

ARYABHATTA COLLEGE, UNIVERSITY OF DELHI

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

Department: Economics

S. No	Criteria	Remarks
1	Role of TIC:	
	Ensuring smooth conduct of admission process	YES, (Minutes dated 21/6/16)
	Timely distribution of respective time tables for conduct of classes	YES, (" " ")
	Timely sharing and communicating of workload with respective faculty members	YES, (" " ")
	Timely appointment of ad-hoc/guest faculties to fill up the vacancies if any	YES, (Minutes dated 21/6/16, 28/9/16 and 02/01/2017)
	Assignment of co academic responsibilities to faculty members and ensuring conduct of co-academic events.	YES, (Minutes dated 07/9/16, 28/9/16)
2	Teaching pedagogy	
	Is teaching done according to the academic calendar by the faculty members	YES, Acad. calendar. (TEACHING PLAN ENCLOSED)
	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. (IA Plan Enclosed)
	Are teachers actively involved in external examination process – invigilation, paper setting, paper checking etc.	YES.
	Is attendance timely uploaded by faculty members each month	YES.
4	Research orientation	
	Besides teaching, are faculty members involved in research work	YES.
5	Continuous quality enhancement	
	Encouragement of students for co-curricular activities and project-based tasks	(Dor. Report of Activities enclosed)
	Extra efforts done by teachers for development of students besides classroom teaching	Remedial, Add on Courses. (Minutes of 07/09/16, 09/11/16, 10/4/17)

Submitted documents were checked & were found satisfactory.

Monica
(Dr. Monica Aggarwal)

DR. SURAJIT DEB.
TIC, ECO. (2016-17)