

7.2. Academic Audit and actions taken thereof during the period of Assessment (15)

Academic audit was conducted in the institution by an internal expert committee (AAAC: Academic & Administration Audit Committee) constituted by the Director. The academic audit team meets PG and UG students for taking their feedback about the teaching, research and infrastructure. The committee also meet the teaching and Non-teaching staff to confirm the students' feedback and any other issues of the faculty.

The academic audit focuses on:

- Assuring quality of learning process
- Determining desired learning outcomes
- Assessing course content and curriculum
- Assessing teaching and learning process
- Implementing quality education
- Student assessment and evaluation

The academic audit is based on

- Annual Reports of the Departments
- Annual Quality Assurance Report AQAR of the institution
- Feedback from stakeholders
- Visits to Departments
- Presentation of Achievements by the Departments

The following documents are made available to the AAAC committee.

- Copy of the Time Table
- Course File
- Lab. Equipment Details
- Students Projects
- Various Grants received by the Institute/Department
- Internal evaluation marks
- Details of Remedial classes
- Result Analysis

The institution has an **Internal Quality Assurance Cell (IQAC)** to monitor and maintain the standard of academic affairs of the institution. The cell is chaired by the Vice-Chancellor and the activities of the cell are being planned, executed and co-ordinated by a senior professor with the assistance of representative members of faculty from each domain. The details of IQAC cell is provided on institute website www.dei.ac.in with various actions taken.

The Internal Quality Assurance Cell of Dayalbagh Educational Institute is performing following tasks on regular basis:

1. Improvement in quality of teaching and research by regular inputs to all concerned based on feedback from students.
2. Providing inputs for best practices in administration for efficient resource utilization and better services to students and staff.
3. Providing inputs for Academic and Administrative Audit and analysis of results for improvement in areas found weak.

Students and staff give their feedback and suggestion on teaching and administrative performance by dropping their views in the Suggestion Box located in DEI Computer Centre, or through email to the Coordinator, IQAC at iqac@dei.ac.in.

Minutes of IQAC meetings and the annual reports are available on institute website
The major activities of IQAC are

- ♦ Documentation of all academic and outreach programmes activities
- ♦ Prepare the annual report to be sent to the UGC (All AQARs prepared till the academic year 2015-2016 has been submitted to the National Accreditation and Assessment Council (NAAC) and the same has been uploaded in the institution's website)
- ♦ Preparation of periodic reports to be read by the Vice Chancellor in the BoM meetings
- ♦ Conducting academic audit
- ♦ Documentation of the self appraisal reports of the faculty members
- ♦ Documentation of annual staff and student feedback reports
- ♦ Documentation of completed projects with Utilization Certificate
- ♦ Documentation of Ph.D. Thesis abstracts
- ♦ Planning and execution of quality assurance measures in academic and curricular aspects
- ♦ Preparation of report for Thanks Giving day of the Institution
- ♦ Provision of data to be published in the News letter (half-yearly)
- ♦ Documentation of minutes of RAC meetings
- ♦ Organizing seminars/workshops related to quality assurance aspects of the University

TQM Framework

DEI has put in place Total Quality Management in its education system based on the following four cardinal objectives:

1. Innovation
2. Creativity
3. Initiative

4. Excellence

Monitoring at various levels and introduction of standards and accountability at all levels are ensured in this setup. A conceptual model of the total quality system in Higher Education adopted in DEI is depicted in the figure.

The three main committees that oversee and ensure TQM at DEI are

- (i) IQAC
- (ii) Academic and Administrative Audit Committee (AAAC) and
- (iii) Advisory Committee on Education (ACE) comprising of distinguished intellectuals from academia and industry and faculty of DEI meets every two months to review the progress of the Institute and make valuable recommendations. It plays only an advisory role and acts like an external quality assurance cell.

Recent Feedback Mechanism on Daily Basis: Daily Home and Class Assignments (DHA/CAs) Recent research in cognitive science and psychology shows that the frequent process of recalling information fosters deep learning. [A.M. Paul, Scientific American, August 1, 2015]. Inspired by these studies, DEI has initiated short DHAs or CAs in all courses on topics covered in each class to improve the quality of teaching-learning experience.

Other important factors that contribute to the practice are the following:

- Disciplined, Eco-friendly and Serene Atmosphere
- Dedicated Faculty
- Weightage of Attendance, Discipline, Co-curricular Activities, Sports and Social Service
- Simple Student Dress Code
- Morning Assembly
- Variety of Community Outreach Activities for under-privileged
- Daily Agricultural Operations to instill Dignity of Labor
- Research emphasis on Environment, Ecology, Nature-Inspired Engineering and Consciousness Studies

All students are apprised of the objectives and expected outcomes on admission during the compulsory Orientation programmes and at the beginning of each course by instructors. Students are provided with the detailed syllabus and course outcomes in each course. Faculty and students can also readily access programme specific outcomes and course outcomes listed on the DEI website.

The variety of elements for continuous assessment and feedback mechanisms in DEI enable effective direct and indirect monitoring and measurement of outcomes and appropriately identify and address gaps. The learning outcomes are also reviewed

regularly by external examiners and external experts in the Departmental and Faculty Board of Studies Meetings, Academic and Administrative Audit Committee (AAAC), IQAC and the Advisory Committee on Education.

Evidence of Success

Evidence of the tremendous success of DEI's value-based and quality education is through the following:

1. Recognition as the USP of Education at DEI by Statutory Regulatory Authorities
2. Positive feedback on this aspect from all stakeholders
3. Improvement in teaching-learning experience
4. Higher number of women enrolments
5. Higher number of women staff
6. Award of ISO 9001:2015 certification