen Memorial Minority College Jogibattala, Baruipur, Kol.-145