

**Criterion 1 – Curricular Aspects****Key Indicator – 1.1 Curricular Planning and Implementation**

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

INDEX Metric No: 1.1.1

Name of Activity	Description
IQAC Meeting	At the start of every academic semester IQAC meeting is being carried out, which is attended by Principal , all the Deans, Head of Departments ,Registrar and IQAC coordinator where schedule for academic planning and strategies related to various curricular, co-curricular & extra-Curricular related activities are discussed.
Department Meeting	After IQAC meeting, each department Head conducted department meeting and discussed regarding academic planning and other activities.
Academic Calendar (Institute)	The Institute Academic Calendar is finalized in alignment With the University calendar which includes curricular and non-curricular activities
Academic Calendar (Department)	Each department has slight changes in their academic calendar w.r.t. Institute Academic Calendar matching their Academic needs
Subject Choice	Subject choice from faculty members are collected during Academic load distribution.
Academic Load Distribution	Teaching loads is done according to the choices given by the faculty based on their area of specialization, experience and subject preferences.
Time Table	Time table includes all the theory and practical related schedule.
SIM (Students Information Manual)	SIM (Students Information Manual) is prepared includes Vision Mission of Institute as well as Department, PO's, PSOs, Academic calendar (Institute & Department), University Syllabus, Question Bank etc. are included which is circulated to all students(softcopy)as well as posted on The college website.



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Name of Activity	Description
Faculty Academic Diary	Faculty Academic Diary includes all the relevant planning documents related to teaching learning process & provision to update the records related to attendance both theory and practical/tutorial, Continuous work assessment, Quiz Marks, Project Marking Scheme, Proctor meeting report & faculty Development related activities.
Course Outline	Course outline is prepared includes PO's, PSOs, CO Mapping of CO-PO, lecture planning etc.
Teaching/Practical Plan	Teaching / Practical Plan helps faculty members to do appropriate planning of teaching learning process.
Teaching-Learning resources	All subject teachers prepare teaching – learning resources of their respective subject.
Faculty Development Programs	The College encourages its faculty members to attend AICTE/ISTE/University-sponsored Orientation/Refresher Courses/Workshops/Seminars to keep their expertise up to date and improve their teaching practices.
Industrial Visit	Industrial Visits are useful for giving practical exposure.
Course Monitoring Committee	Periodic feedback sessions and action taken report helps in continuous improvement of academic & various other processes.
Academic Audit	Academic audits are performed at the department and institute levels to ensure effective curriculum implementation.
Link to relevant document:	

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Dr. J. J. Magdum College of Engineering, Jaysingpur

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Key Indicator 1.1 - Curricular Planning and Implementation

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

Objective:

As an institute affiliated with Shivaji University, Kolhapur, we adhere to the university-prescribed curriculum and implement measures for its effective delivery at the college level.

Process:

The Institute Academic Calendar is developed in alignment with the university's calendar, encompassing academic, curricular, co-curricular, and extracurricular activities. Departments prepare their own academic calendars based on the institute's calendar, which are published on notice boards and the college website.

- Teaching assignments are allocated based on faculty specialization, experience, and subject preferences. Timetables for classes, labs, and faculty are then systematically created.
- Faculty members maintain academic diaries and course files for their subjects,
- While students receive a comprehensive Student Information Manual (SIM).
- Faculty members are encouraged to enhance their skills by attending Faculty Development Programs (FDPs), Short-Term Training Programs (STTPs), and workshops.
- Innovative ICT tools are integrated into the teaching process. Industrial visits, workshops, and seminars are organized to enhance practical learning.
- Departmental and central academic committees regularly monitor the curriculum's implementation and effectiveness.
- Student feedback is collected on various aspects of the teaching-learning process, and corrective measures are implemented as needed.
- Academic audits are conducted at both departmental and institute levels to ensure continuous improvement in academic standards.