

Time	Activity
09:00 – 09:15	Meet Dean of the Program ☐ Explain aim of the visit ☐ Describe the audit process
09:15 – 09:30	Meet HOD of the program
09:30 – 10:15	Presentation ☐ Program Goals ☐ Curricula Summary ☐ Faculty Summary ☐ Student Summary ☐ Infrastructure Summary ☐ Alumni Summary ☐ Q/A Members ☐ HOD ☐ All Faculty
10:15 – 11:30p AM	Faculty Meeting ☐ Around 10 min per faculty ☐ Graduation ☐ Personal Background ☐ Area of Interest ☐ Perception about the program, Students and peers ☐ Opportunities for professional growth ☐ Research opportunities ☐ Salary perception ☐ Teaching Load
11:30 – 12:30	Infrastructure Visit ☐ Lab Audit ☐ Library ☐ Classrooms ☐ Faculty Offices
12:30 - 13:30PM	Course Audit ☐ Course file ☐ Attendance ☐ Teaching Log ☐ Examination Record

	<ul style="list-style-type: none"> ☐Sessional Record ☐Evaluation Instruments ☐Projects
13:30 - 14:00PM	Zuhar Prayer+Lunch
14:00 - 15:00PM	<p>Faculty Meeting</p> <ul style="list-style-type: none"> ☐Around 10 min per faculty ☐Graduation ☐Personal Background ☐Area of Interest ☐Perception about the program, Students and peers ☐Opportunities for professional growth ☐Research opportunities ☐Salary perception ☐Teaching Load <p>Classroom Visit</p> <ul style="list-style-type: none"> ☐Two classrooms 30 min each ☐Student Interview ☐Student Assessment ☐Student Perception ☐Student Feedback
15:00 - 16:00PM	Forms Filling
16:00 - 16:30PM	<p>Meeting with Dean / Exit Meeting</p> <ul style="list-style-type: none"> ☐Findings ☐Recommendations
16:30	Compilation of Final Reports by AIC