**M.D.S.D Girls College , Ambala City**

**Policy Regarding Delivery of Curriculum**

Curriculum typically refers to the knowledge and skills students are expected to learn in an environment through interactions, experiences, planned and unplanned activities, events. It is concerned with both content and process. Content refers to what are students expected to learn. Process refers to an arrangement of instructional material provided to the students. The process includes the units and lessons that teachers teach; the assignments and projects given to students; books, reading materials, audio-visual materials provided in a course; and the different assessment methods used to evaluate student learning. This must be set in such a way that learners gain knowledge and understanding, develop skills, and alter attitudes. Various Strategies related to delivery of curriculum enable students to achieve their learning goals.

**Policy Statement**

MDSD Girls College, Ambala City has a learner centric approach in curriculum delivery from teaching, learning and assessment. It provides support, and guidance for Higher Education. The college aims at extending equality of opportunity to all students irrespective of their cultural background. The college ensures that all learners are provided with a programme of study which best fulfils their current, and future needs by providing different learning methods that suit learners’ abilities. The college keeps in mind the requirements of advanced learners and slow learners by employing mechanism for constructive feedback on assessment. It will enable teachers to see whether learning outcomes are achieved or not.

**The strategies related to delivery of curriculum aim at achieving following goals:**

* **Development of creativity, critical thinking, analysis and research skills** to solve theoretical and real-world problems.
* **Development of ability**  to participate in constructive discussions and debates.
* **Development of ability** to engage in meaningful public discourse, by achieving capacity for self-reflection, self-discovery and personal development.
* **Development of** a profound awareness of community needs.
* **Development of ability** to think globally about issues in their profession.

**Learning Objectives:**

* Demonstrate the ability to prepare and communicate effectively using listening, speaking, reading, and writing skills.
* Use computer and new technologies effectively to gather, process, and communicate information.
* Demonstrate knowledge of diverse cultures, including global and historical perspectives.

**Academic Plannings**

**Faculty Meetings:** The Principal organizes faculty meetings at the commencement of every semester. In the meeting detailed discussions are held regarding the academic calendar, the changes in the curricula if any, workload distribution as well as the measures to be taken for the effective implementation of the curricula. Distribution of committees among staff members is facilitated in the first meeting of first semester.

**Departmental Meetings:** Heads of the Departments organize faculty meetings at department level. Workload distribution is submitted to the principal as well as timetable committee. Regular discussions are held between Head and staff of the department.

**Time Table:** The timetable is a necessary instrument for the efficient working of a college. The timetable guides students and teachers what is to be done at a particular time which prevents wastage of time and energy. The timetable helps college to adjust curricular activities according to needs of students. This helps students to plan their study as well as their activities. This is very essential for the all-round development of the students.

**Induction Program:** Every year Principal of the college address students who are new entrants in their first year of study. Principal’s address is arranged faculty wise to new students. In this address Principal gives information of vision and mission of the college, curriculum delivery policies and processes, facilities available in the college. The Principlal also motivates students to participate in co-curricular and extracurricular activities which are arranged in the college every year.

**Resources for the Effective Delivery and Transaction on the Curricula**

The college provides the following resources for the effective delivery and transaction of the curricula:

* Library with sufficient number of books and periodicals.
* Computers in all departments with Internet facility and requisite software.
* Smart boards, projectors and LCD- TV.
* Classroom materials such as charts, models, specimens, instruments, slides, etc.
* Workshop on ICT Training in which the faculty was provided training in developing ICT teaching materials.
* The college provides grants to teachers for attending workshops, seminars, conferences and symposiums.

**Measures taken by the College**

* The college promotes the faculty to upgrade themselves by sending them to complete the Orientation and Refresher Courses.
* In addition to the regular subject classes, the college also organizes special lectures by inviting experts from various fields to share their knowledge with the students.
* Different departments organize study tours and field visits which enable students to relate the theoretical knowledge with its practical application.
* Furthermore, for effective curriculum delivery, the college has got the provision of special/ remedial teaching for slow learners.
* Project work and assignments are taken to promote self learning.
* The college provides seminar halls, computers, internet facility to the teachers.