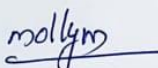# INTERNAL ACADEMIC REPORT 2017-2023

SCHEDULE

St. Bede's College
Shimla -171002
(UGC-NAAC "A+" Grade Re-Accredited)
College with Potential for Excellence
Phone: 0177-2842304, Fax:- 0177-2842498
www.stbedescollege.in, E-mail:- bedescollege@gmail.com

SCHEDULE FOR INTERNAL ACADEMIC AUDIT 2017-2023

On May 15th, 2023, the teams for academic audit will be visiting various departments. To prepare for their visit, the departments are required to submit a Self-Evaluation Report covering the period between 2017 and 2023, in the specified format shared in faculty group. The audit teams will review any evidence, supporting documents, or proof submitted alongside the report during the audit.

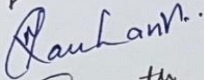| Department	Time	Team
English	10.00 a.m. – 11.00 a.m.	Dr. Shweta Thakur & Dr. Shruti Gupta
Economics	11.00 a.m. – 12.00 p.m.	Dr. Shweta Thakur & Dr. Shruti Gupta
Geography	12.00 p.m. - 01.00 p.m.	Dr. Shweta Thakur & Dr. Shruti Gupta
Commerce & Management	02.00 p.m. - 03.00 p.m.	Ms. Neha Walia & Mr. Mohit Kumar
History	03.00 p.m. – 04.00 p.m.	Ms. Neha Walia & Mr. Mohit Kumar
Music	10.00 a.m. – 11.00 a.m.	Ms. Neha Walia & Mr. Mohit Kumar
Psychology	11.00 a.m. – 12.00 p.m.	Dr. Sapna Sharma & Ms. Punam Chauhan
Political Science	12.00 p.m. - 01.00 p.m.	Dr. Sapna Sharma & Ms. Punam Chauhan
Hindi	02.00 p.m. - 03.00 p.m.	Dr. Sapna Sharma & Ms. Punam Chauhan
Nutrition	03.00 p.m. – 04.00 p.m.	Dr. Savita Rana & Dr. Jyotika Brari
Physics	10.00 a.m. – 11.00 a.m.	Dr. Savita Rana & Dr. Jyotika Brari
Computer applications	11.00 a.m. – 12.00 p.m.	Dr. Savita Rana & Dr. Jyotika Brari
Mathematics	12.00 p.m. - 01.00 p.m.	Ms. Unnatti Chauhan & Ms. Charu Mukherjee
Chemistry	02.00 p.m. - 03.00 p.m.	Ms. Unnatti Chauhan & Ms. Charu Mukherjee
Biotechnology	03.00 p.m. – 04.00 p.m.	Ms. Unnatti Chauhan & Ms. Charu Mukherjee
Physical Education	10.00 a.m. – 11.00 a.m.	Mr. Manu Mahajan & Ms. Komal Sharma
Microbiology	11.00 a.m. – 12.00 p.m.	Mr. Manu Mahajan & Ms. Komal Sharma
Botany	12.00 p.m. - 01.00 p.m.	Dr. Navdeep Thakur & Ms Jagriti Chauhan
Zoology	02.00 p.m. - 03.00 p.m.	Dr. Navdeep Thakur & Ms. Jagriti Chauhan

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PRINCIPAL

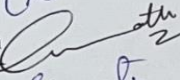The following members conducted the internal academic audit on 15th May 2023.
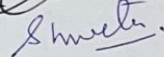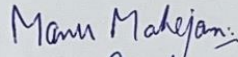
Dr. Sapna Sharma
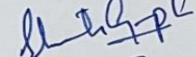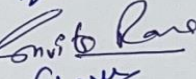
Ms Punam Chauhan

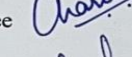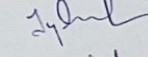Ms Unnatti Chauhan

Dr. Shweta Thakur
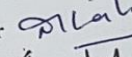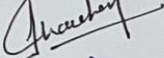
Mr. Manu Mahajan

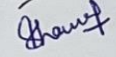Dr. Shruti Gupta

Dr. Savita Rana

Ms. Charu Mukherjee

Ms. Jyotika Barari

Ms. Navdeep Thakur

Ms. Jagriti Chauhan

Ms. Komal Sharma

REPORT

DEPARTMENT OF MATHEMATICS

Strengths:

- The department actively engages students in the learning process through interactive teaching methods, such as problem-solving exercises, group discussions, and hands-on activities. This approach fosters critical thinking and enhances students' understanding of complex mathematical concepts.
- The faculty members motivate and encourage their students to undertake activities like video-making and model-making.
- The department has a well-maintained department library.
- The department observes days of national and international importance.
- The Mathematics Department employs various assessment techniques, including quizzes, exams, and projects, to gauge students' understanding and progress. These assessments are well-designed, clearly communicated, and provide constructive feedback to students, enabling them to identify areas for improvement.

Suggestions for Improvement:
- Students should have experiential learning through project work, fieldwork, field trips, and extension activities.
- The department can emphasize the integration of technology in teaching mathematics.
- Encourage faculty members to explore innovative tools and software that can enhance the learning experience and facilitate the visualization of complex mathematical concepts.
- Faculty members can add more E-content to the MS Teams.
- The department must organize educational trips to enhance the knowledge of students.
- Faculty members can commit to research and regularly publish their work in reputable journals and participate more in professional development programs.
- Faculty members should lead workshops on data analysis and statistics.

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Note : Captured by GPS Map Camera

DEPARTMENT OF CHEMISTRY

Strengths:

- The faculty members in the Chemistry Department are highly qualified and experienced.
- Engaging teaching methods, such as self-designed 3D models and blended learning, are employed to actively involve students in the learning process.
- The department has well-defined course and program outcomes, ensuring that students acquire a solid foundation in fundamental principles and gain exposure to emerging areas of research and applications.
- The Chemistry Department boasts modern and well-maintained laboratory facilities, providing students with hands-on experience and opportunities to conduct experiments.

Suggestions for Improvement:

- Foster interdisciplinary research projects and initiatives that showcase the practical applications of chemistry in various fields, promoting a holistic understanding of the subject. • Encourage faculty members to engage in more research work and publications, contributing to the advancement of knowledge in the field of chemistry.
- Promote student participation in extracurricular and extension activities to enhance their overall development and practical skills.
- Establish a functional method to track student progression within the department, ensuring that their academic and professional growth is monitored and supported.
- Update the department library with new books and resources to facilitate students' access to a broader range of knowledge.
- Forge collaborations with other institutes for faculty exchange programs, student exchange programs, internships, and research collaborations, fostering a more diverse and enriched learning environment.

DEPARTMENT OF BIOTECHNOLOGY

Strengths:

- The department has well-defined program and course outcomes, ensuring clarity and alignment with learning objectives.
- The department actively celebrates and commemorates important National and International days, fostering awareness and engagement among students.
- The department provides guidance and supervision for major and minor projects, allowing students to gain practical experience and apply their knowledge.
- Hands-on training is emphasized in the department, enabling students to develop practical skills and enhance their understanding of the subject matter.
- Active participation in National and International conferences reflects the department's commitment to staying updated with the latest advancements and sharing knowledge within the academic community.

Suggestions for Improvement:

- Establishing MoU's (Memorandum of Understanding) with industries can provide valuable opportunities for student internships, allowing them to gain industry exposure and practical experience.
- Building strong relationships with industry partners, research institutions, and healthcare organizations can lead to collaborative projects, internships, and research opportunities for students and faculty members, enhancing their practical skills and employability.
- Encouraging faculty members to engage in research and publication activities can contribute to the advancement of knowledge in the field and enhance the department's reputation.
- Promoting participation in professional development programs can further enhance the teaching and research capabilities of faculty members, leading to an enriched learning environment for students.
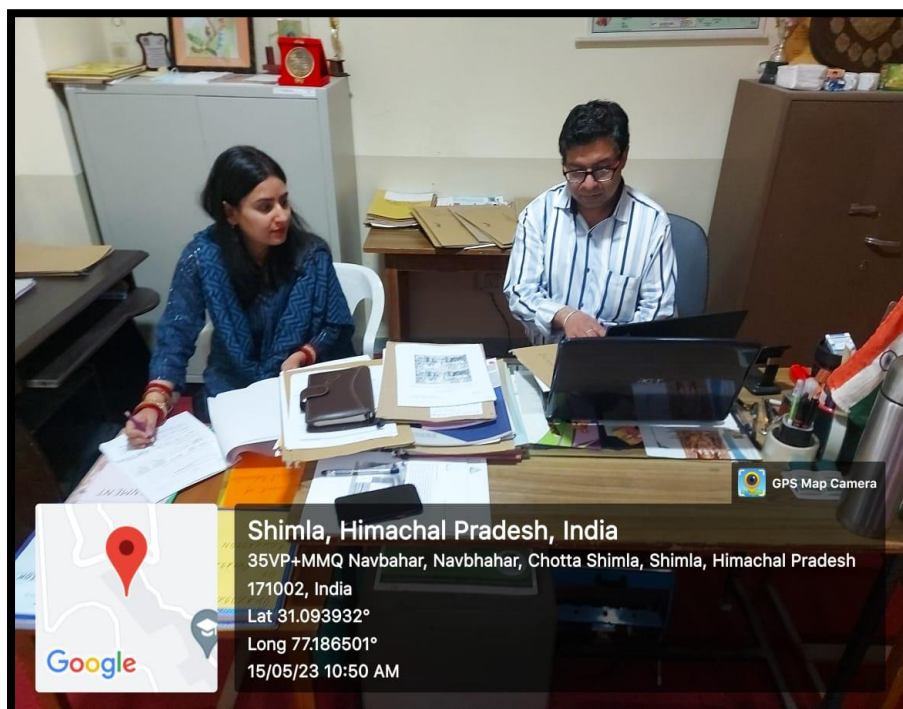
DEPARTMENT OF PHYSICAL EDUCATION

Strengths:

- The Department successfully organized the Inter-College Basketball competition in 2022, providing students with opportunities for sports participation and fostering a sense of healthy competition.
- The Department also organized the Intra-Mural Sports Competition, promoting student engagement and fostering a spirit of teamwork within the Department.
- The Department maintains registers, academic calendars, workloads, and activities, which have been uploaded on the website. This ensures transparency and easy access to important information for students and faculty members.
- The Department has published a newsletter, which serves as a platform for sharing departmental achievements, updates, and important information with students and stakeholders.

Suggestions for Improvement:

- Address the low enrollment in the department by implementing targeted strategies to attract and retain more students. This could include promoting the department's unique offerings, highlighting career opportunities, and actively engaging with prospective students during recruitment events.
- Conduct regular feedback sessions with different stakeholders, including students, faculty members, and staff, to gather their perspectives, suggestions, and concerns. This feedback can be used to identify areas for improvement and make informed decisions.
- Organize seminars, conferences, and workshops by the department to provide students with additional learning opportunities, exposure to industry experts, and a platform for presenting and sharing their research or projects. These events can enhance students' knowledge, skills, and professional networks.

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DEPARTMENT OF MICROBIOLOGY

Strengths:
- The Department maintains well-maintained and updated stock registers, ensuring proper inventory management and availability of necessary resources for teaching and learning.
- The laboratories in the Department are well-equipped and maintained, providing students with practical hands-on experience and facilitating effective learning of experimental concepts.
- The Department assigns in-house projects and minor projects to students, allowing them to apply their knowledge and skills in real-world scenarios, fostering critical thinking and problem-solving abilities.
- The Department maintains registers, academic calendars, workloads, and activities, which have been uploaded on the website.

Suggestions for Improvement:
- Prepare reports for remedial classes, highlighting the progress and impact of these classes in improving students' performance and addressing their learning gaps.
- Conduct feedback sessions with stakeholders, including students, faculty members, and staff, to gather their perspectives, suggestions, and concerns.
- Prepare reports on the teaching-learning process, focusing on innovative pedagogical approaches, student engagement, and the effectiveness of teaching methods in achieving learning outcomes.
- Develop strategies to increase enrollments in the department by promoting the department's strengths, unique offerings, and career opportunities to attract prospective students.
- Collect and analyze student progression data.
- Create an innovative ecosystem within the department that facilitates the transfer of knowledge, encourages collaboration, and promotes creativity and innovation among students and faculty members.
- Consider starting certificate courses to provide academic flexibility and cater to the diverse interests and career aspirations of students.
- Organize seminars, conferences, and workshops to provide a platform for intellectual discourse.

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DEPARTMENT OF PHYSICS

Strengths:

- The Department frequently organizes gender equity, inclusiveness, and human values programs and workshops, promoting a diverse and inclusive learning environment.
- Faculty members employ innovative teaching techniques, such as video analysis experiments using "tracker" software, virtual labs, clickers in the classroom, and spoken tutorials, which enhance understanding and evaluation of concepts.
- The Department embraces modern techniques and technologies, staying up-to-date with advancements in the field of physics.
- Well-defined methods are in place to evaluate the attainment of program outcomes and course objectives, ensuring the quality and effectiveness of the curriculum.
- The Department regularly organizes workshops, seminars, and conferences on emerging topics and breakthroughs in physics.
- The Department maintains an active publication culture, supporting the creation and dissemination of knowledge through research publications.
- Numerous extension activities have been organized by the Department in the past five years.
- The utilization of virtual labs, YouTube videos, and clickers are considered best practices within the Department.

Suggestions for Improvement:

- Faculty members should add more e-content on MS Teams, providing students with easily accessible resources for further learning and exploration.
- Encourage students to utilize the department library by issuing books, expanding their knowledge base and supporting independent research.
- The Department should actively pursue collaborations with different agencies for student and faculty exchange programs, fostering international exposure and enriching the learning experience.
- Faculty members should focus on increasing research publications, contributing to the advancement of knowledge in the field of physics.
- Motivate students to actively participate in more extension activities, promoting holistic development and practical application of theoretical concepts.
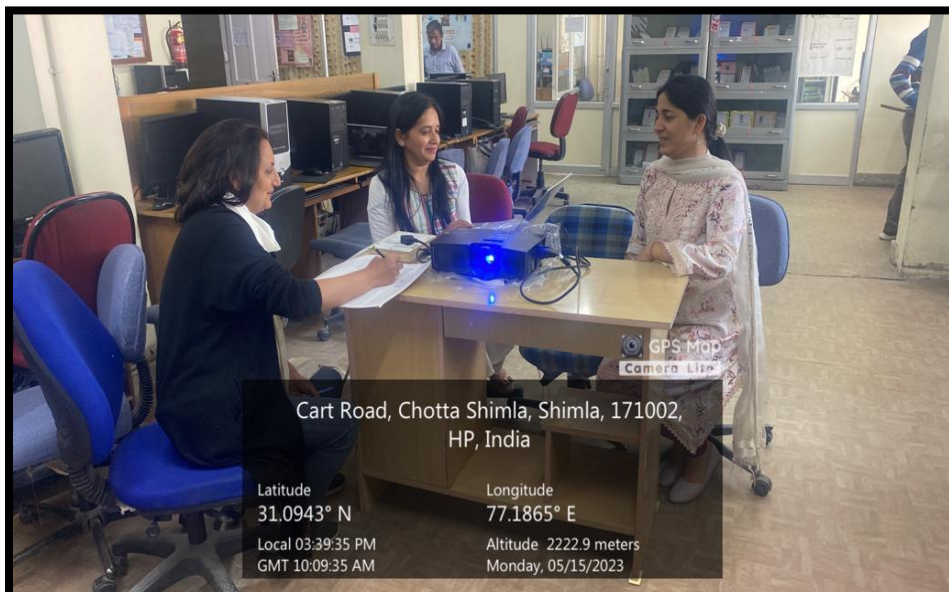
DEPARTMENT OF COMPUTER SCIENCE

Strengths:

- The department maintains well-documented records, ensuring efficient organization and retrieval of information.
- Experiential learning is emphasized through project work, fieldwork, and internships, providing students with practical experiences and enhancing their understanding of the subject matter.
- The department has a robust feedback system in place, allowing students to provide valuable insights and suggestions for continuous improvement.
- The department promotes online courses through platforms such as SWAYAM and Coursera, broadening students' knowledge and skills beyond the traditional curriculum.
- The "Tech Know How's club" provides a platform for various activities and initiatives, fostering technological awareness and innovation among students.
- The department's computer museum and computer exhibition showcase its technological resources and accomplishments, adding to its strengths.
- Actively engaging in extension activities, the department demonstrates a commitment to social responsibility and community engagement.
- Organizing seminars for school students to raise awareness about new technologies and courses showcases the department's dedication to outreach and knowledge dissemination.

Suggestions for Improvement:

- The department should focus on improving the academic performance and strengths of the students, providing necessary support and resources for their growth.
- Introducing more internship opportunities for students would enhance their practical skills and industry exposure.
- Motivating students to actively participate in extension activities can further develop their leadership, communication, and social responsibility skills.
- The department should consider introducing more skill-based courses to align with industry demands and equip students with relevant professional competencies.
- Increasing the number of industrial visits and fieldwork experiences would provide students with practical insights into real-world applications of their learning.

DEPARTMENT OF NUTRITION AND HEALTH EDUCATION

Strengths:

- The department places a strong emphasis on providing students with experiential learning opportunities, allowing them to gain practical skills and hands-on experience in their field of study.
- The department has introduced a certificate course, expanding the range of educational offerings and providing additional avenues for students to enhance their knowledge and skills.
- The department actively promotes inclusiveness in education by fostering a sense of tolerance, harmony, and respect for community, ethics, and human values among students.
- The department is committed to continuously enhancing its experiential learning initiatives, ensuring that students have access to impactful and engaging educational experiences.
- Students in the department engage in projects and fieldwork as part of their academic curriculum, enabling them to apply theoretical knowledge to real-world situations and develop practical skills.
- The department's community outreach program, specifically targeting pregnant women from underprivileged backgrounds through nutritional surveys, demonstrates its commitment to addressing societal needs and making a positive impact.

Suggestions for Improvement:

- Ensuring that attendance is consistently recorded and filled in the campus whizz system would help maintain accurate records and facilitate monitoring of student attendance.
- The department should establish a system for maintaining and reporting on value education registers and reports, ensuring that the ethical and value-based aspects of education are properly documented and evaluated.
- Conducting regular feedback sessions to gather input from students would help identify areas for improvement and address student concerns effectively.
- Enhancing student participation in sports and cultural activities would contribute to their overall development and provide opportunities for them to showcase their talents.
- Ensuring that students have access to the department library would facilitate their research and study needs, promoting a conducive learning environment.
- Regularly updating student progression records would allow the department to monitor individual student growth and identify areas where additional support may be required.

DEPARTMENT OF MUSIC

Strengths:
• The department maintains accurate attendance registers and ensures that the Continuous Comprehensive Assessment (CCA) for all courses is filled in the campus whizz system.
• The department is well equipped with state-of-the-art equipment, providing students with access to advanced tools and resources for their studies.
• Various documents related to the department are properly maintained, ensuring efficient record-keeping and easy access to important information.
• The students of the department actively participate in various intra and inter-college activities, youth festivals, and functions organized at the university level, showcasing their talents and representing the department with pride.

Scope for Improvement:

• The department can enhance the educational offerings by introducing add-on courses that provide students with additional knowledge and skills beyond the core curriculum.
• To foster research skills and a research-oriented mindset among students, the department can introduce projects as part of the curriculum, enabling students to engage in practical research work.
• Collaboration with reputed organizations can provide valuable opportunities for the department to organize various curricular and co-curricular activities, exposing students to industry practices, guest lectures, workshops, and other beneficial eve

DEPARTMENT OF COMMERCE AND MANAGEMENT

Strengths:

- The department actively engages students in participative activities to foster problem-solving, decision-making, and leadership qualities, nurturing their overall development.
- The emphasis on seminars, conferences, workshops, and extension activities highlights the department's commitment to providing holistic and well-rounded learning experiences for students.
- The department demonstrates good record-keeping practices, ensuring that important records are well maintained and easily accessible.

Scope for Improvement:

- Collaborating with reputed organizations can provide valuable opportunities for the department to organize a wider range of curricular and co-curricular activities, exposing students to industry practices, expert insights, and networking opportunities.
- Offering add-on courses can expand the department's educational offerings, allowing students to gain additional knowledge and skills in specialized areas beyond the core curriculum.
- Providing consultancy services about job avenues in various management sectors can help students explore career opportunities and make informed decisions about their future.
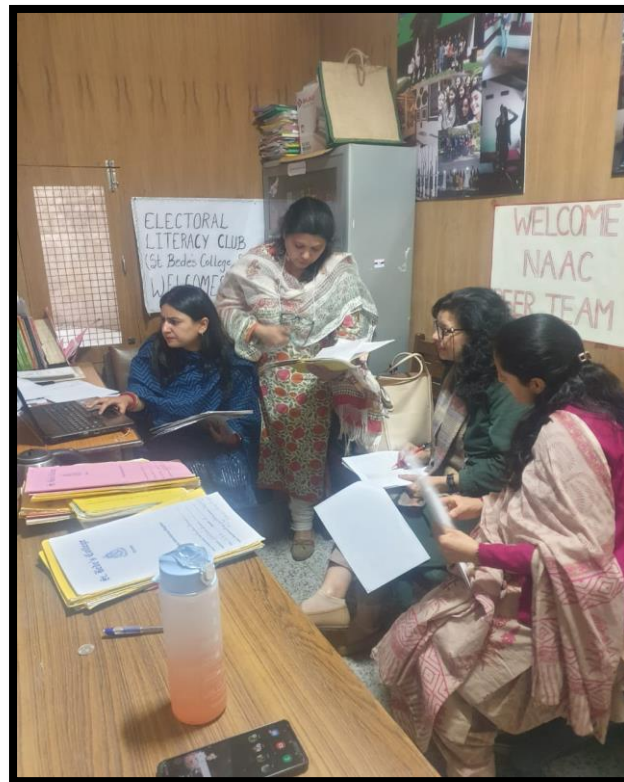
DEPARTMENT OF HISTORY

Strengths:

- The department actively engages students in various participative and extension activities, providing them with opportunities to apply their knowledge and skills outside of the classroom.
- Celebrating various days of national and international importance showcases the department's commitment to raising awareness and promoting cultural understanding among students.
- The department's efforts to cater to the needs of slow and fast learners through special programs demonstrate its commitment to inclusive education and personalized learning.

Scope for Improvement:

- Offering add-on courses can expand the department's offerings, providing students with additional opportunities to enhance their knowledge and skills in specialized areas.
- Including more experiential learning courses can further enrich the learning experience, allowing students to apply theoretical concepts in practical contexts.
- Submitting new proposals for projects, seminars, conferences, and other activities to various funding agencies can provide additional resources and support for the department's initiatives.
- Collaborating with reputed organizations can enhance the department's ability to organize a diverse range of curricular and co-curricular activities, fostering industry connections and enriching students' learning experiences.

Department of Botany

Strengths:

- The department maintains departmental data related to curriculum planning and implementation, such as lesson plans and calendars, in an organized manner.
- The department organizes several curriculum enrichment activities by celebrating national and international days related to biodiversity conservation and environmental awareness.
- Adequate data regarding teaching, learning, and evaluation is provided by the department.
- The department adopts student-centric teaching-learning methods and modern teaching methodologies, such as experiential learning, MS Teams, and participative learning, including PowerPoint presentations and major-minor projects.
- The evaluation process for the department is clearly depicted with supporting evidence.
- The department's extension activities of both students and staff are well-documented, including project reports on biodiversity surveys.
- The department successfully implements the best practice of taking students on field visits and documenting biodiversity data in project reports.
- The department effectively highlights its performance in field trips related to assigned project work.
- The SWOC analysis of the department is done nicely and effectively.

Suggestions for improvement:

- Attendance registers of some faculty members are incomplete and need to be properly maintained with full roll numbers and phone numbers of students.
- The department's PowerPoint presentation needs to be completed.
- The department lacks research and innovation as no data is available on this aspect.
- No proof is provided for student participation and activities.
- The department has very little data regarding student support and progression.
- The department should focus on research and innovation and incorporate skill-based learning through interdisciplinary activities with applied sciences like Biotechnology and Microbiology.
- Teachers should check the class tests given to the students and include them in the student evaluation process.
- Question banks related to all five years should be uploaded.
- Data related to mentor-mentee relationships should be filled in.
- Programme-wise student-teacher ratios need to be determined.
- Faculty publications for the last five years should be documented.
- Major-minor project proofs for undergraduates for all five years need to be organized.
- Infrastructure facilities should be specified, including equipment added and associated costs.
- Collaborating with applied sciences can help impart knowledge about modern equipment to students, focusing on practical aspects.
- Provision for faculty improvement strategies should be provided to department faculty.
- Students should be made aware of various scholarships and provided guidance for competitive exams. Career counseling should also be offered.
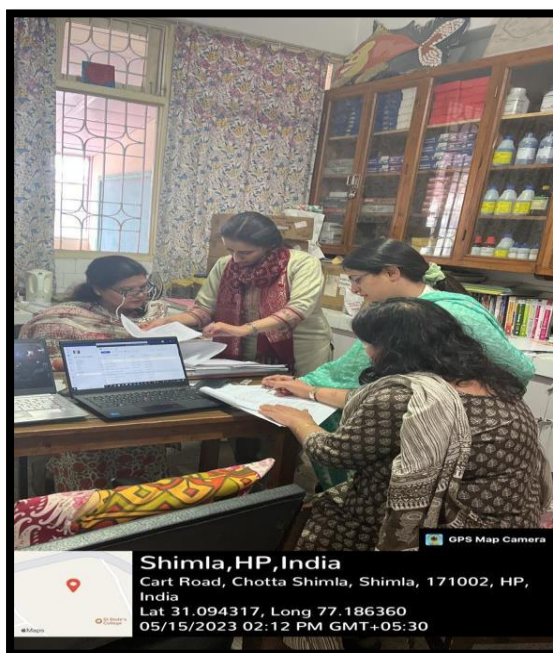
DEPARTMENT OF ZOOLOGY

Strengths:
- The department maintains departmental data related to curriculum planning and implementation, such as lesson plans, calendars, and syllabus meetings.
- The department organizes several curriculum enrichment activities related to Ethics, Environment, and Human Values, incorporating field visits, role-plays, and awareness programs.
- Adequate data regarding teaching, learning, and evaluation is provided by the department.
- The department adopts student-centric teaching-learning methods and modern teaching methodologies, such as experiential learning, workshops, and awareness programs.
- The evaluation process for the department is clearly depicted with supporting evidence.
- The department has created an ecosystem of innovation through practices like newsletters and a donor database.
- The department has well-documented data for extension activities of both students and staff, including relevant links.
- The department has successfully implemented its best practice, such as the Voluntary Blood Donation Initiative.
- The future plans of the department are clearly outlined.

Suggestions for improvement:
- The attendance registers, Value Education sheets, and E-content on MS Teams for a former member who has left the department are incomplete.
- Feedback from students for the years 2017-2020 and 2022 is not available.
- The department should conduct more seminars, workshops, and conferences in the near future.
- There should be a greater focus on research and innovation with skill-based learning through interdisciplinary activities involving applied sciences.
- The department can consider initiating coaching for competitive exams.
- Keep up the good work.

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DEPARTMENT OF PSYCHOLOGY

Strengths:
- The department maintains a well-planned academic calendar, timetable, workloads, and lesson plans, ensuring effective organization and delivery of the curriculum.
- The availability of previous year question papers for the past five years allows students to access valuable resources for exam preparation.
- The department provides comprehensive data on teaching, learning, and evaluation, enabling effective monitoring and assessment of student progress.
- The appropriate teacher-student ratio at the program level ensures sufficient attention and support for students' academic needs.
- The department's consistent practice of motivating students to take internships enhances their practical skills and real-world exposure.
- Well-maintained stock registers indicate efficient management of department resources.

Suggestions for Improvement:

- Attendance registers should be accurately maintained with clear categorization of CCA, and all entries should be made using pen for clarity and reliability.
- Value education registers should be established for retired faculty members of the department to ensure their contributions are properly documented.
- Attendance data for the session 2017-18 needs to be filled in the Campus Whiz system to maintain accurate records.
- Student enrollment data and the number of seats allocated for reserved categories can be obtained from the college office to ensure accurate and up-to-date information.
- The department's effective utilization of project work as a means to showcase its performance in a distinct activity demonstrates its commitment to practical application and student engagement.
- The department can incorporate more activities related to gender equity and human values, promoting inclusivity and fostering a sense of social responsibility.
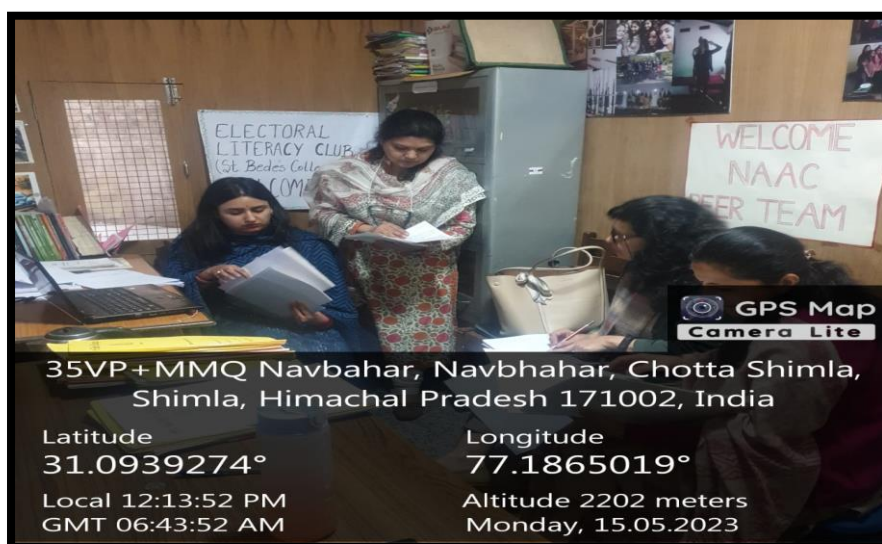
DEPARTMENT OF POLITICAL SCIENCE

Strengths:

- The department demonstrates excellent organization and documentation by maintaining all necessary academic files, lesson plans, and timetables of teachers, ensuring smooth operations.
- Teaching-learning activities are well-documented, indicating a focus on effective pedagogical practices and student engagement.
- The department's commitment to catering to the needs of both advanced and slow learners is evident through well-maintained registers, ensuring individualized support for students.
- The methods adopted to achieve program and course outcomes are well-documented, providing clarity on the department's approach to student learning and assessment.
- Faculty members' consistent engagement in professional growth through attending professional development programs, workshops, and seminars reflects their dedication to staying updated and improving their teaching practices.

- The appropriate teacher-student ratio at the program level ensures personalized attention and support for students' academic progress.
- The department's documentation of a distinctive subject area and innovative practices showcases its unique strengths and contributions.

Suggestions for Improvement:
- Exploring possibilities of signing Memorandums of Understanding (MOUs) with other universities/institutions can facilitate collaborations, resource sharing, and mutual growth.
- Gathering data on student enrollment in the department and the number of seats earmarked for reserved categories from the college office ensures accurate and up-to-date information.
- While the department has a well-maintained library, adding more books to the collection can further enhance its value as a resource for students' academic growth.
- Analyzing feedback on the curriculum received from students, teachers, and stakeholders allows for valuable insights and improvements in the department's offerings, ensuring alignment with the needs and expectations of all stakeholders.

DEPARTMENT OF HINDI

Strengths:

- The department maintains proper documentation including lesson plans, calendars, and other relevant information, ensuring efficient organization and implementation of the curriculum.
- Faculty members actively engage in organizing extension activities.
- The department has the potential to seek research funding by sending research proposals to funding agencies.
- The evaluation process for the department is clearly depicted, with accompanying proofs, indicating a systematic and transparent approach to assessing student learning outcomes and program effectiveness.

- Faculty members effectively adopt different innovative strategies for modern teaching and learning.
- The department offers an Add-On French course, providing additional language learning opportunities for interested students.

Suggestions for Improvement:
- Completion of value education reports and registers will ensure comprehensive documentation of the department's efforts in promoting values and ethics among students.
- Emphasizing student-centric methods for enhancing learning experiences, including incorporating activities related to gender, equity, and human values, can further enrich the teaching and learning environment.
- Gathering data on student enrollment in the department and the number of seats earmarked for reserved categories from the college office will provide accurate and up-to-date information for planning and decision-making.
- Analyzing feedback on the curriculum received from students, teachers, and stakeholders will provide valuable insights for continuous improvement and alignment with stakeholders' expectations.
- Continuing to explore opportunities to send research proposals to funding agencies will support faculty members' research initiatives and contribute to the advancement of knowledge in the department.

DEPARTMENT OF GEOGRAPHY

Strengths:
- All necessary academic files and departmental library are properly maintained.
- The department has specialized laboratory facilities with updated versions of software, resulting in good academic performance by the students.
- The students of the department benefit from scholarships provided by NGOs.
- Field trips organized by the department enhance the knowledge of the students.
- The department has well-established and well-functioning best practices.
- There is excellent usage of ICT resources in the teaching-learning process.
- The teaching-learning activities of the department are well-documented.
- Both faculty and students are actively engaged in community and social development, including disaster management, health-related activities, and environmental concerns.

Suggestions for Improvement:
- The department should explore opportunities for various internships with industries/agencies.
- Initiating student and faculty exchange programs with reputed national and international bodies.
- Organizing more seminars under the banner of reputed bodies such as UGC and ICSSR.
- Conducting more activities related to gender, human values, and equity.
- Associating visiting professors/faculty with the department to leverage their experience.
- Encouraging faculty members to engage in research and book publications.
- Uploading question papers and question banks on MS Teams.
- Exploring potential collaborations and partnerships with industries.
- Initiating an ecosystem for innovation to facilitate the transfer of knowledge among students.
- Updating the departmental PowerPoint presentations.

DEPARTMENT OF ENGLISH

Strengths:
- All necessary academic files, lesson plans, and timetables of the teachers are properly maintained.
- Question papers and question banks are uploaded on MS Teams.
- The department has created an ecosystem for innovation and knowledge transfer.
- The teacher-student ratio is well maintained for each program.
- Information regarding extension activities organized by faculty members and meeting minutes are visible.
- Student participation and involvement in all developmental activities are visible.
- The teaching load is well distributed among faculty members.
- Faculty members attend refresher courses, orientation programs, and conferences.
- The department has signed MOUs with other universities/institutions.

Suggestions for Improvement:
- Explore the feasibility of student and faculty exchange programs with reputed national and international institutions.
- Ensure that faculty members fill attendance on Campus Whizz.
- Upload question papers and question banks on MS Teams.
- Specify the number of seats earmarked for reserved categories as per HPU rules.
- Collect feedback on the curriculum from students, teachers, and stakeholders.
- Increase engagement with the community for sensitizing society.
- Establish a language laboratory research center to enable external funding and coordinate collaborative research activities.
- Explore opportunities for internships with industries/agencies.
- Organize workshops/seminars/FDPs under the banner of reputed bodies such as UGC and ICSSR.
- Conduct workshops/training programs for faculty and administrative staff.
- Encourage faculty members to engage in research and book publication.
- Strengthen research collaborations on an inter-departmental level.
- Explore possibilities for signing MOUs with other universities/institutions.
- Initiate student and faculty exchange programs with reputed national and international bodies.
- Associate visiting professors/faculty with the department to leverage their experience.
- Prepare the departmental PowerPoint presentations as per the prescribed format.

DEPARTMENT OF ECONOMICS

Strengths:
- All necessary academic files, lesson plans, and timetables of the teachers are properly maintained.
- Teaching-learning activities of the department are well documented.
- The department has a well-established and well-functioning mentorship program.
- Faculty members have received grants from government agencies (ICSSR) for research projects.
- Webinars and seminars have been organized under the banner of reputed bodies such as UGC and ICSSR.
- The departmental PowerPoint presentations are well prepared and presented as per the prescribed format of NAAC.

- The department actively engages in community and social development activities related to women empowerment, health, and environmental concerns.
- Student participation and involvement in organizing Literary Meets are visible.
- The department has uploaded e-content on MS-Teams.
- Activities related to gender, equity, and human values have been incorporated.
- The department has initiated a certificate course in "Basic Statistics and Econometrics" to enhance students' skills and equip them well.
- Activities related to experiential learning and innovative practices are well incorporated and documented.
- Registers for advanced and slow learners are well maintained.
- Teaching methodologies utilizing ICT resources are well incorporated.
- The department has a distinct area dedicated to its subject, and innovative practices are well documented.
- The department actively promotes and celebrates various festivals to embrace cultural diversity.

Suggestions for Improvement:
- Explore the feasibility of student and faculty exchange programs.
- Analyze the feedback on the curriculum received from teachers and stakeholders.
- Explore opportunities for internships with industries/agencies.
- Develop a plan to enhance students' skills for competitive examinations.
- Implement strategies to increase the strength of students.
- Strengthen research collaborations on an inter-departmental level.
- Explore possibilities for signing MoUs with other universities/institutions.