



MAULANA ABUL KALAM AZAD UNIVERSITY OF TECHNOLOGY, WEST BENGAL

(Formerly West Bengal University of Technology)

Main Campus: NH-12, Haringhata, Post Office- Simhat, Police Station-Haringhata, Pin-741249

City Office: BF-142, Salt Lake City, Kolkata – 700 064

Tel. No. : (033)2334 1909

INTERNAL/EXTERNAL ACADEMIC AND ADMINISTRATIVE AUDIT (AAA) REPORT

Date of Audit: 16.06.2021, 17.06.2021, 19.06.2021, 21.06.2021, 22.06.2021, 23.06.2021, 24.06.2021, 25.06.2021, 28.06.2021, 29.06.2021, 30.06.2021, 01.07.2021, 02.07.2021, 03.07.2021, 05.07.2021

The Faculty Members of all Departments gave a presentation on various activities in their Departments in presence of the Hon'ble Vice-Chancellor of the University. The Committee Members did an online Audit due to the prevailing Pandemic Situation throughout the Country and the World..

The Members of the Audit Committee were:

1. Prof. B. B. Paira, Former Professor, Calcutta University
2. Prof. Dulal Ray, Former Professor, IEST-Sibpur
3. Prof. S. Chakrabarti, Nibedita Govt. College, Kolkata
4. Prof. Gour Banerjee, Principal -The Heritage Academy
5. Dr. Somdatta Chakravorty, Director-IQAC

Audit of Academic Activities of members of Faculty for the session, 2020-2021

Parameter :- "Teaching-Learning of Individual Faculty Members"

Academic Audit of "Ms. Sayanni Manna" Asst Prof, Dept. of I.T, "Ms. Anindita Das," Asst Prof, Dept. of I.T, & "Mr. Gourab Mondal," Asst Prof, Dept. of I.T was held on 30th June, 2021 through a presentation in online mode, at 11:00 a.m.

After a rigorous checking by the Audit committee, from the presentation of individual faculty members, the following recommendations were forwarded to each of them for taking followup actions.

Ms Manna was advised to:-

1. Publish papers in good referred journals.
2. Complete the CO-PO mapping, attainment of CO - PO also to be included in the Mapping, using action verbs while doing the mapping.
3. For peer evaluation, she was also advised to use some format with a defined set of parameters as followed in different online courses.



B. B. Paira *Tel. No. : (033)2334 1909* *Gour Banerjee* *Dr. Somdatta Chakravorty*



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B. B. Paira *T. Chakrabarti* *G. Banerjee* *S. Chakrabarti*





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Ms Manna was advised to:-

1. Publish papers in good referred journals.
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B. B. Paira *Simhat, Haringhata* *Gourab Mondal* *SE*

Chakravorty

1/24



4. Use different learning techniques like reinforcement learning, deep learning etc. to develop a structured format for the Laboratory Courses in P.G level

Ms. Anindita Das was advised to:-

1. Use course detail, Course outcome, Course index, etc., case studies before all the videos.
2. To cancel her previous application and enrolment regarding her Ph.D. work and apply for fresh enrolment under the IT Department.
3. Organize a demo session in consultation with her HoD, for the Genetic Algorithm based Time Table Scheduler Product designed and developed by her.
4. Focus and continue on the patent work she is presently doing, and also focus on the research work.

Mr. Gaurav Mondal was advised to:-

1. Publish his journals in free reputed journals instead of paid journals.
2. Work on bringing some projects from the industry through exploring industry Connect opportunities.
3. Take certain courses on Coursera or Edx for improving the quality of teaching.
4. Work on taking effective feedback from the students and improvise based on that
5. Work on creating online video lectures.
6. Focus on research work.

B. B. Das *Shalini* *Gaurav*



Shalini

2/24

MAULANA ABUL KALAM AZAD UNIVERSITY of TECHNOLOGY, WEST BENGAL

Audit of Academic Activities of members of Faculty for the session, 2020-2021

Parameter :- "Teaching-Learning of Individual Faculty Members"

Academic Audit of "Mr. Krishnendu Saha", Asst Prof Dept of Media Science **Dr. Tanzeem Raza**, Asst prof Dept. of Pharmaceutical Science & **Ms. Sayanatani Ray**, Asst Prof dept of Hospital Management, was held on 24th June, 2021 through a presentation in online mode, at 11:00 a.m.

After a rigorous observations by the Audit committee, from the presentation of individual faculty members few important advices were given to them-

Dr Krishnendu Saha was advised to:-

1. Make animated presentations in future academic presentations.
2. Organize STTP in animation/film making.
3. Create the repository of question banks based on the different levels of difficulty.
4. Take feedback from the students and work on the corrective measures against the Areas of improvement.
5. Focus on the increase of admission of no of students in the department through promotional activities like webinars. Seminars by inviting experts from the domain.
6. Explore the possibilities of industry collaboration so that students can be benefited from it by sending them for internships.
7. Practice the areas of computer science as an application of media science.
8. Do related courses on media science and associated technologies and align the research works with it.
9. Complete the lesson plan, COPO mapping and rubrics.
10. Involve students in various projects and activities of the department.
11. Incorporate departments in collaborative activities in various verticals of media Science.



Dr. Tanzeem Raza *Ms. Sayanatani Ray* *Dr. Krishnendu Saha* *Chalmers*

Dr Raza was advised to:

- 1) follow the standard protocol for making any kind of official presentation Before a panel/jury.
2. Take student feedback to improve the quality of the teaching learning process.
3. Complete the lesson plan/co-po mapping, include rubrics and use bloom's taxonomy.
4. Publish quality research papers in reputed journals.
5. Do online certificate courses (on EdX) to increase the domain knowledge And expertise in the subject.
6. Collaborate with his previous University - Pondicherry University for holding Webinars in collaboration.
7. Work on rolling out diploma or certificate courses by the end of the year.
8. Increase PG student's engagements in research activities.

Ms Ray was advised to :-

1. Complete the Ph.D. within a reasonable time now as it has been quite long After enrolment.
2. Focus on publication of more research paper as there has been no publication After 2019.
3. Focus on the increase of students' intake through various departmental Promotional activities.
4. Work on signing on MoU with other hospitals, so that the association can Benefit in the internship of the students.
5. Focus on research work, publication of more papers in reputed journals.
6. Complete the course file, COPO mapping, and even include rubrics.
7. Work on holding more webinars and seminars.



B. B. Panigrahi *Shal chandra* *goutam* *SC*

Shal chandra

4/24

MAULANA ABUL KALAM AZAD UNIVERSITY of TECHNOLOGY, WEST BENGAL

Audit of Academic Activities of members of Faculty for the session, 2020-2021

Parameter :- "Teaching-Learning of Individual Faculty Members"

Academic Audit of "Dr. Anirban Roy" Asst Prof, Dept of Material Science, Dr. Sonia Kundu, Asst Prof Dept of Food Science, " Dr. Niladri Chakraborty ", Asst Prof, Dept. of Food Science Asst Prof Dept , was held on th June, 2021 through a presentation in online mode, at 11:00 a.m.

After a rigorous observations by the Audit committee, from the presentation of individual faculty members few important advices were given to them-

Dr. Anirban Roy was advised to :-

1. Complete the Course file at the possible earliest.
2. Apply for Research grants in DST, SEBI and also by applying to various national organizations
3. Mapping of COPO for each programme. Also using Rubrics for COPO mapping.
4. Check the API score, calculation of correct API score and attaining the necessary score at regular Intervals.
5. Give emphasis on different outreach activities.
6. Participate in different promotional activities to enrol more students' in all the programs of the Department and also in MSc.
7. Enrol Ph.D. students for guiding.
8. As Materials Science is an interdisciplinary subject that's why industry collaboration is very essential, therefore to explore the demands and problems of the industries and helping the students to acquire the required specific skill or knowledge for industry collaboration.
9. Organizing Students' symposium, Webinar on relevant topics.
10. do more research work on advanced materials required for industry such as ceramic, Biomaterials, nanomaterials etc.
11. Focus more on research in Computational Material Science and as he has done few courses on Python, to make practical use for better understanding of the language.
12. To be clear with the Mission and vision of the Department.
13. Organizing one or two conferences yearly for increasing the visibility of the department.

B. B. Anirban Roy

Chakraborty

5/24



Dr. Sonia Kundu was advised to :-

1. Revive the project of Horticulture Dept, Govt. of West Bengal, so that University can Collaborate and implement the same.
2. Arrange for a brainstorming session with Hon'ble Vice Chancellor and all the Directors, to Explore the roadmap ahead for Food Science & Technology areas.
3. Complete the course content creation and maintain the same for future NAAC records.
4. CO PO mapping along with Rubrics to be completed from this initial level itself.
5. Focus on Industry collaboration so that the students can be benefitted from through research, training and placements.
6. Apply for Research grants in DST, SEBI and also by applying to various national organizations
7. Work and focus as a Ph.D. guide.
8. be clear with the Mission and vision of the Department.
9. Focus on research activities in applied areas.
10. Explore possibilities of collaboration with the IoT Dept for the development of the department.

Dr. Niladri Chakraborty was advised to-

1. Prepare the course file for all the subjects.
2. Focus on exploring the collaboration opportunities with the Industries as the courses of the department are related to industry applications.
3. Do the COPO mapping and attaining the Rubrics also.
4. Arrange online Quiz on Science/Math for better development of students' knowledge.
5. Do online courses using various platforms.
6. Document all the mentoring activities done for the students.
7. Create tutorials for effective lab activity for the benefit of the students.

B. B. Panigrahi *Subal Choudhury* *Geeta R*



Chakraborty
6/24

Academic Audit of "Mr. Sayan Kr. Roy, Asst Professor, Dept Of I.T, Ms. Sayantani Majumdar, Asst Prof , Dept of BioTechnology, & Mr. Amit Karmakar " Asst Prof, Dept of CSE, was held on 30th June, 2021 through a presentation in online mode, at 11:00 a.m.

After a rigorous checking by the Audit committee, from the presentation of individual faculty members, the following recommendations were forwarded to each of them for taking follow-up action.

Mr. Sayan Kr Roy was advised to:-

1. Focus on his health as due to his health his research work got disrupted.
2. Start his research work and complete his Ph.D. He was asked to take Guidance of Prof. Debashish De.
3. Focus on the COPO mapping, preparing the teaching load.
4. As he is part of the Technology Cell of MAKAUT, W.B he was advised to submit a report on the current projects of the Technology Cell, the long term and short term plans of the Cell.

Ms Sayantani Majumder was advised to :-

1. Focus on the research work and complete her Ph.D.
2. Gain more knowledge of the inter - disciplinary subjects to have a firm Knowledge and as it will help to improve the teaching learning process.
3. Do the COPO mapping, course outcome, use of rubrics, Bloom's Taxonomy.
4. Focus on her domain area that is Biotechnology for her research work.

Mr Amit karmakar was advised to-

1. Do the CO-PO mapping of the syllabus, to prepare the entire lesson plan, use rubrics.
2. Focus on his research work and complete his Ph.D.
3. Focus on areas for creating drones or robots in the lab, to take help from Prof. Debashis De.
4. He was advised to increase the student's intake in Centre of Robotics And 3D Printing
5. Get exposure in higher mathematics and AI for value addition and facilitation of his research work .



B. B. Panigrahi *Debashish De* *Amit Karmakar* *Sayantani Majumdar*

Shahmansury

7/24

MAULANA ABUL KALAM AZAD UNIVERSITY of TECHNOLOGY, WEST BENGAL

Audit of Academic Activities of members of Faculty for the session, 2020-2021

Parameter :- "Teaching-Learning of Individual Faculty Members"

Academic Audit of **Mr. Mihir Kr Mahata**, Asst Professor, Dept. of VLSI & Microelectronics, **Ms. Ankita Ray**, Asst Prof, Dept of Industrial Engineering and Management, & **Mr. Shamboo Chatterjee** Asst Prof, Dept of Robotics and 3D Printing, was held on 23rd June, 2021 through a presentation in online mode, at 11:00 a.m.

After a rigorous checking by the Audit committee, from the presentation of individual faculty members, the following recommendations were forwarded to each of them for taking follow-up action.

Mr. Mihir Kumar Mahata was advised to:-

1. To complete of CO's (Course outcomes) and PO's (Program outcomes) mapping as per UGC guidelines along with course file preparation for each programme.
2. Prepare a document on lesson plan for teaching.
3. Take students feedback. The feedback should be documented and stored for further purpose.
4. Give emphasise on research projects and publications.
5. Increase his research and publications skills.
6. Keep target to publish in top journals, like as IEEE Transactions on VLSI.
7. Apply for Research grants in DST, SEBI and various national organizations.
8. Give emphasis on different outreach activity.
9. Organize Students' symposium, Webinar on relevant topics and also organize conference and FDPs.
10. Prepare Contents in proper and world class format.
11. Prepare Contents in proper and world class format.

Ms Ankita Ray was advised to :-

1. Complete of CO's (Course outcomes) and PO's (Program outcomes) mapping as per UGC guidelines along with course file preparation for each programme.
2. Update her MAKAUT profile.

Ms Shamboo Chatterjee was advised to :-

1. Attend session every Saturday at 9:30am under Prof (Dr) Sibamay Dasgupta on Teaching Methodology to devise proper CO, PO, SO, Lesson Plan etc.
2. Work on the assignments given by the competent authority with sincerity.
3. Enrol himself for PhD at the earliest.

B. B. Paria *Shamboo Chatterjee* *Shamboo Chatterjee*



Shamboo Chatterjee
8/24

MAULANA ABUL KALAM AZAD UNIVERSITY of TECHNOLOGY, WEST BENGAL

Audit of Academic Activities of members of Faculty for the session, 2020-2021

Parameter :- "Teaching-Learning of Individual Faculty Members"

Academic Audit of " **Mr. Anuja Bose**, Asst Professor, Dept Of Heritage Cell, **Ms. Subrata Ghosh**, Asst Prof, Dept of MBA Studies, & **Mr. Surajit Malakar** " Asst Prof, Dept of CCPTR, was held on 03rd July, 2021 through a presentation in online mode, at 11:00 a.m.

After a rigorous checking by the Audit committee, from the presentation of individual faculty members, the following recommendations were forwarded to each of them for taking follow-up action.

Mr. Anuja Bose was advised to:-

1. Publish one book concerning the heritage of Bengal under the guidance of the director of heritage cell Dr. Phani Kanta Mishra.
2. For the projects proposed by heritage cell like 'Documentation of Clive House' or 'Documentation of Malla temple' it was advised to make the fund appeal to competent government authority like State archaeological department of West Bengal or Archaeological Survey of India.
3. Write blogs about more recent world trend on technologies used on conservation, preservation and documentation of tangible and intangible heritage.
4. Make proposal for virtual outreach program where the concept of local heritage and its preservation techniques will be taught to colleges affiliated to MAKAUT.

Mr Subrata Ghosh was advised to :-

1. Complete of CO's (Course outcomes) and PO's (Program outcomes) mapping as per UGC guidelines along with course file preparation.
2. Framing lesson plan as per AICTE guideline.
3. He was advised to develop network with industry.
4. He was also advised to give his efforts to the admission process.
5. He was suggested to improve his research publication standard.

Surajit Malakar was advised to:

1. Complete of CO's (Course outcomes) and PO's (Program outcomes) mapping as per UGC guidelines along with course file preparation and COs should be changed with proper action verb and number of COs may be at par with number of module in a particular course.
2. Write research papers.
3. Do his PhD enrolment at the earliest.



B. B. Anuja *Subrata Ghosh* *Surajit Malakar* *SC*

Chakraverty

9/24

MAULANA ABUL KALAM AZAD UNIVERSITY of TECHNOLOGY, WEST BENGAL

Audit of Academic Activities of members of Faculty for the session, 2020-2021

Parameter :- "Teaching-Learning of Individual Faculty Members"

Academic Audit of **Mr. Joy Samaddar**, Asst Professor, Dept. of I.T , **Ms Dipanwita Ghosh** , Asst Prof , Dept of I.T , & **Mr. Aniruddha Dey** " Asst Prof, Dept of Robotics and 3D Printing , was held on 29th June, 2021 through a presentation in online mode, at 11:00 a.m.

After a rigorous checking by the Audit committee, from the presentation of individual faculty members, the following recommendations were forwarded to each of them for taking follow-up action.

Mr. Joy Somaddar was advised :

1. Follow the AICTE model curriculum during the lecture session.
2. Take students feedback after taking each class.
3. Restructure his lesson plan as per AICTE guideline and maintain proper course file.
4. For enhancing his research activities he was suggested to enrol himself in PhD programme and publish more papers

Ms Dipanwita Ghosh was advised to :-

1. It was advised that AICTE model curriculum should be followed during the lecture session, and take student's feedback after each class in prescribed format which will be provided by our department.
2. Prepare more number of e-content modules for the benefit of the students.
3. Complete her PhD as soon as possible and publish more number of papers for enhancing my research activities especially in the area of Geo - informatics.
4. Give more focus on student data analysis as a part of student mentoring.

Mr Aniruddha Dey was advised to :

1. Conduct webinar and seminar in MAKAUT.
2. The COE advised him to give emphasise in Direct Teaching, Assessment activities etc.
3. Take student feedback after taking his class.
4. Complete of CO's (Course outcomes) and PO's (Program outcomes) mapping as per UGC guidelines along with course file preparation.
5. Organise and take a fund from AICTE entrepreneurship, short term course.
6. Bring project from DRDO/ ISRO.



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10/24

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Parameter :- "Teaching-Learning of Individual Faculty Members"

Academic Audit of **Mr. Hiranmoy Mondal**, Asst Professor, Dept. of Applied Mathematics , **Ms. Banashree Sen**, Asst Prof , Dept of Applied Mathametics , & **Ms. Monalisha Char** Asst Prof, Dept of Material Science and Technology , was held on 17th June, 2021 through a presentation in online mode, at 11:00 a.m.

After a rigorous checking by the Audit committee, from the presentation of individual faculty members, the following recommendations were forwarded to each of them for taking follow-up action.

Mr. Hironmoy Mondal was advised to :

1. Complete of CO's (Course outcomes) and PO's (Program outcomes) mapping as per UGC guidelines along with course file preparation.
2. Improve the application-based teaching in each course.
3. Prepare and maintain the course file in each course (even and odd semester separately) and keep the same in the department.
4. He should give efforts for selection of interdisciplinary projects.
5. Improve own quality level as well as the ranking of the University in all kinds of University ranking systems.
6. Act as supervisor of Ph.D students in our University.
7. Apply for funded research projects.
8. Take initiatives for interdisciplinary research work in our University.

Ms Banashree Sen was advised to :

1. Adopt example based teaching method.
2. Her research activity should be "Data Analysed" based, for that she needs to increase her publication and research.
3. Prepare lesson plan for teaching.
4. Prepare a digital course file of her subject.
5. Keep record of all activities apart from hour base teaching.
6. Increase the students' attendance in her class.

Advises for Ms Monalisa Char:

1. It was advised that collaborative workshop/seminar for students and faculties were necessary for giving the exposure of operations and applications using Machine Learning and Artificial Intelligence in Materials Science.
2. It was also suggested that faculties from other departments like IT and CSE may be involved in delivering some departmental lectures focusing on basics of Machine Learning, Artificial Neural Network.
3. Further modification of the student evaluation may be adopted as advised.

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11/24



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Academic Audit of **Ms Debadrita Panda** , Asst Professor, MBA Studies, **Mr Biswanath Saha** , Asst Prof , Dept of BBA studies , & **Ms. Sarani Bhaumik** Asst Prof, Dept of BBA studies , was held on 25th June, 2021 through a presentation in online mode, at 11:00 a.m.

After a rigorous checking by the Audit committee, from the presentation of individual faculty members, the following recommendations were forwarded to each of them for taking follow-up action.

Ms. Debadrita Panda was advised to :-

1. Collect student's feedback in a structured manner with written documents.
2. Cover topic wise lesson Plan keeping in view the course outcome.
3. Use different types of methodology for teaching be it Flip learning, Online mode, Synchronous method etc. Regular Quiz should be practiced through online mode / LMS which will make it more structured.
4. Concentrate on publishing quality journals and completing Ph.D. Industrial Internship and collaboration with other Universities for student placement.
5. Take up online courses for better future prospects and for doing well in research areas.

Mr. Biswanath Saha was advised to :-

1. Prepare Feedback analysis in a proper format of Students, Student's Guardian, Alumni and Employers.
2. Invite Hospitals for Webinar/discussions and try to establish contact with association/MoU for student employment.
3. Put effort in publication and research further aiming to enrol in Ph.D and completing it.
4. Provide the study materials to students well in advance. The classes should be though in English to enhance their communication skill. Course Outcome has to be communicated to the students.
5. To Prepare Course file and lesson plan for delivering the course and session plan and keep it in file format.
6. Use the LMS tool for preparing these plans which will make everything structured.

Ms. Sarani Bhaumik was advised to :-

1. To record students' attendance in a structured manner.
2. To develop your own action plan / agenda for admission.
3. Design the lesson plan as per the UGC guidelines and make it as per individual classes, CO is more important so lesson plan should be designed keeping in view the CO.
4. LMS canvas should be used. Flip learning to be used.
5. Concentrate on Ph.D. Travel and Tourism database for placement. Primary focus should be to get students and then their placements.



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12/24

MAULANA ABUL KALAM AZAD UNIVERSITY of TECHNOLOGY, WEST BENGAL

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Parameter :- "Teaching-Learning of Individual Faculty Members"

Academic Audit of, Dr Moitreyee Chattopadhyay, Asst Prof, Dept of Pharmaceutical Science and Technology, & Dr. Kazi Asraf Ali Asst Prof, Dept of Pharmaceutical Science and Technology, & Mr. Sowvik Dey, Asst Prof, Dept of VLSI and MicroElectronics Technology was held on 22nd June, 2021 through a presentation in online mode, at 05:00 P.M

After a rigorous checking by the Audit committee, from the presentation of individual faculty members, the following recommendations were forwarded to each of them for taking follow-up actions.

Dr Moitreyee Chattopadhyay was advised to :-

1. take student feedback as well as feedback on curriculum and syllabi writing research projects for the funding agencies
2. evaluate students applying Rubrics and scale points students about lecture plan and the outcomes of the course at first Class of every subjects ,
3. to enroll in faculty training program by UGC and AICTE
4. To design some mechanism to ensure that learning is done after every session etc.
5. To develop a feedback control system and complete theory classes before lab classes.
6. Involve with project work arranged by AICTE and other research work
7. To write self assessment report mentioning how to be improved based on the feedback given by members and submit it to the Office of the Vice-Chancellor within 23.06.2021. The said points based on the report need to be incorporated in the next presentation.

Dr. Kazi Asraf Ali , was advised to :-

1. To take feedback from students on curriculum & syllabi and its delivery, take initiatives for collaboration with other pharmaceuticals departments of other Universities or Institutes and try to have connections with industries for placement.
2. to plan for course / program outcome as well as session outcome and explain to students the same. He further advised to assess students using Rubrics following the guidelines of teaching-learning method by UGC & AICTE and to go for innovative work and patent activity more.
3. prepare study material on application based and give a broad overview of laboratory work or instruments to the students so that they can analyse themselves.
4. guide students for their research and collaborate in research work with other Universities.
5. focus on research work and go for inter departmental collaboration for various academic purposes.
6. Involve in the Journal Club for sharing thoughts and getting ideas.
7. To write self assessment report mentioning how to be improved based on the



B. B. Asraf Ali
Chattopadhyay
13/24

feedback given by members and submit it to the Office of the Vice-Chancellor within 23.06.2021. The said points based on the report need to be incorporated in the next presentation.

Mr. Sowvik Dey, was Suggested to :-

1. to complete Phd and publish papers in refereed journals;
2. to follow a specific format designed by AICTE for taking student satisfaction surveys;
3. to follow standard for API calculation;
4. to look after placement activity.
5. to follow the same student feedback process and accordingly analyse and take corrective action.
6. to use LMS and to explain to students about lecture plans and the outcomes of the course at first class of every subject; follow classroom assessment techniques to evaluate students to ensure that learning has been done after each session etc.
7. to study on his Phd related course.
8. to start working on Phd and accordingly align research proposal and suggested to take advice from seniors.
9. To write self assessment report mentioning how to be improved based on the feedback given by members and submit it to the Office of the Vice-Chancellor within 23.06.2021. The said points based on the report need to be incorporated in the next presentation.

B. B. Paria *Souvik Dey* *Dr. S. K. Das* *Dr. S. K. Das*



Shahin

MAULANA ABUL KALAM AZAD UNIVERSITY of TECHNOLOGY, WEST BENGAL

Audit of Academic Activities of members of Faculty for the session, 2020-2021

Parameter :- "Teaching-Learning of Individual Faculty Members"

Academic Audit of, Dr Anju Paul , Asst Prof , Dept of Food Science and Technology , & Mr. Sandipan Dasgupta , Asst Prof, Dept of Pharmaceutical Science and Technology , & Dr Dipesh Chakraborty , Asst Prof, Dept of Pharmaceutical Science & Technology was held on 21st June, 2021 through a presentation in online mode, at 05:00 P.M

After a rigorous checking by the Audit committee, from the presentation of individual faculty members, the following recommendations were forwarded to each of them for taking follow-up actions.

Dr. Anju Paul was advised to :-

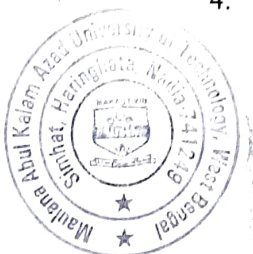
1. Highlight Innovative approach, in the teaching, CO-PO mapping for each programme.
2. Course outcomes should be discussed in the first class with the students to make it clear to them what they are studying.
3. Interim Feedback should be taken from students in a very objective way and accordingly modify the delivery plan.
4. should apply for a Research fund from the Govt. or Industry. She should get acquainted with the virtual laboratory for conducting.
5. She should concentrate on Patents. After six month objective assessment will be done so the focus should be on achieving the points through teaching, research and other activities.

Mr. Sandipan Dasgupta , was advised to :-

1. To conduct virtual practical rather than video examples for the students. Student Feedback should be collected on a regular basis.
2. He should concentrate on research development and formulation development and journals with good impact factors.
3. Digital content/Lecture contents should be developed and uploaded in the University portal and YouTube which will be beneficiary for the University brand building as well.

Advices for Dr. Dipesh Chakraborty, :-

1. All the programmes should have a course outcome which is to be shared with the students that with This particular programme / session will sum up to this particular outcome so that students have clarity of the programme which they are studying.
2. The Course planning should be clear.
3. Practical classes should be conducted.
4. Student periodic feedback should be observed through classroom assessment technique.



Dr. Anju Paul
Sandipan Dasgupta
Dipesh Chakraborty

15/7/21

5. He should concentrate on patents. In the next presentation points collected from different areas like teaching, research work and other activities should be highlighted. Plan should be made in which the course file should be turned into a text book. He should try to get Industrial projects or funded projects from the govt.

B. B. Paria

Atul chandra ✓

g. A. S. C.

Shahanshah



MAULANA ABUL KALAM AZAD UNIVERSITY of TECHNOLOGY, WEST BENGAL

Audit of Academic Activities of members of Faculty for the session, 2020-2021

Parameter :- “Teaching-Learning of Individual Faculty Members”

Academic Audit of, Ms Anwesha Sengupta, Assistant Professor, Department of Applied Science., Dr. Arijit Bag, Assistant Professor, Department of Applied Science , & Dr Dipesh Chakroborty , Asst Prof, Dept of Pharmaceutical Science & Technology was held on 16th June, 2021 through a presentation in online mode, at 11:00 P.M

After a rigorous checking by the Audit committee, from the presentation of individual faculty members, the following recommendations were forwarded to each of them for taking follow-up actions.

Advice for Ms Anwesha Sengupta:-

1. prepare a course file which includes syllabus of course, lecture materials, student feedback, CO-PO mapping, assessment Procedure , analysis of assessments etc. and to develop short courses.
2. For improving research profile, she was further advised to enrol in PhD by identifying research topic and mentor on active manner
3. prepare question bank with at least 150 multiple choice questions which need to be uploaded in ERP
4. He also suggested using LMS and uploading the records in ERP , which would be easily accessible by Det head.
5. explain students about lecture plan and the outcomes of the course at first class of every subject and to design more tutorial classes that will make Learning more effective

Advices for Dr. Arijit Bag :-

1. involve government or industrial sponsored project, consultancy and patent teams under the Institute Innovation Cell.
2. Advised to focus more in teaching by adapting various methods to make teaching-learning is more effective.
3. to do CO-PO mapping of the course and explain to students the same and take feedback from students to improve the teaching method.
4. He further advised to prepare objective and subjective types of questions and include it in the course file.
5. Course file should be prepared in such a way that after 3-4 years it would turn out to be a textbook itself.
6. He also suggested including a credit based choice system in the curriculum and plan for tutorial.
7. work on Carbon-chemistry and DFT study at University using the existing instruments and also involve with Quantum Computing work.



A. B. Tama *Shalendra* *Goutam* *Chakroborty*

17/6/21

MAULANA ABUL KALAM AZAD UNIVERSITY of TECHNOLOGY, WEST BENGAL

Audit of Academic Activities of members of Faculty for the session, 2020-2021

Parameter :- "Teaching-Learning of Individual Faculty Members"

Academic Audit of, Ms. Asmita Paul Asst Prof, Dept of Forensic Science, & Ms. Janyabi Pandit, Asst Prof, Dept of Forensic Science, & Mr. Abhishek Bhattacharjee Asst Prof, Department of Media Science was held on 02.07.2021 through a presentation in online mode, at 05:00 P.M

After a rigorous checking by the Audit committee, from the presentation of individual faculty members, the following recommendations were forwarded to each of them for taking follow-up actions.

Advices for Ms. Asmita Paul :-

1. Explain to students about lecture plan and the outcomes of the course at first class of every subject, prepare course file, follow standard procedure for getting student feedback as well as student satisfaction report on criteria basis etc. He further suggested focusing on getting Phd by selecting research paper and proper guide.
2. Complete CO-PO mapping and Rubrics, keep documentation of every activity, utilize the teaching method etc.
3. Go through the latest technology and tools pertaining to forensic science.
4. Write down review papers for publications in good journals and other formal academic research papers etc.
5. Gain more knowledge on one of her projects, Soil Research.
6. to write a self assessment report mentioning how to be improved based on the feedback given by members and submit it to the Office of the Vice-Chancellor within one day. The said points based on the report need to be incorporated in the next presentation.

Advices for Ms. Janyabi Pandit, :-

1. Prepare mission & vision of her department, start student mentoring activity, focus on research work by selecting proper guide and topic etc. He suggested reading respective NAAC criteria for the given work by the NAAC committee.
2. Prepare CO-PO mapping, Rubrics and course file, structuring syllabus in CBCS format etc. He further advised to adapt various methods in lecture delivery, student feedback & analysis etc.
3. Give emphasis on teaching, learning process, research methodology etc.
4. Focus on choosing a research topic and contact Dr. Debasis Giri for research guidance.
5. to write self assessment report mentioning how to be improved based on the feedback given by members and submit it to the Office of the Vice-Chancellor within one day.

The said points based on the report need to be incorporated in the next presentation.

B. B. Paul *Abhishek Bhattacharjee* *Chakravorty*
18/7/21



Advices for Mr. Abhishek Bhattacharjee, :-

1. Prepare course file.CO-PO mapping, maintaining files & folders.
2. Focus on research and NAAC report submission.
3. to write self assessment report mentioning how to be improved based on the feedback given by members and submit it to the Office of the Vice-Chancellor within one day. The said points based on the report need to be incorporated in next presentation.

B. B. Faruq Sub-Chancellor
C.P.O. 1
SC



Chatterjee

19/04/24

MAULANA ABUL KALAM AZAD UNIVERSITY OF TECHNOLOGY, WEST BENGAL

Audit of Academic Activities of members of Faculty for the session, 2020-2021

Parameter :- "Teaching-Learning of Individual Faculty Members"

Academic Audit of, Sujoy Mitra , Assist prof ,Dept of Forensic Science , & Mr Kunal Chowdhuri, Asst prof Dept of Renewable energy , was held on 01st July , 2021 through a presentation in online mode, at 05:00 P.M

After a rigorous checking by the Audit committee, from the presentation of individual faculty members, the following recommendations were forwarded to each of them for taking follow-up actions.

Advices for Mr Sujoy Mitra :-

1. Course file is to be prepared in a well-defined manner.
2. Focus should be in pursuing Ph.D and completing it.
3. Quality Journal Publication should be focused on based on its impact factor. Student, Guardian, Alumni and Employer feedback and its analysis and action plan is an immediate requirement.
4. Focus should be on admission and plan for departmental visibility.
5. Student mentoring is to be done and it should be documented for future references. Focus on the Industrial internship program.
6. Try to improve and add a question bank for every year.

1. Advices for Mr. Kunal Chowdhury

1. Course File is to be prepared with CO-PO, Syllabus, Lesson Plan, Session Plan, Delivery Method, Question papers, Question papers samples categorized in Low, Better, Best level, Course outcome attainment, Book reference, Online Lecture upload links is to be prepared in a structured way along with students feedback.
2. First and foremost focus should be on completing Ph.D. Departmental intake is to be increased with various promotional activities.
3. Industrial collaboration/MoU should be focused on student placement.
4. Course Outcome should be defined in the very first class so that it is clear to them why they are studying this particular course and this should be included in the lesson plan.

B. B. K. Singh *Chalnarthy*



Chalnarthy

20/7/21

MAULANA ABUL KALAM AZAD UNIVERSITY of TECHNOLOGY, WEST BENGAL

Audit of Academic Activities of members of Faculty for the session, 2020-2021

Parameter :- "Teaching-Learning of Individual Faculty Members"

Academic Audit of, Mr. Sushanta Kayal Asst Prof , Dept of Linguistics , & Mr. Shaswata Sengupta, Asst Prof, Dept of Linguistics , & Mr. Anjan Chowdhury Asst Prof, Department of Robotics and Additive Manufacturing Technology was held on 05th July 2021 through a presentation in online mode, at 05:00 P.M

After a rigorous checking by the Audit committee, from the presentation of individual faculty members, the following recommendations were forwarded to each of them for taking follow-up actions.

Advices for Mr. Sushanta Kayal :-

1. Concentrate in clearing NET/SET/SLET or Research activities.
2. The course file should be based on lectures and not on lessons.
3. The syllabus for communicative English should be the same for all the subjects.
4. He should design/ plan for short term certificate programs.
5. Course Outcome is to be written properly and should be specific.
6. He should try creative writing which would help him in his research.

Advices for Mr. Shaswata Sengupta , :-

1. Course outcome means skill and behavior, so the course is to be thought/explained keeping in mind the Course Outcome.
2. Assessments are also to be designed keeping in mind the Course Outcome.
3. Flip Learning by sending materials in advance should be practiced.
4. Course Outcome should be explained to the students in the first class.
5. Co-Po mapping is to be done accordingly.
6. He should take a look at the Washington Accord in order to align his teaching strategies in a more efficient manner.
7. He should concentrate on clearing the UGC NET/SET/SLET in order to upgrade the eligibility level for teaching at the University.
8. He should be familiar with technological tools for teaching.
9. Student feedback is to be collected and corrective measures as per the feedback should be there.

Advices for Mr. Anjan Chowdhury :-

1. Course File is to be prepared with CO-PO, Syllabus, Lesson Plan, Session Plan, Delivery Method, Question papers, Question papers samples categorized in Low, Better, Best level, Course outcome attainment, Book reference, Online Lecture upload links is to be prepared in a structured way along with students feedback.
2. Target should be to complete the Ph.D within 2 years.
3. He should concentrate on getting student admission.
4. Have to work on written and spoken English skills.
5. Research activity should be concentrated on emerging areas for eg. Drone technology,



[Handwritten signatures and dates]
21/7/21

3D Robotics with Artificial Intelligence.

6. Plan for departmental survival should be designed in discussion with other members of the department.

B. A. Paul *Chairman* *Chakraverty*
SC



22/24

MAULANA ABUL KALAM AZAD UNIVERSITY of TECHNOLOGY, WEST BENGAL

Audit of Academic Activities of members of Faculty for the session, 2020-2021

Parameter :- "Teaching-Learning of Individual Faculty Members"

Academic Audit of, Dr. Debasish Dutta Asst Prof , Department of Management Science , & Ms. Dipika Dhara, Asst Prof, Dept of Information Technology , & Ms. Kamalika Bhattacharjya, Asst Prof ,Dept of Information Technology was held on 28th June 2021 through a presentation in online mode, at 11:00 A.M

After a rigorous checking by the Audit committee, from the presentation of individual faculty members, the following recommendations were forwarded to each of them for taking follow-up actions.

Advices for Dr. Debasish Dutta :-

1. Take up some online courses for better subject knowledge as well as value addition in the career and also focus on research.
2. Follow standard procedure for student feedback system, preparing lecture materials and course outcomes, maintaining course files etc.
3. Take a certain number of certificate courses from different platforms pertaining to his specialization for upgrading himself within three months and submit a report of the same with the said certificates to Dr. Indranil Mukherjee office of the Vice-Chancellor.
4. write a self assessment report mentioning how to be improved based on the feedback given by members and submit it to the Office of the Vice-Chancellor within one day. The said points based on the report need to be incorporated in the next presentation.

Advices for Ms. Dipika Dhara :-

1. Continue to take up more online courses and go through the latest publications. He suggested translating some existing textbooks in regional language as per AICTE scheme.
2. Preparing CO-PO mapping, lecture delivery, student feedback & analysis etc.
3. Take one or two lab classes related to the subject. He advised to publish some papers of her research and contact with some related industries for getting projects in future.
4. Focus on Phd work and study papers and keep reference books for crosscheck.
5. Improve communication skills and focus on research work for personal development.

B. B. Dutta *Kamalika Bhattacharjya*
Chalmurthy

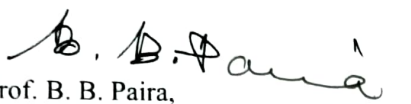


23/24

Advices for Ms. Kamalika Bhattacharjya,:-

1. Following the presentation, members appreciated her work and advised to enrol for Phd.
2. write self assessment report mentioning how to be improved based on the feedback given by members and submit it to the Office of the Vice-Chancellor within one day. The said points based on the report need to be incorporated in next presentation.

Signature of Expert Members of Audit Committee



Prof. B. B. Paira,
Former Professor, Calcutta University



Prof. S. Chakrabarti,
Nibedita Govt. College, Kolkata



Prof. Dulal Chandra Ray
Former Professor, IIST-Sibpur



Prof. Gour Banerjee,
Principal, The Heritage Academy, Kolkata



Dr. Somdatta Chakravorty,
Director-IQAC



Director
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24/24