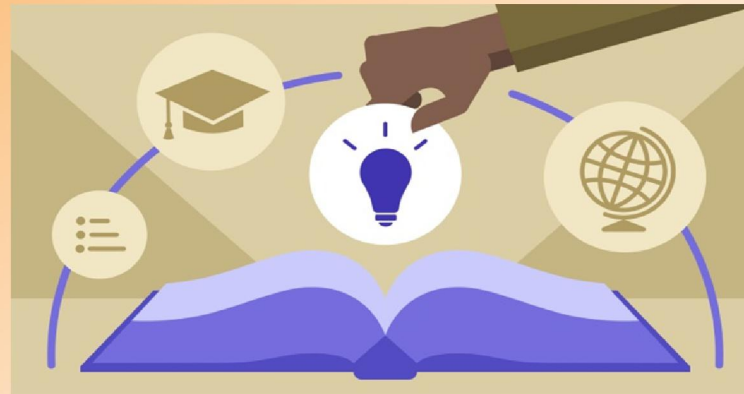# Criterion I
Curricular Aspects
(UG, PG and Autonomous Institutes)
For National Webinar : June 2020
Organised by J K C College (Autonomous), Guntur, A.P.

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Criterion I : Curricular Aspects (UG/PG/Autonomous Colleges)

04	• **Key Indicators**
100$_{UG}$ 150$_{Au}$	• **Total Weightage**
11	• **Total Metrics**
03$_{UG}$ 02$_{AU}$	• **Qualitative (25$_{UG}$ 30$_{Au}$)**
08$_{UG}$ 09$_{AU}$	• **Quantitative (75$_{UG}$ 120$_{Au}$)**

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Criteria I : Curricular Aspects
Distribution of weightage

Key Indicators (KIs)	UG/PG	Autono.
1.1 Curriculum Planning & Implementation (UG-PG) 1.1 Curriculum Design & Development	20	50
1.2 Academic Flexibility	30	40
1.3 Curriculum Enrichment	30	40
1.4 Feedback System	20	20
Total	100	150
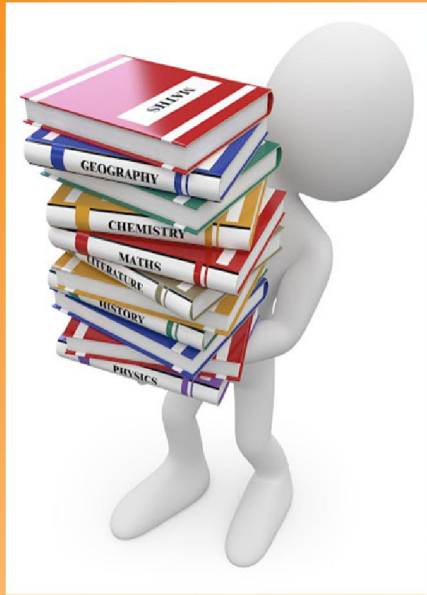
1.1 Curriculum Planning & Implementation (UG & PG)

OR

1.1 Curriculum Design & Development (Autonomous)

Qualitative Metrics	Quantitative Metrics	K I Weightage
02 UG / 01 Au.	01 UG / 02 Au.	20 UG / 50 Au.

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1.1.1 The institution ensures effective curriculum delivery through a well planned and documented process (Q$_l$M 10 UG/PG)

(Write description in maximum 500 words)

Documentation is the key to show effective curriculum delivery.

- Upload any additional information

- Link for additional information.

What type of documentation can we maintain...

- **Academic Calendar**
- **Teaching Plan**
- **Departmental meeting**
- **Learning Outcomes**
- **Time table**
- **Teaching – Learning Resources**
- **Attendance Record**
- **Bridge & Remedial Courses**

- **Question banks, previous years papers.**
- **Academic activity and its planning**
- **Result analysis**
- **Teachers Diary**

1.1.2 The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)   (Q$_I$M 05 UG/PG)

(Write description in maximum 500 words)

- Upload any additional information
- Link for additional information.

1.1.3 Teachers of the institute participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the last five years...

1. Academic Council/ BoS of Affiliating University
2. Paper setting for UG/PG Programs
3. Design and Development of Curriculum for Add-on/ Certificate/ Diploma Courses
4. Assessment/ evaluation process of the affiliating University. **(Q_nM 05 UG/PG)**

... ...

1.1.3 ...

1. Academic Council/ BoS of Affiliating University
2. Paper setting for UG/PG Programs
3. Design and Development of Curriculum for Add-on/ Certificate/ Diploma Courses
4. Assessment/ evaluation process of the affiliating University.

Options : All / Any 3 / Any 2 / Any 1 / None of the above.

Year	Name of teacher participated	Name of the body in which full time teacher participated

Autonomous Institutes

1.1.1 Curricula developed and implemented have relevance to the local, national, regional and global developmental needs which is reflected in POs, PSOs and COs of the Programs offered by the institution.
(Write description in maximum 500 words)   **(Q_lM 20)**

1.1.2 Percentage of Programs where syllabus revision was carried out during the last five years.   (Q_nM 20)

1.1.3 Average percentage of courses having focus on employability / entrepreneurship / skill development… offered by the institution during the last 5 years.
(Q_nM 10)

1.2.1 Percentage of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented (Q_nM 10 UG/PG) (Q_nM 20 Au. 1.2.2)

- List of Programmes with CBCS

- List of Programmes adopting elective course system

Percentage = (No. of Programs with CBCS or Elective Course System x 100) ÷ Total No. of Programs offered

- Upload any additional information

... ...

1.2.1 ...

1.2.1 Percentage of programs in which Choice Based Credit System (CBCS)/ elective course system has been implemented (10)					
Program Code	Program name	Year of Introduction	Status of implementation of CBCS / elective course system (Yes/No)	Year of implementation of CBCS / elective course system	Link to the relevant document

1.2.2 Number of Add-on / Certificate Programs offered during the last five years   ($Q_n M$ 10 UG/PG)

1.2.3 Average percentage of students enrolled in certificate / Add-on programs as against the total number of students during last five years

($Q_n M$ 10 UG/PG)

- Year wise Details of each program like
    - Name,
    - Duration,
    - Curriculum,
    - Assessment procedure,
    - Outcome of the program,
    - List of enrolled students,
    - Attendance record of students,
    - Certificates issued and feedback should be uploaded.

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1.2.2 & 1.2.3 ...

1.2.2 Number of Add on /Certificate programs offered during the last five years (10) 1.2.3 Average percentage of students enrolled in Add-on/Certificate programs as against the total number of students during the last five years (10)						
Year -1 / 2 / 3 / 4 / 5						
Name of Add-on Certificate Programs offered	Course Code	Year of offering	No. of times offered during the same year	Duration of the course	Number of students enrolled in the year	Number of Students completing the course in the year

Autonomous Institutes

1.2.1 Percentage of new courses introduced of the total number of courses across all programs offered during the last five years. (Q$_n$M 20)

1.3.1 Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum (Q$_l$M 10 UG/PG/Auto.)

(Write description in maximum 500 words)

- Cross cutting means something that is disturbing in the society – gender balance, environmental hazards, changing human values, religion and religious sentiments, dowry etc.

- Description of courses and list of Core Courses from syllabus and enrichment offered.

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1.3.2 Average percentage of courses that include experiential learning through project work/ field work/ internship during last five years (Q$_n$M 10 UG/PG)

1.3.2 Average percentage of courses that include experiential learning through project work/ field work/ internship during last five years (10)						
Program name	Program code	Name of the Course that include experiential learning through project work/ field work/ internship	Course code	Year of offering	Name of the student studied course on experiential learning through project work/ field work/ internship	Link to the relevant document

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1.3.3 Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year) $(Q_nM\ 10\ UG/PG)$
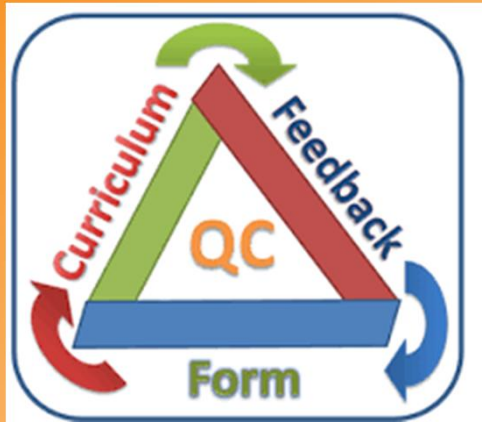## $(Q_nM\ 10\ Au.\ 1.3.4)$

1.3.3 Percentage of students undertaking project work/field work/internship (Data for the latest completed academic year) (10)			
Programme name	Program Code	List of students undertaking project work/ field work/ internship	Link to the Relevant document

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Autonomous Institutes

1.3.2 **Number of value added courses for imparting transferable and life skills offered during last five years.**
$$\text{(Q}_n\text{M 10)}$$

1.3.3 **Average Percentage of students enrolled in the courses under 1.3.2 above.** $\text{(Q}_n\text{M 10)}$

KI - 1.4 Feedback System

- The process of revision and redesign of curricula is based on recent developments and feedback from the stakeholders.

- It helps in improving the inputs.

- The HEI with feedback system in place will have an active process of not only collecting feedback from all stakeholders, but also analysing it and identifying and drawing relevant pointers to enhance the learning effectiveness.

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1.4.1 Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders

1. Students 2. Teachers 3. Employers 4. Alumni

$$(Q_nM\ 10)$$

Options : All / Any 3 / Any 2 / Any 1 / None of the above.

- Feedback should be related to design and review of syllabus only
- Sample filled forms (at least 3) from each stakeholder to be provided
- DVV may ask for feedback form for randomly selected stakeholders for verification.

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1.4.2 *Feedback process of the Institution may be classified as follows:* **(Q$_n$M 10)**

- Feedback should be –
  - Collected,
  - Analysed,
  - Action taken ,
  - Feedback and Action Taken Report available on website.

- Feedback and Action Taken Report signed by the Head of Institute should be provided and should be uploaded on the institutional website.

- Documents showing feedback communicated to University and action taken by university should be provided.

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Contact details...

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THANK YOU...

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