

जा. क्र. : वकाम/ढोकी / 2020-2021

दि.:

# **1.1.1** The Institution ensures effective curriculum delivery through a well-planned and documented process

## **Response:**

The college is affiliated to Dr. Babasaheb Ambedkar Marathwada University, Aurangabad, and it provides academic calendar with the help of it we prepare action plan for effective delivery of curriculum. Teaching staff of the college is appointed as per UGC norms. Most of the faculty members are awarded Ph. D. degree and some of them are pursuing as well as most of teaching faculty are SET\NET qualified. Furthermore, all faculty members are motivated to participate in Orientation and Refresher course to upgrade the subject Knowledge. This ensures the strong base for effective teaching- learning process in our college. The college plans to complete the syllabus in stipulated time of the university. Curricular and co-curricular activities are well planned in the academic calendar to lead towards to set outcomes. Most of the faculty members participated in the workshop on revised syllabus and gives many suggestions to the BOS. The process of effective curriculum delivery has the following major steps.

# **Planning:**

- The Principal conducts first working day meeting at the beginning of each semester and instructs each department to make department wise annual plan. As per the instruction of the Principal, Department wise plan is made.
- Daily Teaching Diary (DTR) is made available for the teaching faculty.
- The college uploads revised syllabus on the college website.
- The College provides the information about academic calendar and syllabus on College Welcome Day Programme.
- Every Department creates class wise whatsapp groups and also sends the syllabus on these groups.

# Academic Calendar:

- The parent university provides academic calendar and the college prepares proposed academic calendar as per the affiliating university.
- Each department prepares academic calendar. The final draft is placed in the meeting of IQAC and after discussion it is uploaded on the college website, whatsapp groups, and notice board.

#### **Time Table:**

- The Principal forms Time-Table committee.
- Time-Table committee prepares master and departmental Time-Table every year. It is displayed on the notice board, in library, staff room, ladies room and also uploaded on college website.

## **Daily Teaching Report:**

• Daily Teaching report is maintained by every faculty member to keep the track of the teaching-learning process. It includes many things such as personal information, details of leaves, appointment on committees, time-table, practical time-table, details of month wise period and distribution of syllabus.

## **Teaching-Learning and Evaluation Process:**

- Modern and innovative teaching tools are made available for the teachers to improve curriculum delivery.
- Every department conducts various subject related curricular and co-curricular activities.
- The college conducts class test, project, class seminars, group discussion, and university semester wise exam. The process is fruitful to improve the quality of teaching-learning.
- The IQAC collects the students' feedback.
- Guest lectures are arranged.
- Extra classes are conducted whenever needed.
- Study tours and industrial visits are arranged.
- Attendance record is maintained regularly.

# **Review and Reforms of implementation:**

This is done with the help of following points.

- **Result Analysis:** Result analysis of semester examination is done department wise.
- Feedback: Feedback is collected department wise and analyzed by the IQAC.

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