## 1.1.1 The Institution ensures effective curriculum delivery through a wellplanned and documented process.

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The college ensures effective delivery of curriculum as the most vital curriculum aspects. The college follows the curriculum prescribed by the University through its boards of studies. Our faculty members have worked on the Board of Studies and substantially contributed to the curriculum development. The college ensure effective curriculum delivery through a systematic and strategic transparent mechanism. Academic calendar-

The college follows the Academic calendar issued by the University. The head of the college and IQAC conducts the meetings of workload, allot subjects, plans the activities to review the completed syllabus. Time table committee - The college constitutes the time table committee We have four faculties in the college i.e. BA, B.Sc (Home Science) ,B.Sc. (Non-Grant) and B.Com. English Medium (Non-Grant) Hence timetables are constructed faculty wise. Teaching plan and Teaching Diary The college offers 4 UG courses along with B.Lib, M.Lib, B.A (YCMOU) and two Add On Certificate courses Teaching plan is prepared by every faculty member at the beginning of academic year Faculty maintain and record the conduct of teaching and practical in the daily diary Teacher support The college encourages the faculty to participate in orientation refresher courses to update their knowledge of subject.