



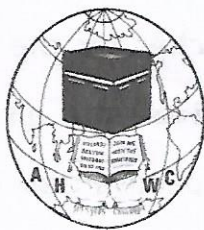
**Annai Hajira Women's College**

**Melapalayam, Tirunelveli - 05**

(A Unit of As-Sathiq Educational Society)

(Affiliated to Manonmaniam Sundaranar University)

# **POLICY DOCUMENT FOR CURRICULUM DELIVERY**



# Annai Hajira Women's College

Melapalayam, Tirunelveli - 05

(A Unit of As-Sathiq Educational Society)

(Affiliated to Manonmaniam Sundaranar University)

## Policy Document for Curriculum Delivery

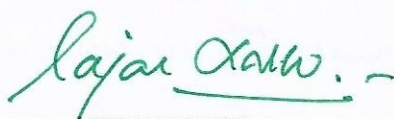
### Objectives

- ➔ To effectively enlighten the students with the key concepts of the respective subjects.
- ➔ To focus on the required skills to help students excel in the curriculum given under the project/ internship/ practical
- ➔ To foster in them a spirit of continuous learning and achieving overall efficiency.

### Curriculum Delivery

- ➔ Allocation and distribution of academic work among the faculty is carried out according to the subject specialization in the first meeting of the department convened by the respective heads. It is the outcome of a unanimous decision collectively taken in the meeting.
- ➔ The **Programme Outcomes (PO)** and the **Programme Specific Outcomes (PSO)** as visualized and drafted by the department are broadly explained to the students by the respective heads of the departments during the orientation program.
- ➔ The **Course Outcome (CO)** expected of every student in the class is elaborately outlined by the teacher concerned in the first class of the semester.

- ➡ A detailed curricular plan is drawn up by the respective teacher for the entire subject allocated to her. In addition, it is circulated among all students of the department, which in turn is signed by the respective class representatives and approved by the respective heads of the department and finally notified to Principal.
- ➡ The teacher concerned prepares a detailed record of class work based on her classroom activity after every class.
- ➡ All activities in the departmental meeting are put forth clearly in the form of minutes in a register and it is duly signed by all the teaching faculty including the head of the department.
- ➡ The college hand book issued to every student of the college clearly mentions the dates of CIA, seminars, conferences, workshops and all related academic activities.
- ➡ To enhance effective learning a student centric approach is adapted in the classroom so that the students are exposed to the modern methods of learning namely participative, experiential, problem solving and collaborative acquisition of knowledge.
- ➡ Under the close monitoring of Principal the classroom activities as detailed above are smoothly carried out to the best of ability of our faculty.
- ➡ To sort out deficiencies in our performance and to further improve our delivery system we insist on annual feedback from our students.



**PRINCIPAL**  
**ANNAI HAJIRA WOMEN'S COLLEGE**  
**MELAPALAYAM - 627 065.**



**SECRETARY**  
**ANNAI HAJIRA WOMEN'S COLLEGE**  
**MELAPALAYAM - 627 005.**