

## Mandatory incorporation of AICTE 10 point program in the action plan of participating institutes for the quarters starting from Oct.- Dec. 2017

(sample academic activities, but not limited to, to be included in action plan for institutes/ ATU)

### 1. Induction Programme: (1.1.2.1- Improving student learning)

- Identify mentor faculties (1:20)
- Training of faculty mentors by the induction coordinators who received training at regional workshops
- Conduct of induction programme for first year students.
  - Universal Human Values
  - Local Visits
  - Physical activities (through physical instructor, senior students, expert coaches)
  - Art and craft training (through art instructor, senior students)
  - Motivational Guest lectures (by eminent sociologists, NGO etc.)
- Identifying deficiencies in students about conceptual knowledge in Physics, Mathematics, Chemistry subjects & Communication Skills through survey or skill test
- Proficiency module as per the requirements of student (own faculty with honorarium/ hired experts)
- Student Feedback on induction training

#### Tentative plan

Activities	Oct.	Nov.	Dec.	Remarks
• Identify mentor faculties (1:20)				<b>Sept 2017</b>
• Training of faculty mentors by induction coordinators who received training	√			
• Identifying student subject deficiency				<b>Sept 2017</b>
• Conduct of induction programme for first year students. <ul style="list-style-type: none"> <li>○ Universal Human Values</li> <li>○ Local Visits</li> <li>○ Physical activities (through physical instructor, senior students, coaches)</li> <li>○ Art and craft training (through art instructor, senior students)</li> </ul>	√		√	
• Guest lectures	√	√	√	
• Proficiency module as requirement of student (own faculty with honorarium/ hired experts)	√	√	√	
• Student Feedback				<b>After Induction training (Jan)</b>

## 2. Start-Up: (1.1.2.3- Graduates employability)

- Appoint faculty coordinator/advisor
- Establishing Start-up cell/club with participation of students
- Identify location for Innovation and Start-up cell/ club for students (Including equipment and furniture like computer, Wi-Fi, table, chair, printer, stationary)
- Awareness drive/ workshops about the idea of 'Innovation' & 'Start-up'
- Identification of different problems in local/national areas to be worked upon (Identification of Innovation/start-up ideas)
- Need of Hour based Curriculum motivating students to generate innovative ideas
- Setting up of Tinkering Labs in institutes.
- Continuous Drive of Competitions: Idea stage, prototype stage, business plan, etc. every month
- Providing seed money to students for their projects. (Incentivisation through prizes, academic credits, appreciation, attendance relaxation etc.)
- Expert Lectures promoting innovation (TA/DA and other logistics)
- Motivation of students through local entrepreneurs
- E-summits, conferences, seminars and other Entrepreneurship fests (organising as well as attending)
- Exposure visits to start-ups, incubation centres, venture capitals, incubation/ research parks

### Tentative Plan

Activities	Oct	Nov	Dec	Remarks
• Appoint faculty coordinator/advisor	√			
• Establishing Start-up cell/club with students	√			
• Identify location for Innovation and Start-up cell (Including equipment like computer, Wi-Fi, table, printer,)	√			
• Awareness drive/ workshops about the idea of 'Innovation' & 'Start-up'	√			
• Identification of Innovative/ Disruptive problems in local/national areas to be worked upon		√		
• 'Need of Hour' based Curriculum	√	√	√	
• Setting up of Tinkering Labs in institutes	√	√		
• Continuous Drive of Competitions: Smart India Hackathon, Idea stage, prototype stage, business plan, etc every month		√	√	<b>Every Month</b>
• Providing seed money to students for their projects. (Incentivisation through prizes, academic credits, appreciation, attendance relaxation etc.)				<b>Jan- Feb 2018</b>
• Expert Lectures (TA/DA and other logistics)	√	√	√	
• Motivation through local entrepreneurs	√	√	√	
• E-summits, conferences, seminars and other Entrepreneurship fests (organising as well as attending)	√	√	√	
• Exposure visits to start-ups, incubation centres/ parks, venture capitals	√	√	√	

### 3. Revision of Curriculum: (1.1.2.8-Reforms/ Governance)

The mandate consists of 2 components i.e. consideration of AICTE model curriculum for immediate implementation and appropriate revision through industry consultation committee.

- Organizing workshops for faculty so as to implement AICTE model curriculum.
- Deliberations on feasibility of implementing model curriculum and incorporating appropriate changes on the basis local needs.
- Considering introduction of innovation component based on local needs In the institute curriculum. Considering interlinking of GoI initiatives with curriculum (Digital India, Make in India, Start-up etc)
- Identify industry experts for formation of subject wise Industry Consultation Committee (ICC) .
- Communication & follow up with identified members for their acceptance. Suggested functions:
  - Revision of curriculum
  - Vetting of PEO, PO, CO
  - Activities for industry institute interaction
  - Guidance/assistance on internships and placement
  - Finishing courses: design and implementation
  - Industry expert lectures, Student and faculty visits to industries
  - Final year projects with sponsorships
  - Collaborative research/consultancy for students and faculties
  - Providing technical inputs to start-ups.
- Examining AICTE model curriculum for its suitability of industry demand in ICC (December every year)

#### Tentative Plan

Activities	Oct	Nov	Dec
• Organizing workshops for faculty so as to implement AICTE model curriculum	√		
• Deliberations on feasibility of implementing model curriculum and incorporating appropriate changes on the basis local needs.	√	√	
• Identification of industry experts for formation of subject wise Industry Consultation Committee (ICC) .	√		
• Communication with identified members for their acceptance	√	√	
• Formation of ICC. Functions: <ul style="list-style-type: none"> <li>○ Revision of curriculum</li> <li>○ Vetting of PEO, PO, CO</li> <li>○ Activities for industry institute interaction</li> <li>○ Guidance/assistance on internships and placement</li> <li>○ Finishing courses: design and implementation</li> <li>○ Industry expert lectures, Student and faculty visits to industries</li> <li>○ Final year projects with sponsorships</li> <li>○ Collaborative research/consultancy for students and faculties</li> <li>○ Providing technical inputs to start-ups.</li> </ul>		√	√
• Examining the existing curriculum for its suitability of industry demand			√

#### 4. Industry Readiness: (1.1.2.3- Graduates employability)

- Establishing Training and Placement Cell (with students and faculties)
- Identifying requirements of students for making them industry ready through a team of faculty/external agency (as per world bank guidelines)
- Separate module & Training on leadership skills, entrepreneurship skills, managerial skills, communication skills, collaborative skills, etc. individually or collectively
- Organizing pre-placement programs for the students.
- Setting up Language Labs for communication skills.
- Organizing mock Interviews and Group Discussions.
- If required arrange crash courses on technical topics of respective disciplines. (Technical Refresher Courses)

#### Tentative Plan

Activities	Oct	Nov	Dec	Remarks
• Establishing Training and Placement Cell (with students and faculties)	√			
• Identifying requirements of students for making them industry ready through a team of faculty/external agency	√	√		
• Separate module & Training on leadership skills, entrepreneurship skills, managerial skills, communication skills, collaborative skills, etc. individually or collectively			√	<b>Any time after</b>
• Organizing pre-placement programs for the students.	√			
• Setting up Language Labs for communication skills.	√	√	√	
• Organizing mock Interviews and GDs.	√	√	√	
• If required arrange crash courses on technical topics of respective disciplines. (Technical Refresher Courses)	√	√	√	

## 5. SWAYAM: (1.1.2.6-MOOCs & Digital Learning)

(SWAYAM seeks to bridge the digital divide for students who have hitherto remained untouched by the digital revolution and have not been able to join the mainstream of the knowledge economy. It is an indigenous IT platform that facilitates hosting of 695 courses, taught in classrooms out of which 20% NPTEL courses are available to engineering students to be accessed by anyone, anywhere at any time. All the courses are interactive, prepared by the best teachers in the country, free of cost to the residents in India. The courses hosted on SWAYAM will be in 4 quadrants – (1) video lecture, (2) specially prepared reading material that can be downloaded/printed (3) self-assessment tests through tests and quizzes and (4) an online discussion forum for clearing the doubts.).

- Student & faculty registration on SWAYAM portal (<https://swayam.gov.in>)
- Establishment of Flipped Classroom (Computer Centre with internet & Audio-Visual room in Institute)
- Introducing flexibility of opting for credit transfer (As per UGC guidelines, 20% credit courses can be done through SWAYAM portal)
- If credit transfer not possible, at least 1 course done by students through SWAYAM (Non-credit)
- Appearing for examination & certification.

Activities	Oct	Nov	Dec	Remarks
• Student & faculty registration on SWAYAM portal	✓			
• Establishment of Flipped Classroom (Computer Centre with internet & Audio-Visual room in Institute)	✓	✓		
• Introducing flexibility of opting for credit transfer (As per UGC guidelines, 20% credit courses can be done through SWAYAM portal)			✓	Jan-Feb-Mar 2018
• If credit transfer not possible, at least 1 course done by students through SWAYAM (Non-credit)		✓	✓	Any Time After
• Appearing for examination & certification.			✓	Any Time After

## 6. SWAYAM Prabha: (1.1.2.6-MOOCs & Digital Learning)

(The SWAYAM PRABHA is a group of 32 DTH channels devoted to telecasting of high-quality educational programmes on 24X7 basis using the GSAT-15 satellite. Every day, there will be new content for at least (4) hours which would be repeated 5 more times in a day, allowing the students to choose the time of their convenience.. The contents are provided by NPTEL, IITs, UGC. The DTH Channels shall cover Curriculum-based course contents at post-graduate and under-graduate level for technical education. All courses would be certification-ready in their detailed offering through SWAYAM, the platform being developed for offering MOOCs courses.)

- Setting of infrastructure for SWAYAM Prabha (TV set with setup box, as per the world bank guidelines)
- Registration of faculties on SWAYAM for course certification. (Certification fees can be booked under TEQIP-III). Registration of at least 50% faculty every year is mandatory.
- Development of online courses for uploading it on SWAYAM (for ATUs)

### Tentative Plan

Activities	Oct	Nov	Dec	Remarks
• Setting infrastructure for SWAYAM Prabha (TV set with setup box, as per the world bank guidelines)		✓	✓	
• Registration of faculties on SWAYAM for course certification. (Certification fees can be booked under TEQIP-III). Registration of at least 50% faculty every year is mandatory.	✓	✓		
• Development of online courses for uploading it on SWAYAM (for ATUs)			✓	Jan-Feb-Mar 2018

## 7. Mandatory Internship: (1.1.2.11-Industry Institute Interaction)

- Identifying faculty coordinator
- Prepare discipline specific list of industries/ companies/ organisations (small scale, MSME, large scale, Internshala etc.)
- Updating your own website with all the details of students (contact info, CV, performance etc.) and preparing training and placement brochures
- Communication with the industries/ organisations/ companies with institute details and student profiles.
- Communication with Board of Apprenticeship Training for exploring additional avenues.
- MoU/ Agreement signing with the industries
- Awareness workshops for students to inform them regarding the different career paths.
- Arrange industry conclave
- Categorize students to take up internships depending upon the interest of the students (A survey could be done to identify interest of the students).
- Display of allocation of industry for internships (with proportionate funding)
- Issue of letters/NOC to the students and copy to industry.
- Seeking assistance from the mentor institution, where ever required.

### Tentative Plan

Activities	Oct	Nov	Dec	Remarks
• Identifying faculty coordinator	√			
• Prepare discipline specific list of industries/ companies/ organisations (small scale, MSME, large scale, Internshala etc.)	√			
• Updating your own website with all details of students (contact info, CV, performance etc.), prepare T & P brochure	√			
• Communication with the industries/ organisations/ companies with institute details and student profiles.	√	√	√	Can be done in Jan-Feb-Mar
• Communication with Board of Apprenticeship Training for exploring additional avenues.	√	√	√	Jan-Feb-Mar 2018
• MoU/ Agreement signing with the industries			√	Jan- Feb
• Awareness workshops for students to inform them regarding the different career paths.	√	√	√	
• Arrange industry conclave	√	√	√	
• Categorize students for internships based on interest (through a survey).				Jan-Feb-Mar
• Display of allocation of industry for internships (with proportionate funding)				Mar
• Issue of letters/NOC to the students and copy to industry.				Mar
• Seeking assistance from the mentor institution, where ever required.	√	√	√	Jan-Feb-Mar

## 8. Mandatory Accreditation: (1.1.2.8-Reforms/ Governance)

- Identifying faculty coordinator for institute as well as for each eligible department
- Conduct workshop for faculty on accreditation procedures & Norms
- Develop Vision & Mission statements, short term goals, strategies etc
- Formulate course outcomes, program outcomes & program education objectives
- Design & implement different formats/ rubrics for student assessment with respect to program outcomes
- Conduct Industry meeting & record minutes
- Conduct Alumni Meetings & record outcomes
- Develop feedback mechanism for collecting response of students, alumni (Tracer Studies), employers etc (through google forms)
- Prepare documentation for filling Self-Assessment Report (SAR)
- Prepare Institute in terms of laboratory & required documents for teaching & learning process (Laboratory, classrooms, Lab-manuals, Library Digitisation, Computer Centre, Infrastructure Utilisation, Faculty Profile, R&D Outputs, Student Projects, Industry Linkages etc)
- Appointment of faculty for filling up vacant positions so as to maintain desired student teacher ratio (1:15 UG & 1:12 PG) and also faculty cadre ratio (1:2:6)
- Uploading SAR and Payment of accreditation fees
- Preparation of Accreditation Visit

### Tentative Plan

Activities	Oct	Nov	Dec	Remarks
• Identifying faculty coordinator for institute as well as for each eligible department				To be completed in Sept
• Conduct workshop for faculty on accreditation procedures & Norms	√			
• Develop Vision & Mission statements, short term goals, strategies etc	√			
• Formulate course outcomes, program outcomes & program education objectives	√	√		
• Design & implement different formats/ rubrics for student assessment with respect to program outcomes	√			
• Conduct Industry meeting & record minutes	√			
• Conduct Alumni Meetings & record outcomes	√			
• Develop feedback mechanism for collecting response of students, alumni (Tracer Studies), employers etc (through google forms)	√			
• Prepare documentation for filling Self-Assessment Report (SAR)		√	√	
• Prepare Institute in terms of laboratory & required documents for teaching & learning process (Laboratory, classrooms, Lab-manuals, Library Digitisation, Computer Centre, Infrastructure		√	√	To be continues till May 2018



Utilisation, Faculty Profile, R&D Outputs, Student Projects, Industry Linkages etc)				
• Appointment of faculty for filling up vacant positions so as to maintain desired student teacher ratio (1:15 UG & 1:12 PG) and also faculty cadre ratio (1:2:6)	√	√	√	Continuous process till ratio is obtained
• Uploading SAR and Payment of accreditation fees				Before May 2018
• Formulation & Implementation of strategies if requisite score is not obtained in Self-assessment				
• Preparation of Accreditation Visit				