

ARYABHATTA COLLEGE, UNIVERSITY OF DELHI

Check list for Academic Audit for the academic year 2018-19

Department: Mathematics

S. No	Criteria	Remarks
1	Role of TIC - Does TIC ensures :	<i>Co-ordination & communication (Administrative activities).</i>
a.	Admission process is conducted smoothly and desired number of students are admitted to the course	<i>Yes</i>
b.	Proper orientation programme is conducted to abreast students with the college	<i>Yes.</i>
c.	Timely distribution of respective time tables for conduct of classes	<i>Yes</i>
d.	Timely sharing and communicating of workload with respective faculty members	<i>Yes.</i>
e.	Timely appointment of ad-hoc/guest faculties to fill up the vacancies if any	<i>Yes.</i>
f.	Assignment of co academic responsibilities to faculty members and ensuring conduct of co-academic events.	<i>Yes.</i>
g.	Each faculty member submits lesson plan and academic plan in time	<i>Yes.</i>
2	Teaching pedagogy	<i>As per University & UGC norm</i>
a.	Is teaching done according to the academic calendar by the faculty members	<i>Yes.</i>
b.	Teachers follow their time tables judiciously	<i>Yes.</i>
c.	Are teachers adopting ICT tools in their teaching pedagogy	<i>Yes.</i>
3	Evaluation process	<i>Test & Assignments.</i>
a.	Are home assignments, tests, quizzes etc. conducted by each faculty member as per the university requirement	<i>Yes.</i>
b.	Are teachers actively involved in external examination process – invigilation, paper setting, paper checking etc.	<i>Yes.</i>
c.	Is attendance timely uploaded by faculty members each month	<i>Yes.</i>
4	Research orientation	<i>Research publications.</i>
a.	Besides teaching, are faculty members involved in research work	<i>Yes.</i>
b.	Mention a few areas of involvement of teachers to illustrate their research inclination	<i>Applied mathematics.</i>
5	Continuous quality enhancement	<i>Test & other activities.</i>
a.	Encouragement of students for co-curricular activities and project-based tasks	<i>Yes.</i>

b.	Extra efforts done by teachers for development of students besides classroom teaching	Yes -
c.	Mentoring of students besides lecturing	Yes -

Dr. Shiv
Shiv Pradhan
Political Science
Battala