

# KOTTAKKAL FAROOK ARTS & SCIENCE COLLEGE

## INTERNAL QUALITY ASSURANCE CELL

### ACTION PLAN 2022-23

#### ***Criterion I - Curricular Aspects:***

- a. Review and update the curriculum by integrating interdisciplinary Certificate Courses by November 2022.
- b. Implement innovative teaching methodologies with periodic reviews and improvements.
- c. Establish collaborations with reputed institutions by June 2023 to facilitate academic exchange programs.

#### ***Criterion II - Teaching, Learning, and Evaluation:***

- a. Organize biannual workshops on effective pedagogy, assessment methods, and curriculum design for faculty members, beginning in January 2023.
- b. Conduct regular student feedback sessions to evaluate and improve teaching methods, with sessions held at the end of each semester.
- c. Utilize technology for effective teaching and learning, including e-learning platforms, digital libraries, and multimedia resources.

#### ***Criterion III - Research, Consultancy, and Extension:***

- a. Encourage faculty members to pursue higher education, attend conferences, and publish research papers, with a target of at least two professional development activities per faculty member per year.
- b. Organize monthly seminars, guest lectures, and workshops featuring renowned academicians and industry experts.
- d. Form research clusters within the department by March 2023 to encourage collaborative research projects.

#### ***Criterion IV - Infrastructure and Learning Resources:***

- a. Upgrade classrooms with modern audio-visual equipment and digital resources by June 2023.
- b. Enhance library with an extensive collection of books, journals, and digital resources by September 2023.
- c. Enhance to a dedicated language lab to facilitate language learning and proficiency development.
- d. Create a flexible, technology-enabled learning environment to support remote learning and collaboration by March 2023.



  
Prof. M. ABDUL AZEEZ  
PRINCIPAL  
KOTTAKKAL FAROOK ARTS & SCIENCE COLLEGE  
PARAPPUR P.O. PIN: 676 503

***Criterion V - Student Support and Progression:***

- a. Continue and enhance the mentorship program to provide academic and career guidance to students.
- b. Organize semester skill development workshops focusing on communication, critical thinking, and employability skills.
- c. Encourage participation in extracurricular activities in the state/ national and International level
- d. Offer scholarships and financial aid to meritorious and economically disadvantaged students, with applications opening in April 2023.

***Criterion VI - Governance, Leadership, and Management:***

- a. Develop a comprehensive strategic plan that outlines the institution's mission, vision, and goals.
- b. Enable the advisory committee to equip students with Value & Skill based Courses & enhance Experiential Learning through extension and Community Engagement Programmes
- c. Develop a mentoring program for new faculty members to promote professional development and leadership skills.
- d. Establish a process for reviewing and updating the department's academic programs.

***Criterion VII - Institutional Values and Best Practices:***

- a. Promote a culture of inclusivity, gender sensitivity, and social responsibility through seminars, workshops, and awareness programs.
- b. Adopting inclusive and learner-centered teaching methods that cater to the diverse needs of students
- c. Foster a culture of transparency, accountability, and continuous improvement through periodic evaluations and feedback.
- d. Ensuring that the institution's academic and administrative processes are efficient, effective, and transparent, using technology as needed.



  
M. ABDUL AZEEZ  
PRINCIPAL  
KOTTAKKAL FAROOK ARTS & SCIENCE COLLEGE  
PARAPPUR(P.O) - 676 503