ARYABHATTA COLLEGE, UNIVERSITY OF DELHI

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

Department: Computer Science

S. No	Criteria	Relevant Document	Remarks
1	**Role of TIC: Does TIC ensures-**		
	Workload is timely shared and communicated with the respective faculty members	Yes, We have timely shared workload with all faculty members before starting of every semester.(Attachment-1 and 2)	
	No paper goes unattended for want of teacher	Yes, (Attachment-1 and 2)	
	Assignment of co academic responsibilities to faculty members	Yes, (Attachment-3 and 4)	
	Smooth conduct of admission process	Yes, We are strictly following University of Delhi Admission Guidelines.(Attachment-5)	
	Timely formation of Departmental committees	Yes,(Attachment-4)	
	Each faculty member submits lesson plan and academic plan in time	Yes,(Attachment-6.1 and 6.2)	
2	Teaching pedagogy		
	Is teaching done according to the academic calendar by the faculty members	Yes ,(Attachment 7.1 and 7.2)	
	Are teachers adopting ICT tools in their teaching pedagogy	Yes, Teachers are using Projectors, Laptops etc.	
3.	Evaluation process		
	Are home assignments, tests, quizzes etc. conducted by each faculty member as per the university requirement	Yes, We are strictly following university guidelines regarding assignments, tests and quizzes.	
	Are teachers actively involved in external examination process – invigilation, paper setting, paper checking etc.	Yes,Yes , Teachers are actively involved in invigilation 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)	
	Mention a few areas of involvement of teachers to illustrate their research inclination	Fuzzy Logic,Information Security	
5	Continuous quality enhancement		
	Mentoring of students besides lecturing	Yes, Students mentoring is done by teachers (Attachment-10)	
	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-11)	

(HARISH DHAWAN)
Name and Signature of Auditor(s)

SONAL LINDA (TIC)
Name and Signature of Auditee(s)