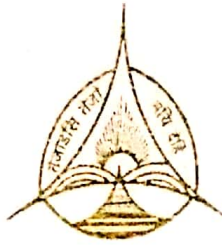


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DEPARTMENT OF ELEMENTARY EDUCATION

INTERNAL AUDIT REPORT

2015-16

Observations:

- The contributions of the B.El.Ed Department in curriculum planning and its implementation are quite commendable.
- The collaboration of the department with the University of Michigan is a very good initiative.
- The practice of the department to organize Heritage walks and Excursions is very encouraging and may also include groups like Dastangoi, Kissa-goi and others.
- Extension activities and Social Work related activities of the department such as work with special schools are commendable.
- The Student Mentoring and Support System of the department is excellent.
- The research paper based on the Innovation Project has been published with the DU Journal of Undergraduate Research and Innovation, 2015.

Suggestions :

- Collect documentary evidence to show that the department is centering to Student Diversity.
- Evaluation of student's performances in the department may also be properly recorded.
- Students Performance and Learning Outcomes of the department may be analysed using a Model-Objectives and Outcomes of the Programme.
- It would be a good practice to have a formal understanding (as MoU) with National School of Drama (NSD), NDMC, NCERT etc
- Best Practices of the department may focus more on development of resources room in schools, visit to alternative schools and institutions and societal commitment by working with Government schools and so on.

Alka Marwaha

Dr. Alka Marwaha

IQAC Co-ordinator

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DEPARTMENT OF ELEMENTARY EDUCATION

INTERNAL AUDIT REPORT

2016-17

Observations:

- Evaluation of student's performances in the department was recorded properly.
- Visit to alternative schools and institutions and societal commitment was followed by the department very well.
- The Student Mentoring and Support System of the department is excellent.

Suggestions:

- The department should focus more on researches by the faculty.
- Department should organize more Seminars and workshops.

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DEPARTMENT OF ELEMENTARY EDUCATION

INTERNAL AUDIT REPORT

2017-18

Observations :

- Department has good linkages with schools for On the Job Training/Internships of students.
- Department organizes field trips for giving practice exposure to students.
- Teachers are participating in updating their knowledge through Seminars/Workshops.

Suggestions :

- Department should apply for UGC Funding for national/international Seminar.
- Department should work towards more International/National collaborations with Higher Education institutions of repute.

Alka Marwaha

Dr. Alka Marwaha

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DEPARTMENT OF ELEMENTARY EDUCATION

INTERNAL AUDIT REPORT

2018-19

Observations and Suggestions:

- A good number of teachers have completed PHD and Majority are pursuing Doctorate.
- The department faculty are involved in curriculum planning and reviewing process.
- The use of ICT tools in teaching learning is quite commendable.
- The department should maintain a documented record of the projects/internships/fieldtrips undertaken by the students. In case of field visit, mention objectives and outcomes of field visit along with field visit report and geotagged pictures.
- The Internship/Project Completion Certificate given to the students by Majority of the students are Delhi based and Hindi Speaking.
- The infrastructural facilities like Resource Room, Curriculum Lab, Laptops, Interactive Board, Projector, etc should be maintained and kept in functional order at all times.
- The department does appreciable job of inviting eminent personalities to enlighten the students on diverse perspectives on Education and Gender related Issues.
- It is heartening to see that almost 90% of the students in B.El.Ed Department find placement as teachers in good schools.
- On campus placements are also done. A proper record should be maintained of students Placements with Employer Details and salary package.
- Maintain proper record of student progression on an yearly basis which should include the details of students going for higher education, undertaking competitive exams like CAT/GRE/SLET/NET/GMAT, etc along with their certificates and their employment details with name of employer and pay package.
- The Department should seek opportunities to apply for sponsored Seminars from various agencies including UGC.
- Proper documentation of the meetings with the students under the mentorship program to be maintained.
- It is heartening to see the mentorship programme being observed unscrupulously by the department.
- Maintain proper reports (with list of students and Geo-Tagged photos) of all projects, field trips, internships/ any other social extension activity.

Arjanwaha

Dr. Alka Marwaha

IQAC Co-ordinator