

ARYABHATTA COLLEGE, UNIVERSITY OF DELHI

Check list for Academic Audit for the academic year 2017-18

Department: History

S. No	Criteria	Remarks
1	Role of TIC: Does TIC ensures-	<i>Dr. Reena Ragi</i>
	Workload is timely shared and communicated with the respective faculty members	✓
	No paper goes unattended for want of teacher	✓
	Assignment of co academic responsibilities to faculty members	✓
	Smooth conduct of admission process	✓
	Timely formation of Departmental committees	✓
	Each faculty member submits lesson plan and academic plan in time	✓
2	Teaching pedagogy	<i>As per UGC guidelines</i>
	Is teaching done according to the academic calendar by the faculty members	✓
	Are teachers adopting ICT tools in their teaching pedagogy	✓
3.	Evaluation process	<i>Test And assignment</i>
	Are home assignments, tests, quizzes etc. conducted by each faculty member as per the university requirement	✓
	Are teachers actively involved in external examination process – invigilation, paper setting, paper checking etc.	✓
	Is attendance timely uploaded by faculty members each month	✓
4.	Research orientation	<i>Orientation Refresher and publication</i>
	Besides teaching, are faculty members involved in research work	✓
	Mention a few areas of involvement of teachers to illustrate their research inclination	✓
5	Continuous quality enhancement	✓
	Mentoring of students besides lecturing	✓
	Encouragement of students for co curricular activities and project based tasks	✓

All the documents are found and verified
N.M. Singh
Dept. of Economics

Ramji