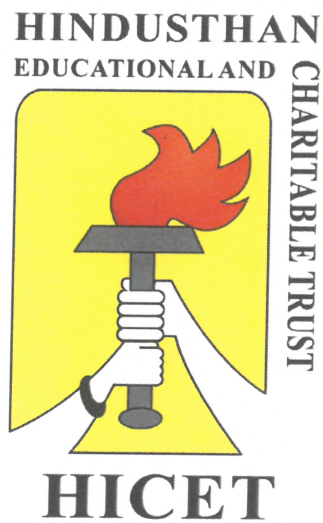


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CURRICULUM DEVELOPMENT POLICY

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A. Purpose

Curriculum Development Cell (CDC) gives guidelines and policies for the curriculum and development process for Hindusthan College of Engineering and Technology (HiCET).

B. Background

Curriculum Development Cell of HiCET plays the vital role in any autonomous institution. This cell gives guidance and prepares the common curriculum scheme and regulation for all programmes of the institution. This is done based on the guidance given by UGC, AICTE, and Anna University by including the Local, Regional, National and Global needs.

C. Policy

Curriculum Development Cell is body for the execution of autonomy in our institution especially in activities such as curriculum designing that involves the formulation of general course scheme and scheme of examinations for all programmes.

Process of Curriculum Design and Activities

A Curriculum Development Cell has been formed in the College to take initiatives in restructuring the curriculum periodically, based on the UGC and AICTE guidelines, and accomplishing the objectives of the institution in equipping the students with multi-disciplinary and multi-tasking skills, the Curriculum Development Cell formulates the course structure and guidelines for curriculum restructuring, periodically.

- Promote faculty recharge programmes and skill development for faculty.
- Introduce inter/multidisciplinary studies

- Develop the curriculum, syllabi and look for new sources required for the various courses run by the University. It needs to maintain and promote an ambiance of creativity, innovation and improving quality.
- To implement the Choice Based Credit System in the Institution.
- To identify the needs of stakeholders
- To prepare the list of criterions that suits for the outcome based education
- To create curriculum matrix
- To create semester wise courses and credits template
- To fix the credits range for the programs
- To identify the pedagogy/instruction methods
- To identify and establish evaluation methods
- To create awareness among the stakeholders

D. Responsibilities

a) Action taken report on Previous Board of Studies and from Feedback External Experts

Recommendation for introducing various courses semester wise, integrating the syllabus with industries to reduce the industry and institution gap.

b) Board of Studies (BoS)

- Inferring the draft, making necessary revision by getting suggestions from the University nominee, Subject Expert and Industry Experts
- Opportunity is given for alumni and student representative to share their insights in designing curriculum
- BoS encourages Internal Experts: Co-opted Members, Internal Faculty Members to extend their opinion on curriculum designing
- Retaining the syllabus after the approval of BoS external members

c) Syllabus Validation

- After Board of Studies the modification and suggestion from Board of Studies is reviewed.
- Finalized syllabus has been validated from subject experts including both national and international honorary subject experts.

d) Standing Committee on Academic Affairs

- The Standing committee on Academic Affairs meeting verifies modifies and revises the syllabi
- Syllabi have been finalized in the standing committee meeting.

e) Academic Council

- Involves University Nominees, Academic Experts, Industry Experts, Alumni, Students, Teachers, Chairman of Board of Studies and Management Experts.
- BoS Chairman, Alumni and Teacher nominee play a vital role in the Academic council.
- Approves the Curriculum and the syllabus.

f) Governing Body

- Governing Body approves the regulation and syllabus.



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