

Question: The Institution ensures effective curriculum planning and delivery through a well-planned and documented process including Academic calendar and conduct of continuous internal Assessment

Perceived Sub-Questions:

- What is the process followed by Institution for curriculum development?
- What is the process followed by Institution to ensure effective curriculum implementation?
- How curriculum relevance to the Local needs?

International School of Management Excellence is affiliated to Bangalore University, so the syllabus is framed by the University. But the College develops its own unique method of delivery of this syllabus.

Curricular planning

- The Bangalore University syllabus is followed by the college. But delivery is decided by the college.
- Subject allocation is done by using an automated work load sheet that assigns approved faculty based on their specialization
- Faculty prepare session plan for their respective course which is reviewed and approved by the Principal
- Academic calendar is prepared in alignment with the BU calendar
- Calendar has details of courses, internal exams, co-curricular and extra-curricular activities and holidays
- Continuous assessment is based on Bangalore University guidelines we have open book tests, presentations, assignments, quizzes and internal exams
- Allocation of subject is according to specialization and expertise, teachers use case studies, e-articles and videos. A student centric approach is followed that includes field visits and internships

Effective Curriculum development

After subject allocation the timetable is prepared and displayed on the notice boards in the Department and mailed to the various student groups. The attendance is maintained is updated on Fedena immediately after class and this information is available to the students as well and they can monitor their attendance through this application. The faculty have to maintain a course update register where they update the portion of the syllabus they completed for the day. This has to be done on a daily basis.

Two Internal assessments are conducted during the duration of one semester. The dates of these are informed to the students well in advance. Students with 75% and above attendance are eligible for appearing for the Internal exams. Before each Internal assessment a list of students with shortage of attendance is compiled. This is displayed in the notice board. The same is communicated to the parents of the students as well.

Apart from the Internal tests faculty conduct quizzes, open book tests, some courses have community projects as well. Presentations individual and group are an integral part of the assessment process

As part of the curriculum the college offers various certification courses, value added course and add on course in each semester. These courses add to the subject knowledge of the students and give them an edge in the competitive market. These course are conducted by specialized external agencies and are open to all students who are interested. Some of the certification courses are compulsory while others are optional.

At the end of each semester the faculty have to submit a course file with the course update register, attendance, samples of assignments and PPTs submitted by the students and proof of any other activity conducted as part of the assessment process of the said course. This has to be submitted in soft and hard copy and is then audited by the IQAC head.

The curriculum is delivered through a teaching -learning process that is more application based and is oriented towards practical application of theoretical concepts. industrial visits, guest lectures etc. to ensure that the students have a comprehensive idea of the subject.

Curriculum relevance to local needs

Bangalore is developing rapidly and businesses are expanding, there is a huge requirement for qualified BBA and BCom graduates. These students will be part of the work force who will have to be professionally ethical in all their business transactions.

As the city develops there is a requirement to ensure sustainable development ensuring that the environment isn't damaged and lakes and the habitat that these lakes support. The course on Environmental sciences ensures that the students are sensitive to environmental issues and are aware of sustainable development.