


ARYABHATTA COLLEGE, UNIVERSITY OF DELHI

Check list for Academic Audit for the academic year 2016 -17

Department: Computer Science

S. No	Criteria	Relevant Documents	Remarks
1	Role of TIC:		
	Ensuring smooth conduct of admission process	Yes, We are strictly following University of Delhi Admission Guidelines.(Attachment-1)	
	Timely distribution of respective time tables for conduct of classes	Yes, We have distributed time table before starting of every semester.(Attachment-2 and Attachment-3)	
	Timely sharing and communicating of workload with respective faculty members	Yes, We have timely shared workload with all faculty members before starting of every semester.(Attachment-4 and Attachment-5)	
	Timely appointment of ad-hoc/guest faculties to fill up the vacancies if any	Yes	
	Assignment of co academic responsibilities to faculty members and ensuring conduct of co-academic events.	Yes, (Attachment-6.1,6.2 and 6.3)	
2	Teaching pedagogy		
	Is teaching done according to the academic calendar by the faculty members	Yes, Teachers are bound to follow university academic calender.(Attachment-7.1 and 7.2)	
	Teachers follow their time tables judiciously	Yes	
3	Evaluation process		
	Are home assignments, tests, quizzes etc. conducted by each faculty member as per the university requirement	Yes, We have strictly followed university guidelines regarding assignments, tests and quizzes.	
	Are teachers actively involved in external examination process –	Yes , Teachers are actively involved in invigilation	

	invigilation, paper setting, paper checking etc.	duty, paper setting and paper checking. (Attachment-8)	
	Is attendance timely uploaded by faculty members each month	Yes, teachers have uploaded monthly attendance.	
4	Research orientation		
	Besides teaching, are faculty members involved in research work	Yes, Many teachers have published research papers in reputed journals. (Attachment-9)	
5	Continuous quality enhancement		
	Encouragement of students for co-curricular activities and project-based tasks	Yes, Students have actively participated in extra curricular activities organized by college and departments. (Attachment-6.1)	
	Extra efforts done by teachers for development of students besides classroom teaching	Yes (Teachers are involved in internship and placement related activities)	


 (DR. SURAJIT DEB)
 Name and Signature of Auditor(s)

TIC
 Priti Jagwan
 (Priti)
 Name and Signature of Auditee(s)