

Internal Academic Audit

Academic Session: 2020-2021

- **Faculty of Science**

- ❖ Botany
- ❖ Chemistry
- ❖ Zoology
- ❖ Biotechnology
- ❖ Computer Application
- ❖ Information Technology
- ❖ Mathematics
- ❖ Physics
- ❖ Microbiology

- **Faculty of Arts**

- ❖ Drawing & Painting
- ❖ Economics
- ❖ Education
- ❖ English
- ❖ Geography
- ❖ Hindi
- ❖ History
- ❖ Home Science
- ❖ Music
- ❖ Philosophy
- ❖ Physical Education
- ❖ Political Science
- ❖ Psychology
- ❖ Sanskrit
- ❖ Sociology
- ❖ Urdu

- **Department of Teachers Education (B.Ed.)**
- **Department of Library and Information Science**



Internal Academic Audit

Academic Session -2020-2021

Faculty of Science

The Internal Academic Audit was conducted from 26 Oct 2021 to 26 Oct 2021. The members of the academic audit team visited the individual departments and interacted with the Head of the Departments and Faculty Members. Departmental records, departmental library, time table, student attendance registers and assessment records of students were analyzed by the team. Each department presented their departmental activities and their proofs in an organized way. The departments have maintained their documents and records in proper manner such as departmental meeting records, practical related documentation records. The departmental academic activities were well, planned and documented.

Observations:

The general observations are-

- The faculty members are actively engaged in curriculum design and occupy decision taking posts in the University such as Convener, member of BoS etc.
- The faculties are engaged in academic pursuits and simultaneously endeavour to upgrade the students with latest information and updated knowledge through practical syllabus and digital contents to the students.
- The DBT star college scheme supports in maintaining and organizing workshops, educational trips and seminars.
- All the departments organise lectures of highly qualified and experienced scientist which allow students to interact with them and enhance their knowledge in the latest areas of their discipline.
- Most of the departments conduct extra classes for students who are engaged in NSS, NCC or other activities of the college.
- Department arranges webinar and online classes and online quiz for students during COVID -19 period and online content uploaded for the students.
- All the COVID rules are followed by department includes sanitization, social distancing and cleanliness.
- Transparency in teaching learning evaluation and administration process for their promotion holistic growth of students were seen in audit.
- Educators have utilized multimedia presentations, virtual laboratories, interactive simulations, and online forums to engage students in interactive learning experiences, fostering a deeper comprehension to the concepts.

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- The department boasts of self-motivated, highly qualified faculty members with expertise across diverse fields, alongside experienced and dedicated non-teaching staff.


Suggestions:

Suggestion were given to the departments:

- The departments need to overcome the English language deficiency and poor communicative skills of some of the students, who may face difficulties in understanding the concepts, expressing their ideas, or participating in academic activities.
- Assessing students' practical skills and laboratory techniques remotely poses a challenge.
- Online assessments may not accurately gauge students' proficiency in conducting botanical experiments, analyzing data, or interpreting results, potentially resulting in gaps in their learning evaluation.

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Department of Teacher Education (B.Ed.)

The Internal Academic Audit was conducted from 26 Oct 2021 to 26 Oct 2021. The members of the academic audit team visited B.Ed. department and interacted with the Head of the Department and Faculty Members. The department presented their departmental activities along with proofs in an organized way. The general observations are-

Strengths:-

- In this session, due to COVID- 19 online mode of teaching was used for the training program.
- The department focused on activities required to produce, assure and regularly improve the quality of the whole system in place including curriculum and co-curricular activities.
- The department does appreciable job of inviting eminent personalities to enlighten the students on diverse perspectives of Education.
- Department provides the opportunity for practice of teaching and internship in different schools so that students can be benefited in future.
- By getting placement, students will be more confident and independent.
- During COVID-19, online mode of teaching could not develop harmonious relationship/ support between teachers and students.

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Suggestion:

- During COVID-19, online classes were conducted. Some students faced network issue and could not join classes regularly.
- All teachers' trainees should be trained via advanced technology during teaching practice, so that in future, if any kind of problem persists, students are well trained to teach through technology.

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Internal Academic Audit

Academic Session 2020-2021

Department of Library & Information Science

The Internal Academic Audit was conducted from 26 Oct 2021 to 26 Oct 2021. The members of the academic audit team visited Library and Information Science department and interacted with the Head of the Department and Faculty Members. Departmental records, departmental library, time table, student attendance registers and assessment records of students were analysed by the team. The department presented their departmental activities along with proofs in an organized way. The general observations are-

- In this session, The Government imposed Lockdown due to Covid-19 so the online classes had been taken by the faculty on Google Meet and Zoom Meeting.
- Students also attend online classes regularly and we have completed the syllabus timely.
- Having the ability to manage and navigate information can make students well qualified for many positions, including research, documentation specialist or even creative project manager.
- It also focuses on modern IRS techniques. ISBD, MARC, CCF which are also part of study.
- Teaching faculty is well qualified and dedicated towards academic and practical activities having ability to quickly and professionally search databases, internet resources, and catalogs to find needed information.
- Teaching staff takes career counselling sessions which give students the possible opportunities in various fields of society.

Suggestions

- As this program runs in semester system and has very vast and practical oriented syllabus, the department does not have sufficient staff.
- Department requires latest course books and study material for students.

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- Create awareness about the significance and scope of Library & Information Science amongst students and local citizens through research, conferences and seminars.
- Get apprentice for the students in different institutions.
- To go with this course, student shall be able to know about the different techniques of retrieval, Indexing service which will help them in different library services.

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Internal Academic Audit

Academic Session: 2020-2021

Faculty of Arts

The Academic Audit was conducted between 27 Oct 2021 to 27 Oct 2021. All the departments of Faculty of Arts worked towards a smooth transition to online mode during Covid-19. The Faculty of Arts organized Faculty Development Programmes and Personality Development Programmes for the benefit of faculty and students. Faculty members develop E-content and study material for the help of students during pandemic. Class WhatsApp group were created to facilitate communication with students. All the departments were continuously engaged in conducting online classes on Zoom App and Google Meet. Departments have a strong mentor- mentee programme, which enables the faculty to respond to difficulties faced by students.

Observations:

The general observations were:

- The Academic audit of the Faculty was found to be good. The departments have maintained their documents and records in proper manner such as departmental meeting records, practical related documentation records. The departmental academic activities were well, planned and documented. The records of committee, workshops, and seminars were available with proofs and the faculty members were well equipped with good research work and actively involved in attending seminars, workshops, refresher and orientation courses.
- It was observed by the audit team that few departments had organized good number of workshops and seminars in the year. For some faculty, it was suggested to conduct workshops and FDP for staff members on regular basis and timely submission of academic contribution were given.

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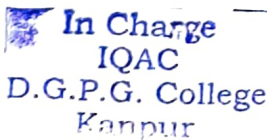
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Suggestions:

Suggestions were made, wherever need was felt. General suggestions for Faculty of Arts:

- Some department were lacking in research, they were advised to focus more on it.
- The Faculty members should be equipped with ICT knowledge.
- Although the departments are focused towards organizing workshops and lecture series however, they have to work more on such events.
- Departments were suggested to develop quality E-content.

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