



MAZHARUL ULOOM COLLEGE, AMBUR

(Recognized by UGC under section 2f and 12B, Affiliated to Thiruvalluvar University, Vellore)



Policies

Academic Committee Policy



MAZHARUL ULOOM COLLEGE, AMBUR

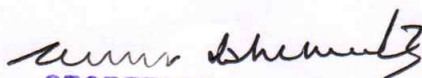
Academic Committee Policy Document

Academic Committee is centralized (college level) committee responsible for regulating and implementing different academic activities. It is meant for smooth and uniform conduction of academics throughout the college. The college is having a duly constituted Academic Committee to formulate long term and short term development programmes for the college to achieve academic excellence in tune with the policies of the affiliating University.

Academic Committee takes care of all the academic affairs of the college, encompassing students, academic staff, academic planning, instructional and delivery issues, co curricular activities and discipline and so on. It is the prime responsibility of Academic Committee to endeavor and ensure the best practices are implemented and standards are maintained. It also holds responsibility for conducting practices like academic award functions to honour students for their academic excellence.

Objectives

1. To prepare workload and teaching of each departments
2. To prepare Master Time table for academic year.\
3. To Update & Verify the University Syllabus
4. To Train the faculty members to adopt the Innovative Teachings Pedagogie
5. To Verify the academic related documents like CIA file, University result analysis, slow learners & Advanced Learner files etc.
6. To give Counselling to the dropout students
7. To enhance remedial education
8. To maintain Annual Academic Reports for the college
9. To maintain Students Achievement Tracking Reports for each academic years.
10. To conduct students Skill Development Program
11. To coordinate with all academic related committees of the College


SECRETARY
MAZHARUL ULOOM COLLEGE
AMBUR - 635 802.


PRINCIPAL
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