1.1.1 *The institution ensures effective curriculum delivery through a well planned and documented process*.

The college regards effective delivery of curriculum as the most vital curricular aspect. The college follows the curriculum prescribed by the Sambalpur University through its Boards of Studies. Our faculty members have worked on the Board of Studies and their sub-committees, substantially contributed to the curriculum development.

The college ensures effective curriculum delivery through systematic and strategic transparent mechanism:

Academic calendar:

> ➢ The college follows the Academic calendar issued by the Higher Education Department, Government of Odisha and executes it rigorously.

> ➢ The Heads of Departments conduct the meetings to distribute workload, allot subjects, plan the activities of the department and to review the completed syllabus.

> ➢ The Principal monitors the effective implementation of the Calendar through formal meetings with Heads of Departments and if necessary informal discussions with faculty.

Time- Table Committee:

> ➢ The college constitutes the Time Table committee.

> ➢ The Master Time Table is prepared by the Academic Section.

> ➢ The Time Tables are displayed on the Notice Board and also uploaded on the college website.

> ➢ The syllabus link of University is also provided to students.   .

Lesson Plan and Lesson Note:

> ➢ Lesson plan is prepared by every faculty member at the beginning of academic year.

> ➢ They record the conduct of teaching and practical in Daily Progress Register.

> ➢ Periodic assessment of curriculum delivery is conducted by IQAC through HODs.

> ➢ The faculty engages extra periods and practical classes as and when necessary and maintains their records.

Laboratories:

> ➢ There is optimum utilization of well-equipped laboratories for curriculum delivery of practical.

> ➢ The students maintain the practical records and the results are certified by the faculty along with HOD.

- The faculty uses charts, maps, models and specimens along with chalk and board.

- Methods like seminar, group discussion, quiz, case study for effective delivery of curriculum.

- Study materials, notes and question banks are provided in the class and through mails.

- Educational field visits, study tours are organized.

- Group projects are assigned to teach them team spirit, sharing and develop presentation, research skills.

- Social sites such as Google Meet, Zoom , YOUTUBE, WhatsApp etc. are used for effective teaching. ICT based materials are uploaded on the college website.

- Internet, Computer, LCD projectors and other Audio- visual aids are utilized on regular basis.

College Library:

- Library of the college persuades the students to access the latest books available in concerned subjects and topics.

- The books are issued to the students as and when needed by them.

- The record of the same is maintained in the Library and Issue register maintained by on daily basis

Teacher support:

- The college encourages the faculty to participate in Orientation and Refresher courses to update their knowledge of subject.

- The college encourages the faculty to attend the meetings of Board of Studies, Conducting Board   and syllabus restructuring workshops.

- The college takes initiative and encourages staff to attend workshops organised by the University for effectively implementing the CBCS method of imparting curriculum.

- The Choice Based Credit System (CBCS) is implemented for enabling choice for selection of Elective papers to the students.

- This system(CBCS) is introduced from the year 2016-17 .

Feedback:

- The college collects the feedback from the faculty, students, alumni and parents.

- The collected feedback is analyzed using different parameters and the performance of the students, faculty and institution is assessed.

- Any discrepancies identified are considered for correction and suggestions are taken for improvement.

- Formative assessment is done to identify gaps in students' knowledge which helps to identify slow and advanced learners.

- The slow learners are provided with Remedial Coaching after the completion of each semester.

- The advanced learners are encouraged for further progression in career by participating in various co-curricular activities and career oriented programmes organized by the college and outside the college

- The faculty makes suggestions in curriculum reframing workshops in the light of feedback received.

- The achievements of objectives of the syllabus are measured through students' performance in Internal tests, Group discussions, Presentations and University examinations.