

ARYABHATTA COLLEGE, UNIVERSITY OF DELHI


Check list for Academic Audit for the academic year 2019-20

Department: Economics

S. No	Criteria	Remarks
1	Roles and responsibilities of TIC	
a.	Admission process is conducted smoothly and desired number of students are admitted to the course	Yes (as in Minutes dated 10/7/19)
b.	Proper orientation programme is conducted to abreast students with the college	Yes (Orientation Schedule of college attached)
c.	Timely distribution of respective time tables for conduct of classes	Yes (Minutes 20/7/19)
d.	Timely sharing and communicating of workload with respective faculty members	Yes (Minutes 10/7/19)
e.	Timely appointment of ad-hoc/guest faculties to fill up the vacancies if any	N.A.
f.	Assignment of co academic responsibilities to faculty members and ensuring conduct of co-academic events.	Yes (Minutes 20/7/19)
g.	Each faculty member submits lesson plan and academic plan in time	Yes (Teaching Plan and Internal Assessment Plan attached)
2	Teaching pedagogy	
a.	Is teaching done according to the academic calendar by the faculty members	Yes (Academic Calendar attached)
b.	Teachers follow their time tables judiciously	Yes
c.	Are teachers adopting ICT tools in their teaching pedagogy	Yes (Laptops, Projectors)
d.	Providing training to teachers for taking on line classes	Yes (Minutes 27/3/2020)
e.	Ensuring a proper and standard mode of teacher student interface in online teaching	Yes (Zoom)
3	Evaluation process	
a.	Are home assignments, tests, quizzes etc. conducted by each faculty member as per the university requirement	Yes (IA attached)
b.	Are teachers actively involved in external examination process – invigilation, paper setting, paper checking etc.	Yes
c.	Is attendance timely uploaded by faculty members each month	Yes
4	Research orientation	
a.	Besides teaching, are faculty members involved in research work	Yes
b.	Mention a few areas of involvement of teachers to illustrate their research inclination	Applied Econometrics, Health & Nutrition, Industry, Employment.

5	Continuous quality enhancement	
a.	Encouragement of students for co-curricular activities and project-based tasks	Yes (Document attached)
b.	Extra efforts done by teachers for development of students besides classroom teaching	Yes
c.	Mentoring of students besides lecturing	Yes (Mentor list attached)

Submitted document checked &
found satisfactory.



(Dr. D. B. Singh)

Mun Rastogi
(Dr. GURSHARAN RASTOGI)
TIC 2019-20