

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.5 INTERNAL QUALITY ASSURANCE SYSTEM (30)

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 and recorded the incremental improvement in various activities*

Response:

The IQAC plays vital role in planning and keeping continuous check on various aspects of teaching learning processes. It plans for restructuring the courses with respect to the feedbacks received on making the curriculum more employment focused, considering the needs of the employment sector. There are continuous efforts being done to train teachers and make them adopt student centric teaching-learning pedagogies. IQAC also actively monitors and reviews all the teaching-learning-evaluation processes for consistency and quality.

Example 1: Review of T-L-E processes through Academic Audit:

College has devised protocol for conduct of academic audit considering the achievement of the main objectives laid down by NAAC to ensure quality. The IQAC and the Deans play a vital role in conducting this process effectively every year. Academic Audit is conducted faculty wise by each Dean, to check for conformation to the academic standards prescribed by the college. The academic audit encompasses verification of teaching-learning- evaluation processes, innovations and research done by individual teachers. Deans from all Faculty, then submit a consolidated report indicating observations, examples of exemplary practice, noting of areas for improvement and suggestions in their respective faculty. Parameters monitored are teaching learning pedagogies used, standardized evaluation methods as per handbook given by IQAC, types of resources provided to students on College Moodle platform, adherence to examination guidelines given by examination committee/IQAC, research outcome on T-L-E processes and feedback received. This report is then submitted to the Principal/IQAC coordinator for necessary action. Based on the observation, an action plan is prepared. Academic audit thus plays an important role in keeping a check and monitoring the quality of Teaching-Learning- Evaluation processes.

Example 2: Review of T-L-E processes through Feedbacks received

IQAC monitors the T-L-E processes through multiple review mechanisms. Various Review mechanisms include Academic Audit, Departmental review, teacher's assessment, student's Satisfaction survey, "Positive Chowgules" and Assessment of New teachers.

- **Feedback through SSS:** The Student satisfaction survey is carried out annually as per the guidelines of NAAC. The survey is conducted online by sharing the link with the students, the notice for which is uploaded on the college website. The feedback received from the SSS is consolidated into a annual report and deliberated by the IQAC. Necessary action plan is then shared with all the Deans for implementation with the aim of improvising the T-L-E processes.
- **Students Feedback of Courses, Teachers and Teaching methodologies:** This feedback form was designed by the IQAC primarily focusing on monitoring and reviewing 04 aspects of T-L-E. These are Course Content and relevance, Teacher's performance, Teaching-Learning-Evaluation processes and infrastructural support. This feedback is conducted online biannually semester-wise. The feedback received was then compiled and action plan was prepared by each teacher. The feedback and action plan was then presented before the Departmental review committee consisting of the Principal, Dean and IQAC coordinator.
- **Feedback from other stakeholders:** Feedback on course curriculum was obtained from employers and alumni. The same is reviewed by the Board of Studies of specific programme for necessary action.
- **Teachers feedback from Academic audit:** feedback is received from teachers as regards the course content. The same is then deliberated in the IQAC and necessary action plan is prepared by the Deans which is then shared with Heads of the departments.
- **Departmental reviews:** As an IQAC initiative, Principal conducts departmental review at the end of year to take a review of the academic and curricular activities conducted at the department. During the review meeting the feedback of teachers is presented and action plan and strategies are planned for execution.
- **Review of Newly appointed teachers:** During the year, 2019-20 review of all the new appointment was undertaken, wherein 10 parameters were assessed and accordingly report was prepared. Following the review, orientation and training programmes were conducted to enhance the skills of the teachers.
- **Positive Chowgules:** was an initiative to review and understand the TLE methodologies practiced in each of the departments by faculty members. The focus was on innovation on methods practiced, procedures followed, outcome and problems faced meetings