

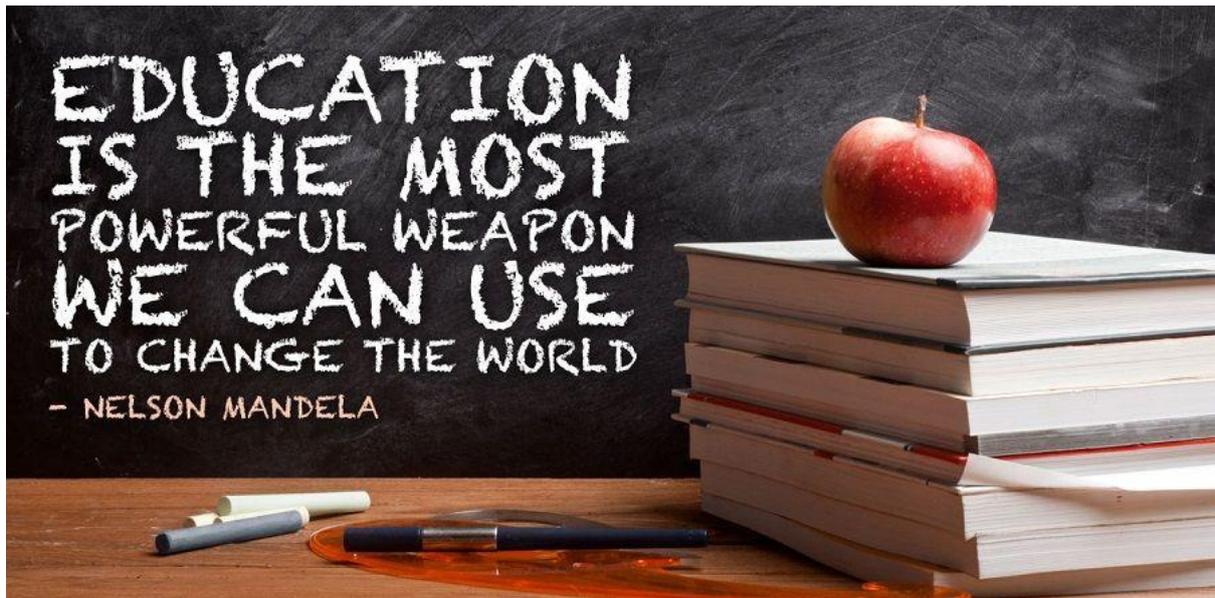
Shri. N.B.Education Society's

Shri VenkateshMahavidyalya, Ichalkaranji

Academic Policy & Procedure for Curriculum Implementation

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- **Introduction**

'Curriculum' of any education stream implies the knowledge and the inherent skills the students should learn in a given period of time. In the modern world the students are required to obtain knowledge not only of a particular stream vertically but are expected to relate to the inter-disciplinary nature of their stream. In this regard the UGC has advised to implement Choice Based Credit System as the major designing model for the curriculum of higher education. Shri Venkatesh Mahavidyalaya which is affiliated to Shivaji University has implemented the CBCS pattern of its curriculum design. Hence the collage is running B. Com, B.B.A. and M. com programmes under CBCS pattern. To implement the curriculum designed by the University, effectively the college has formed a definite policy.

- **Objectives**

The policy for curriculum implementation has the following objectives:

- 1) to plan the delivery of curriculum in the given semester period.
- 2) to chalk out co-curricular and extra-curricular activities relevant to the curriculum.
- 3) to prepare and utilize e-learning resources for teaching.
- 4) to find out advance, medium and average learners.
- 5) to form need based evaluation strategies through feedback.
- 6) to devise teaching- learning strategies to let the students reach the outcome of the programme gradually.

- **Policy Statement**

To materialize the above mentioned objectives the college has adopted the student-centered, communicative and interactive approach towards the delivery of the curriculum. The college is committed to provide update knowledge of the respective programmes through the appropriate curriculum Delivery Strategies.

- **Curriculum Delivery Strategies**

- 1) Department- faculty meetings.
- 2) Allocation of specific courses & Distribution of workload to faculty.
- 3) Formation of teaching plan and Academic-Activity calendar.

- 4) Course-wise frame-work of curriculum delivery through preparation of time table.
- 5) Dissemination of program content and course outcome on website and by respective teachers to the students.
- 6) Informal Diagnostic Test to comprehend entry knowledge of the students in the concerned subject.
- 7) Summative tests in different forms suitable to subject content.
- 8) Extra coaching through Bridge/Remedial course forms.
- 9) Continues internal evaluation by the respective faculty.
- 10) Prompt Monitoring of the teaching-learning process by IQAC and the Head of the Institution.
- 11) Discussion of strategies regarding TL in IQ AC meetings.
- 12) Felicitation of Meritorious students at formal & informal level.
- 13) Up gradation of faculty.
- 14) Application of modern pedagogy blended with suitable traditional tools. Use of participatory, Peer learning techniques /modern pedagogy/ A blend of theoretical and practical based teaching technique.
- 15) Regular feedback from students.
- 16) Monitoring the presentee of the students and measures against absenteeism.

Deployment of Strategies:

- 1) Semester-wise review of completion of syllabus .
- 2) Use of flipped class, experiential learning and student centric tools of teaching.
- 3) Communication of test results and result based revision of teaching plan whenever necessary.
- 4) Analysis of feedback and plans for improvements whenever necessary.
- 5) Arrangement of Guest Lectures, Workshops, Seminars, Elocution/Debate Competition to enrich learning experience and lead students to self-learning steps.
- 6) Sending the faculty for FDPs such as short term Courses Refresher Courses, oriental on courses, Seminars, Workshop.
- 7) Organization of Seminars/ Workshop for updating knowledge.
- 8) Mentoring System to look after the causes regarding academics, absentism of students.

- 9) Field Trips & Projects based exercises.
- 10) Encouraging student use of e-resources related to topics.
- 11) Subject-wise Unit Tests and discussion related to results in the class.
- 12) Organization of Prize Distribution Ceremony to felicitate and facilitate the other learners.
- 13) Establishment of associations and Association wise activities to encourage student participation such as wall paper presentation, Essay writing, Group Discussion etc. /.
- 14) Developing seed money to encourage research culture.
- 15) Report with the parents regarding the considerable issues about the students.

- **Curriculum Enrichment strategies & Their Deployment**

Apart from the regular/fixed content of the curriculum the college has established a mechanism of introducing skill based courses to enrich the learning experience of the students. In consideration with students need and suggestions the college has been practicing following enrichment schemes for the effective implementation of the program curricula:

- 1) Introduction of short term courses related to the subjects.
- 2) The availability of book bank scheme for needy students.
- 3) Subscriptions to reputed & recognized journals & magazine.
- 4) Provision of open access to previous projects, Reference books & newspaper for extra references
- 5) Easy access to faculty for personal counselling.
- 6) Invitation to expertise to share knowledge with students (particularly from Alumni).
- 7) In house activities relevant to the respective curriculum.

- **Infrastructural support**

As the role of teachers and students is important in the learning procedure of students the effective delivery of curriculum demands infrastructure to strengthen and widen the learning-teaching experience. Though college has a spatial constraint, it has developed the essential infrastructure for the better learning environment. The college has the following facilities for the better teaching- learning process.

- 1) Clean & bright classrooms.
- 2) ICT enabled classrooms.
- 3) Visible Notice Boards and Regular circulation of notices.
- 4) Computer Laboratory.
- 5) Language Laboratory.
- 6) Spacious Library with separate reading rooms for girls & boys.
- 7) Announcement of new Arrival of the library resources.
- 8) Computer & internet access in the library.
- 9) Wi-Fi connectivity.

10) Organization of book exhibition for both faculty & students.

• **Monitoring of Academic Policy**

1. Review of teaching plan & syllabus completion report.
2. Discussion on feedback analysis.
3. Compliance reports & review by IQAC head of institution.
4. Monitoring by Staff Secretary and Principal
5. Need based reshuffling of Time table and Schedule and its prompt communication to Faculty & Students
6. Record keeping & Documentation through IQAC

Coordinator
IQAC

Principal
