

6.5.2

The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms

Response:

IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes:

- The IQAC organizes regular academic audits to ensure effective implementation of teaching learning process and maintenance of course files.
- Verification of internal test analysis, question papers.
- Arrangement of special classes for weak students during evening hours.
- Identifying the new processes/delivery method and recommending the same for improving the quality.
- Analysing the deviations from the benchmarks and reporting.
- Feedback from the stakeholders (students, alumni, industry experts, research organizations and parents).
- Encouraging faculty for online certification Courses (NPTEL, MOOCS, Etc.)
- Faculty development Programs and Skill Development Training Programs are organized every year.

Reviews and Implementations of Teaching-Learning Reforms through IQAC:

1. Guest lectures on advanced topics by the eminent academicians and industry experts.
2. Practice of emerging technologies through mini projects and term papers.
3. Faculty development through workshops, orientation programs, seminars and conferences.
4. Corrective action measures on CO and PO analysis.

The teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals of the institute are as per IQAC set up norms. The two examples of institutional reviews and implementation of teaching learning reforms facilitated by the IQAC.

Example 1: Faculty Conclave

Once in every semester, the faculty come together for the faculty conclave. In this meeting, they share their experience to promote mutual growth. The faculty discuss their course planning, delivery and assessment. Each subject teacher writes course objectives in the beginning of the year and schedules a 50 to 60 hours plan to deliver it. He/she also makes a day wise schedule to plan which topic is taught on which exact day, what methodology will be used, pedagogies and what is expected out of that lesson. They also collect necessary feedback from the students, measure the extent of their implementation and assess the impact of their activities. All teachers

come up with extracts of what went well and what went wrong with their teaching methods. Industry experts are invited to assess and give their valuable feedback.

Example 2: Course files

Course files of every course are prepared and used to bring objectivity and strategize the course of teaching and learning for every topic. The teachers go through the syllabus and ensure that all the registered students fulfill the pre-requisites of the course. Upon cross-checking pre-requisites, the teachers start their event schedule that they plan in the beginning of the year. A proper plan for each topic and its delivery is made by the teacher. At the end of every topic, the teacher conducts a pre-planned revision. Mapping of the course outcome is done along with the program outcome. Course files have proven to be great guiding tools that provide the teacher direction and a sense of clarity while teaching. It is a document containing the basic details of all units in the prescribed syllabus of a course, teaching plan, teaching pedagogies and handouts, revision questions papers, tutorial materials, course beyond syllabus, attainment sheets, mid question banks, internal and external model question papers.