

हंसराज महाविद्यालय

दिल्ली विश्वविद्यालय

महात्मा हंसराज मार्ग,

मलकागंज, दिल्ली - 110007

दूरभाष : 011-27667458, 27667747

ई-मेल : principal_hrc@yahoo.com

वेबसाइट : www.hansrajcollege.ac.in



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UNIVERSITY OF DELHI

Mahatma Hansraj Marg

Malkaganj, Delhi - 110007

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NAAC ACCREDITED 'A+' GRADE COLLEGE

Academic Audit Report 2019-20

An academic audit for departments of Science, Arts, and Commerce for the year was held online via MS teams on the 9th, 10th, 14th, and 15th of December 2020.

The departments were asked to be ready with the documents such as a weekly modular Plan, a list of committees formed in the department, a Distribution of academic and other responsibilities (for example departmental societies or clubs), teaching workload. The academic audit team also ensured that each department is maintaining the records of the department meeting on the regular basis. The activity ensured proper dissemination of the teaching-learning process in a planned and efficient manner.

The departments were also requested to share the duly filled self-study report (SSR) Performa (format shared in advance) of each faculty member along with proofs. The activity ensured that each faculty member is actively involved in academic, administrative, research, extension, and extracurricular activities.

The departments also shared information about the programs that were conducted for teaching, non-teaching, and students.

All the departments have been very supportive while conducting the audit. All the information that was asked for was readily provided with the required proof.

Some general observations:

1. The departments' documents were found to be satisfactory.
2. The departments have maintained their documents and records in a proper manner.
3. The workload was timely prepared so that the timetable could be prepared and classes started in a timely manner.
4. During the Pandemic time, several departments were actively involved in the organization of online workshops, webinars related to combating the COVID-19 pandemic stress, yoga activity, and online tools such as google classroom, MS Teams, etc.
5. The SSRs of the teachers showed that our teachers are involved in so many academic as well as administrative assignments for the overall development of the college.
6. The online mentorship sessions were conducted by the teachers for students where they are provided with an opportunity to ask whatever problems and queries, they had in their mind. These may relate to their challenges and struggle during online classes.
7. The faculty members actively involved students in research and published several papers in reputed National and international journals.

Dr. Lokesh Chandra Mishra
Convenor
Internal Academic
Audit team

Ms. Amita Aggarwal
Convenor
Internal Academic
Audit team

Dr. Shailu Singh
Convenor
Internal Academic
Audit team

Prof. (Dr. Rama)
Principal