

Part C

Yearly Plan for IQAC 2009-10

- ***Preparation of Course Curriculum***
 - The course curriculum for all programs at IIPS is updated on a regular basis. IIPS shall continue to do so in the future.
 - The syllabus includes aim, objective, course contents, readings etc.
 - Each individual faculty shall now be required to prepare a detailed teaching plan.

- ***Strategies of teaching learning***
 - All faculty members will be required to prepare power point presentations for all subjects being taught by them.
 - Use of Multimedia will be enhanced.
 - Use of IIPS web portal for communication with the students will be promoted.
 - Use of ICT to facilitate teaching – learning will be enhanced.

- ***Student Feedback system***
 - IIPS has a regular system of gathering feedback from the students. The feedback form contains details of teaching learning quality of teachers, quality of course curriculum, quality of infrastructure support etc.

- ***Collection of Feedback & its analysis***
 - The feedback forms shall be collected from the students after their comprehensive viva voce exam.
 - The Director will himself get the forms filled with the help of one or two faculty members to ensure confidentiality of the feedback.
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- ***Format of analysis***
 - The feedback will be analyzed using spreadsheets.
 - Each faculty is assessed on 12 performance variables.
 - The assessment is done on a scale of 5.
 - The average performance score is calculated for each faculty for each subject.
 - The weighted average performance score is calculated for each faculty. Weights being the number of students in each course.
 - The Director individually discusses with each faculty the qualitative comments and guides on the need for improvement on critical areas out of 12 performance variables.

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- ***Improvement Plan***

- Many faculty members have been promoted to attend FDP at premier institutes like IIMS. This shall be continued in this year also.
- Many teachers have attended refresher courses, seminars, workshops etc. This shall be promoted in the current year.

- ***Plan on Improvement in:***

○ **Infrastructure**

- Special efforts will be taken for cleanliness in the premises and greenery in the campus.
- More Class Rooms will be equipped with MMP.

○ **Research Activities & Promotion**

- Research workshop is being planned for the new faculty.
- Sponsorship of faculty for presenting papers in conferences.
- Faculty members will be encouraged to take memberships of academic bodies in related disciplines.

○ **Relationship with stakeholders**

- **Parents** – Formal and Regular communication with the parents shall be enhanced
- **Students** –
 - Increased use of Web interface for formal communication. Continuing the system of “Batch Facilitator” for enhance the communication between teacher and student.
 - Mentors for students will be assigned for academics as well as industry.
- **Office, Teachers and Employees** –
 - An annual schedule will be prepared to meet the faculty members, staff and other employees – collectively as well as individually if required.
 - Faculty members shall be available on campus during office hours for interaction with students , researchers, colleagues and visitors.
- **Alumni** –
 - Alumni meet is being planned for the current years.
 - Selective Alumni are contacted on a regular basis for placement activities.
 - Selected Alumni are also invited for guest lectures, viva etc.
