

ARYABHATTA COLLEGE, UNIVERSITY OF DELHI

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

Department: Hindi

| S. No | Criteria | Remarks |
|-------|---|---------|
| 1 | Role of TIC: | |
| | Smooth conduct of admission process | ✓ |
| | Timely sharing and communicating of workload | ✓ |
| | Timely appointment of ad-hoc/guest faculties to fill up the vacancies | yes |
| | Assignment of co academic responsibilities to faculty members | yes |
| | Timely distribution of respective time tables | yes |
| 2 | Teaching pedagogy | |
| | Is teaching done according to the academic calendar by the faculty members | yes |
| | 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 |
| | 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 | yes |
| | Extra efforts done by teachers for development of students besides classroom teaching | yes |

N. Jain

Dr. Naveen Kr. Jain

Assistant Professor

Department: Mathematics

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