

ARYABHATTA COLLEGE, UNIVERSITY OF DELHI

Check list for Academic Audit for the academic year 2015-16

Department: History

S. No	Criteria	Remarks
1	Role of TIC:	Dr Rajesh Kumar
	Smooth conduct of admission process	✓
	Timely sharing and communicating of workload	✓
	Timely appointment of ad-hoc/guest faculties to fill up the vacancies	✓
	Assignment of co academic responsibilities to faculty members	✓
	Timely distribution of respective time tables	✓
2	Teaching pedagogy	As per UGC guidelines
	Is teaching done according to the academic calendar by the faculty members	✓
	Teachers follow their time tables judiciously	✓
3	Evaluation process	Test & Assignment
	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	Faculty development
	Besides teaching, are faculty members involved in research work	✓
5	Continuous quality enhancement	Seminar & field trip.
	Encouragement of students for co-curricular activities and project based tasks	✓
	Extra efforts done by teachers for development of students besides classroom teaching	✓

Poonam
Dr. Poonam
Department - Hindi

Rajesh