MAR ATHANASIUS COLLEGE (AUTONOMOUS) KOTHAMANGALAM
KERALA 686666
UNDER GRADUATE PROGRAMMES (HONOURS) REGULATIONS, 2024
[MAC-UGP (Honours)]
(2024 Admission onwards)

PREAMBLE

The University Grants Commission (UGC) has issued the Curriculum and Credit Framework for Undergraduate Programmes 2023 (CCFUP) which would provide a flexible choice-based credit system, multidisciplinary approach, multiple entry and exit options, and establish three Broad Pathways, (a) 3-year UG Degree, (b) 4-year UG Degree (Honours), and (c) 4-year UG Degree (Honours with Research).

The Kerala Higher Education Reforms Commission has recommended a comprehensive reform in the undergraduate curriculum for the 2023-24 academic year, adopting 4-year undergraduate programs to bring Kerala's undergraduate education at par with well acclaimed universities across the globe.

The Kerala State Curriculum Committee for Higher Education has been constituted, and have proposed a model Kerala State Higher Education Curriculum Framework (KSHECF) for Undergraduate Education.

Further, an Executive Committee and various sub committees were constituted for the implementation of the Regulations. The subcommittee on Rules and Regulations submitted the draft regulations on 27-02-2024, namely: **THE MAHATMA GANDHI UNIVERSITY UNDER GRADUATE PROGRAMMES (HONOURS) REGULATIONS, 2024 {MGU-UGP (Honours)}** under the New Curriculum and Credit Framework, 2024.

The Academic Council and Governing Body of Mar Athanasius College (Autonomous) resolved to adopt the regulation of Mahatma Gandhi University with necessary changes.

REGULATIONS

1. **Short Title and Commencement**

These Regulations may be called The **Mar Athanasius College (Autonomous) Kothamangalam Under Graduate Programmes (Honours) Regulations, 2024 [MAC-UGP (Honours)]** under the New Curriculum and Credit Framework 2024.

These Regulations will come into effect from the academic year 2024-2025 and will have prospective effect.

2. **Scope, Application**

i) These Regulations shall apply to all Under Graduate programmes under various

Faculty except B. Voc programmes conducted by Mar Athanasius College (Autonomous) Kothamangalam for the admissions commencing in the academic year 2024- 2025.

ii) Every programme conducted under the MAC-UGP shall be monitored by the Academic Council of the college.

3. **Definitions**

Unless context otherwise required,

i) University means MAHATMA GANDHI UNIVERSITY established by an Act of the State Legislature.

ii) 'Act' means the MAHATMA GANDHI University Act 1985;

iii) 'College' means MAR ATHANASIUS COLLEGE (AUTONOMOUS) KOTHAMANGALAM affiliated to Mahatma Gandhi University, Kottayam;

iv) FYUGP means Four Year Under Graduate Programme.

v) Academic Year: Two consecutive (one odd and one even) semester followed by a vacation in one academic year.

vi) Academic Coordinator/Nodal Officer: Academic Coordinator/Nodal Officer is a faculty nominated by the Academic council to co-ordinate the effective conduct of the FYUGP including Continuous Comprehensive Assessment (CCA) undertaken by various departments within the college. She/ he shall be the convenor for the Academic Committee.

vii) Academic Week: A unit of five working days in which the distribution of work is organized, with five contact hours of one-hour duration on each day.

viii) Academic Credit: A unit by which the course work is measured. It determines the number of hours of instructions required per week in a semester. It is defined both in terms of student efforts and teacher's efforts. A course which includes one hour of lecture or tutorial or minimum 2 hours of lab work/ practical work/ field work per week is given one credit hour. Accordingly, one credit is equivalent to one hour of lecture or tutorial or two hours of lab work/ practical work/ field work/ practicum and learner engagement in terms of course related activities (such as seminar preparations, assignment submission, group discussion, recognized club-related activities etc.) per week. Generally, a one credit course in a semester should be designed for 15 hours Lecture/ tutorials or 30 hours of practical/ field work/ practicum and 30 hours learner engagement.

ix) Academic Bank of Credits (ABC): An academic service mechanism as a digital/ virtual entity established and managed by Government of India to facilitate the learner to become its academic account holders and facilitating seamless learner mobility, between or within degree-granting Higher Education Institutions (HEIs) through a formal system of credit recognition, credit accumulation, credit transfers and credit redemption to promote distributed and flexible process of teaching and learning. This will facilitate the learner to choose their own learning path to attain a Degree/ Diploma/ Certificate, working on the principle of multiple entry and exit,

keeping to the doctrine of anytime, anywhere, and any level of learning.

x) Credit Accumulation: The facility created by ABC in the Academic Credit Bank Account (ABA) opened by the learner across the country in order to transfer and consolidate the credits earned by them by undergoing courses in any of the eligible HEIs.

xi) Credit Recognition: The credits earned through eligible/ partnering HEIs are transferred directly to the ABC by the HEIs concerned.

xii) Credit Redemption: The process of commuting the accrued credits in the ABC of the learner for the purpose of fulfilling the credits requirements for the award of various degrees. Total credits necessary to fulfil the criteria to get a degree shall be debited and deleted from the account concerned upon collecting a degree by the learner.

xiii) Credit Transfer: The mechanism by which the eligible HEIs registered with ABC are able to receive or provide prescribed credits to individual's registered with ABA in adherence to the UGC credit norms for the course(s) registered by the learner in any HEIs within India.

xiv) Credit Cap: Maximum number of credits that a student can take per semester, which is restricted to 30.

xv) Continuous Comprehensive Assessment (CCA): The mechanism of evaluating the learner by the course faculty at the institutional level.

xvi) End Semester Evaluation (ESE): The mechanism of evaluating the learner at the end of each semester.

xvii) Audit Course: a course that the learner can register without earning credits, and is not mandatory for completing the MAC-UGP. The student has the option not to take part in the CCA and ESE of the Audit Course. If the student has 75% attendance in an Audit Course, he/she/they is eligible for a pass in that course, without any credit (zero-credit).

xviii) Courses: refer to the papers which are taught and evaluated within a programme, which include lectures, tutorials, laboratory work, studio activity, field work, project work, vocational training, viva, seminars, term papers, presentations, assignments, self-study, group discussion, internship, etc., or a combination of some of these elements.

xix) Choice Based Credit System (CBCS) means the system wherein students have the option to select courses from the prescribed list of courses.

xx) Academic Committee: Is a committee constituted for the FYUGP at the college level comprising the Principal as the Chairperson, the Academic Co- ordinator/ Nodal Officer as its convenor.

xxi) Academic Co-ordinator/ Nodal Officer: A senior faculty member nominated by the Academic council.

xxii) Course Faculty: A faculty member nominated by the Head of the Department shall be in charge of offering a particular course in a particular semester of FYUGP.

xxiii) Department means any teaching department in the college offering a course of study approved by the University as per the Statutes and the Act of the University.

xxiv) Senior Faculty Advisor (SFA) is a faculty nominated by a Department Council

to co-ordinate all the necessary work related to FYUGP undertaken in that department, including the continuous comprehensive assessment.

xxv) Department Council means the body of all teachers of a department in the college.

xxvi) Faculty Advisor (FA) means a teacher from the parent department nominated by the Department Council to advise students in academic matters.

xxvii) Graduate Attributes means the qualities and characteristics to be obtained by the graduates of a programme of study at the College which include the learning outcomes related to the disciplinary areas in the chosen field of learning and generic learning outcomes. The college will specify graduate attributes for its programmes.

xxviii) Programme means the entire duration of the educational process including the evaluation leading to the award of a degree.

xxix) Programme Pathway: Combination of courses that can be chosen by a student that give options to pursue interesting and unconventional combinations of courses

drawn from different disciplinary areas, like the sciences and the social sciences/ humanities. The pathways could be in terms of major- minor options with different complementary/ allied disciplines.

xxx) Regulatory Body means University Grants Commission (UGC), National Assessment and Accreditation Council (NAAC), Mahatma Gandhi University, Kottayam, etc.

xxxi) Signature Courses: Signature courses are the specialized Discipline Specific Elective courses or skill-based courses designed and offered by the regular/ adhoc/ visiting/ emeritus/ adjunct faculty member of the college with the prior recommendation of the BoS and the approval of Academic Council.

xxxii) Letter Grade or simply 'Grade' in a course is a letter symbol (O, A+, A, B+, B, C, P, F, and Ab). Grade shall mean the prescribed alphabetical grade awarded to a student based on their performance in various examinations. The Letter grade that corresponds to a range of CGPA.

xxxiii) Grade Point: Each letter grade is assigned a 'Grade point' (G) which is an integer indicating the numerical equivalent of the broad level of performance of a student in each course. Grade Point means point given to a letter grade on 10-point scale.

xxxiv) Semester Grade Point Average (SGPA) is the value obtained by dividing the sum of credit points obtained by a student in the various courses taken in a semester by the total number of credits in that semester. SGPA shall be rounded off to two decimal places. SGPA determines the overall performance of a student at the end of a semester.

xxxv) Credit Point (P) of a course is the value obtained by multiplying the grade point (G) by the credit (C) of the course: $P = G \times C$

xxxvi) Cumulative Grade Point Average (CGPA) is the value obtained by dividing the sum of credit points in all the semesters earned by the student for the entire programme by the total number of credits in the entire programme and shall be rounded off to two decimal places.

xxxvii) Grade Card means the printed record of students' performance, awarded to them.

xxxviii) Words and expressions used and not defined in this regulation, but defined in

the Mahatma Gandhi University Act and Statutes shall have the meaning assigned to them in the Act and Statutes.

4. **Features and Objectives of MAC-UGP**

The features and objectives of the MAC-UGP shall be:

i) The features, meaning, and purpose of FYUGP shall be as stipulated by the UGC and as adapted by the Kerala State Higher Education Curriculum Framework (KSHECF) for undergraduate education.

ii) The practice of lateral entry of students to various semesters exists, but an exit with a Degree shall be awarded only upon successful completion of 133 credits as per the conditions stipulated in this regulation.

iii) FYUGP shall have three Broad Pathways, (a) 3-year UG Degree, (b) 4-year UG Degree (Honours), and (c) 4-year UG Degree (Honours with Research).

iv) Students who choose to exit after 3 years shall be awarded UG Degree in their respective Discipline/ Disciplines after the successful completion of the required minimum Courses with 133 credits.

v) A 4-year UG Degree (Honours) in the Discipline/ Disciplines shall be awarded to those who complete the FYUGP with a specific number of Courses with 177 credits including 8 credits from a graduate project/ dissertation in their major discipline.

vi) Students who acquire minimum 75% in their graduation (upto 6th semester) are eligible for Honours with Research Programme. However if necessary, the college may conduct screening test for the Honours with research programme in accordance with University Regulations time to time.

vii) 4-year UG Degree (Honours with Research): Students who aspire to pursue research as a career may opt for 4-year UG Degree Honours with Research stream under FYUGP with a specific number of Courses with 177 credits including 12 credits from a research project in their major discipline.

viii) The recognized research departments or departments with at least two faculty members having PhD shall offer the Honours with Research programme. Minimum 2 students (mentees) should be allotted to a faculty member (Mentor).

ix) Students who have chosen the honours with research stream shall do their entire fourth year under the mentorship of a mentor.

x) The mentor shall prescribe suitable advanced level/capstone level courses for a minimum of 20 credits to be taken within the institutions along with the courses on research methodology, research ethics, and research topic-specific courses for a minimum of 12 credits which may be obtained either within the institution or from other recognized institutions, including online and blended modes.

xi) Students who have opted for the Honours with Research should successfully complete a research project under the guidance of the mentor and should submit a research report for evaluation. They need to defend successfully the research project to obtain 12 credits under a faculty member of the University/ College/ Recognized Research Institute. The research shall be in the Major/ allied discipline.

xii) The research outcomes of their project work may be published in peer-reviewed

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journals or presented at conferences or seminars or patented.

xiii) The proposed FYUGP curriculum comprises Three Broad Parts: a) Foundation Components, b) Discipline Specific Pathway components (Major/ Minor), and c) Discipline Specific Capstone Components.

xiv) The Foundation component of the FYUGP shall consist of a Set of General Foundation Courses and a Set of Discipline Specific Foundation Courses.

xv) General Foundation Courses shall be grouped into 4 major baskets as Ability Enhancement Courses (AEC), Skill Enhancement Courses (SEC), Value Addition Courses (VAC), and Multi-Disciplinary Courses (MDC).

xvi) Ability Enhancement Courses shall be designed specifically to achieve competency in English, other languages as per the student's choice with special emphasis on language and communication skills.

xvii) English or other language courses shall be designed to enable the students to acquire and demonstrate the core linguistic skills, including critical reading, academic and expository writing skills as well as the cultural and intellectualheritage of the language chosen. Separate courses will be designed for Science, Humanities and Commerce streams.

xviii) Multi-Disciplinary Courses (MDC) shall be so designed as to enable the students to broaden their intellectual experience by understanding the conceptual foundations of Science, Social Sciences, Humanities, and Liberal Arts. Students shall not be eligible to take the MDC in the same discipline that they have studied during their +2. Third semester MDC can be Kerala specific content/Indian Knowledge System.

xix) Skill Enhancement Courses (SEC) shall be designed to enhance 21st century workplace skills such as creativity, critical thinking, communication, and collaboration.

xx) Discipline Specific Courses shall include Discipline Specific Pathway Courses, both Major and Minor streams, enabling students to gain basic knowledge in the chosen discipline.

xxi) Discipline Specific Foundation Courses shall focus on foundational theories, concepts, perspectives, principles, methods, and critical thinking essential for taking up advanced/ Capstone Courses. Practical courses shall be included in discipline specific foundation courses.

xxii) The curriculum of the SEC should be designed in a manner that at the end of year-1, year-2, year-3, and year-4 students are able to meet the level descriptors for levels 5, 6, 7, and 8 of the UGC Guidelines on National Skills Qualifications Framework (NSQF).

xxiii) Value Addition Courses (VAC) shall be so designed as to empower the students with personality development, perspective building, and self-awareness.

xxiv) Discipline Specific Pathway Components (Major/ Minor) shall provide the students with an opportunity to pursue in-depth study of a particular subject or discipline and develop competency in that chosen area, which includes Discipline Specific Core (DSC) courses and Discipline Specific Elective (DSE) courses as Major and Minor courses.

xxv) Major components consist of three types: Discipline Specific Core or the Discipline Specific Elective Courses, and the research /laboratory/ fieldwork.

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xxvi) Minor Courses can be selected from any discipline that may supplement or complement the Major Courses.

xxvii) Students who complete a sufficient number of Courses in a discipline or an interdisciplinary area of study other than their chosen Major shall qualify for a Minor in that discipline or in a chosen interdisciplinary area of study.

xxviii) Major Components shall be the main focus of study. By selecting a Major, the student shall be provided with an opportunity to pursue an in-depth study of a particular discipline.

xxix) Each Board of Studies (BoS) shall identify specific Courses or baskets of Courses towards Minor Course credits. Students shall have the option to choose Courses from disciplinary/ interdisciplinary minors and skill-based courses related to a chosen programme.

xxx) Students can opt for a change of Major at the end of the second semester to any Minor discipline studied among the foundation level courses. Students also can opt for a change of Major at the end of the second semester to any MDC.

xxxi) Students should opt their 5th and 6th semester VAC and SEC from their Major disciplines only.

xxxii) Course cum Credits Certificate: After the successful completion of a semesteras proof for re-entry to another institution this certificate is essential. This will help the learner for preserving the credits in the Academic Bank of Credits.

xxxiii) The Advanced Level/ Capstone Level Courses shall be designed in such a manner as to enable students to demonstrate their cumulative knowledge in their main field of study, which shall include advanced thematic specialization or internships or community engagement or services, vocational or professional training, or other kinds of work experience.

xxxiv) Advanced/ Capstone level Major Specialization shall include Courses focused on a specific area of study attached to a specific Major, which could be an Elective Course. They shall include research methodology as well.

xxxv) The student has the option to register for and attend a course without taking part in the CCA and ESE of that course. Such a course is called the **Audit Course**. If the student has 75% attendance in an Audit Course, he/she/they is eligible for a pass in that course, without any credit (zero-credit). The Audit Course will be recorded in the final grade card of the student.

xxxvi) All students shall undergo Summer Internship or Apprenticeship in a Firm, Industry or Organization; or Training in labs with faculty and researchers or other Higher Education Institutions (HEIs) or Research Institutions. The college will follow the guidelines for Internship Programmes published by the University from time to time.

xxxvii) Students will be provided the opportunities for internships with local industries, business organizations, agriculture, health and allied sectors, Local Government institutions (such as panchayats, municipalities), State Planning Board, State Councils/ Boards, Research Institutions, Research Labs, Library, elected representatives to the parliament/ state assembly/ panchayath, media organizations, artists, crafts persons etc. These opportunities will enable the students to actively engage with the practical aspects of their learning and toimprove their employability.

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xxxviii) The college will provide opportunities for field-based learning/minor projects enabling them to understand the different socio-economic and development-related issues in rural and urban settings. The college will provide the students with opportunities for Community engagement and services, exposing them to socio-economic issues to facilitate theoretical learning in real-life contexts.

xxxix) Additional Credits will be awarded for those who actively participating in Social Activities, which may include participation in National Service Scheme (NSS), Sports and Games, Arts, participation in University/ college union related activities (for respective elected/ nominated members), National Cadet Corps (NCC), adult education/ literacy initiatives, mentoring school students, and engaging in similar social service organizations that deemed appropriate to the University.

xl) Grace marks shall be awarded to a student for meritorious achievements in cocurricular activities (in Sports/ Arts/ NSS/ NCC etc.). Such a benefit is applicable in the same academic year spreading over two semesters, in which the said meritorious achievements are earned. The college will follow the guidelines of the University regarding the awarding of grace marks.

xli) Options will be made available for students to earn credit by completing quality-assured remote learning modes, including Online programmes offered on the Study Webs of Active-Learning for Young Aspiring Minds (SWAYAM) or other Online Educational Platforms approved by the competent body/university from time to time.

xlii) Students shall be entitled to gain credits from courses offered by other recognized institutions directly as well as through distance learning.

xliii) For the effective operation of the FYUGP, a system of flexible academic transaction timings shall be implemented for the students and teachers.

5. Eligibility for Admission and Reservation of Seats

i) The eligibility for admissions and reservation of seats for various FYUG Degree Programmes shall be in accordance with the norms/ rules made by the Government/ University from time to time.

ii) No student shall be eligible for admission to FYUG Degree Programmes in any of the disciplines unless he/she/they has successfully completed the examination conducted by a Board/University at the +2 level of schooling or its equivalent.

iii) Students shall be admitted and enrolled in the respective programmes solely based on the availability of the academic and physical facilities within the institution. The College shall provide all students with a brochure detailing the Courses offered by the various departments under the various Programmes and the number of seats sanctioned by the University for each Programme.

iv) During the time of admission each student may be provided with a unique higher education student ID which may be linked with the Aadhar number of the student so that this ID can be transferred if required to other higher education institutions as well.

v) The students at the end of second semester may be permitted to change their major programme of study to any course/ institution/ university across the state. Based on the availability of seats and other facilities, the students may be permitted to opt any discipline which he/she/they had studied during the first two semesters as Discipline

Specific Foundation courses/ Multidisciplinary Foundation courses. If ranking is required it will be in the order of the highest-grade points secured in the discipline to which the switching of Major is sought.

vi) Students shall be allowed to change their major programmes, if required, to a maximum of 10% of the sanctioned strength of that particular programmes depending upon the academic and infrastructural facilities available in the Institution.

vii) Depending upon the availability of academic and infrastructural facilities, the Institution may also admit a certain number of students who are registered for particular programmes in each semester by transfer method, if required, from other Institutions subject to conditions as may be issued by the University.

viii) A student who has already successfully completed a First-Degree Programme and is desirous of and academically capable of pursuing another First-Degree Programme may also be admitted with the prior approval of the University as per the conditions regarding programme requirements specified by the University.

ix) A Student can also be admitted for an additional major/ second major/ additional minor and on completion of the required credits he/she/they can be awarded a second major/ additional major/ minor. He/she/they may be exempted from minor pathway and general foundation course requirement.

x) The HEIs can also enroll students in certain courses as per their choice depending upon the availability of infrastructure and other academic facilities from other recognized HEIs who are already registered for a particular programmes there either through regular/ online/ distance mode irrespective of the nature of programme (Govt/ Aided/ Self- finance/ Autonomous). On successful completion of the course the credits may be transferred through the Academic Bank of Credit.

6. **Academic Monitoring and Student Support**

The academic monitoring and student support shall be in the following manner, namely

i) College should appoint a Senior Faculty member as Academic Co-ordinator/ Nodal officer for the smooth conduct of FYUGP.

ii) Advisory System: There shall be one Senior Faculty Advisor (SFA) for each department and one Faculty Advisor (FA) for 20 to 30 students of the class to provide advice in all relevant matters. The Head of the Department, in consultation with the SFA, shall assign FA for each student.

iii) The documents regarding all academic activities of students in a class shall be kept under the custody of the FA/ SFA.

iv) All requests/ applications from a student or parent to higher offices are to be forwarded/ recommended by FA/ SFA.

v) Students shall first approach their FA/ SFA for all kinds of advice, clarifications, and permissions on academic matters.

vi) It is the official responsibility of the institution to provide the required guidance, clarifications, and advice to the students and parents strictly based on the prevailing academic regulations.

vii) The SFA shall arrange separate or combined meetings with FA, faculty members,

parents, and students as and when required and discuss the academic progress of students.

viii) The FA/ SFA shall also offer guidance and help to solve the issues on academic and non-academic matters, including personal issues of the students.

ix) Regular advisory meetings shall be convened immediately after the commencement of the semester and immediately after announcing the marks of the Continuous Comprehensive Assessment (CCA).

x) The CCA related results shall be uploaded on the College portal only after displaying the same on the department notice board/ other official digital platforms of the college at least for two working days.

    a) Any concern raised by the students regarding CCA shall be looked into in the combined meetings of course faculty, faculty advisor and the students concerned.

    b) If the concerns are not resolved at the course faculty level, the same can be referred to the properly constituted department-level grievance redressal committees as per the existing UGC/ University/ Government norms.

    c) If the students raise further concerns about the issue, the principal shall refer the issue to the College- level grievance committee with proper documents and minutes of all the committees.

    d) The Principal/ HOD shall ensure the proper redressal of the concerns raised by the students regarding CCA.

xi) The FA/ SFA shall be the custodian of the minutes and action taken reports of the advisory meetings. The SFA shall get the minutes and action taken reports of advisory meetings approved by the Head of Department and the Principal. It shall be the duty of the HoD and the Principal to produce them before the University as and when required.

xii) The Principal shall inform/ forward all regulations, guidelines,communications, announcements, etc. issued by the University regarding student academic and other matters to the HODs/ SFA for information and timely action.

xiii) It shall be the official responsibility of the Principal to extend the required administrative and financial support to the HODs, SFAs and FAs to arrange necessary orientation programmes for students regarding student counselling, the prevailing University norms, regulations, guidelines and procedures on all academic and other University related matters.

xiv) An integrated educational planning and administration software will be made available by the college to manage the academic information of all students which include student admissions and registration, managing student personal and academic information, course registrations, attendance management, all process related to assessments including regular & online examinations, grading, publishing of results, supplementary examinations, LMS, stakeholders' feedback, etc.

xv) Faculty, staff, students, and parents shall be allowed to access this software system over a highly secure authenticated mechanism from within the campus and outside the campus.

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7. **Course Registration**

   i) The college shall publish well in advance the relevant details of courses offered, such as the name, academic level, expected outcomes, time slot, and course faculty members.

   ii) Students shall be allowed to visit and interact with respective faculty members during the first week of each semester, to gather more information about the courses and the availability of seats.

   iii) Based on consultations and advice from the faculty adviser, each student shall complete course registration within one week from the commencement of each semester.

   iv) The number of credits that a student can take in a semester is governed by the provisions in these Regulations, subject to a minimum of 16 and a maximum of 30 Credits.

   v) A student can opt out of a Course or Courses registered, subject to the minimum Credit/ Course requirement, if he/she/they feels that he/she/they has registered for more Courses than he/she/they can handle, within 30 days from the commencement of the semester.

   vi) The college shall publish a list of the students registered for each course including audit course, if any, along with the chosen Programmes, repeat/ reappearance courses, if any, and shall forward the same to the university.

   vii) The college shall admit candidates not only for programmes, but also for courses.

8. **Re-admission and Scheme Migration**

   i) Students who opt out before the completion of the third year shall be provided with a 'Course cum Credits Certificate' after the successful completion of a semester as proof for re-entry to another institution.

   ii) Students who have successfully completed a particular programme pathway may be permitted to take an additional minor or second major.

   iii) Those students who are opting for a second major are eligible for getting certain credit transfer/ credit exemption from their previous minor programs of study, subject to the prior recommendation of the BoS that, those credits are relevant for the present major programme of study.

9. **Duration of Programmes, Credits Requirements and Options**

   i) Students will be offered the opportunity to take breaks during the programme and resume after the break, but the total duration for completing the FYUG programme shall not exceed 7 years.

   ii) Students who wish to complete the undergraduate programmes faster may do so by completing different courses equivalent to the required number of credits and fulfilling all other requirements in N-1 semesters, where N is the number of semesters in the FYUGP.

   iii) Provided further that the students may complete the undergraduate programmein

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slower pace, they may pursue the three years or six semester programme in 4 to 5 years (8 to 10 semesters), and four years, or eight semester programme in5 to 6 years (10 to 12 semesters) without obtaining readmission.

iv) For students who crossed 6 semesters at a slower space, the requirement of 16 credits per semester from the institutions where they enrolled may be relaxed.

10. Credit Structure

The proposed number of credits per course and the credit distribution of them for the FYUG Programmes are given below-

i) An academic year shall consist of 200 working days; one semester consists of 90 working days; and an academic year consists of two semesters.

ii) Ten working days in a semester shall be used for extracurricular activities. One semester consists of 18 weeks with 5 working days per week. In each semester, 15 days (3 weeks) should be kept aside for End Semester Evaluation (ESE) and CCA.

iii) The maximum number of available weeks for curriculum transactions should be fixed at 15 in each semester. A minimum of 5 teaching or tutorial hours could be made available for a day in a 5-day week.

iv) A course that includes one hour of lecture/ tutorial or two hours of lab work/ practical work/ field work/ practicum per week is given one credit hour.

v) One credit in a semester should be designed for 15 hours of lectures/ tutorials or 30 hours of lab work/ practical work/ field work/ practicum and 30 hours of learner engagement in terms of course-related activities such as seminar preparation, submitting assignments, etc.

vi) A one-credit seminar or internship or studio activities or field work/ projects or community engagement and service will have two-hour engagements per week (30 hours of engagement per semester).

vii) A course can have a combination of lecture credits, tutorial credits, and practicum credits.

viii) Minimum credit for one Course should be 2 (Two), and the maximum credit should be 4 (Four).

ix) All Discipline Specific Major/ Minor Courses shall be of 4 (Four) credits.

x) For all Discipline Specific Major/ Minor Courses, there may be practical/ practicum of two or four hours per week.

xi) All Courses under the Multi-Disciplinary, Ability Enhancement, Value Addition and Skill Enhancement categories are of 3 credits.

xii) Summer Internship, Apprenticeship, Community outreach activities, etc. may require sixty hours (or as appropriate) of engagement for acquiring one credit.

xiii) A student shall be able to opt for a certain number of extra credits over and above the requirements for the award of a degree.

xiv) Maximum number of credits that a student can earn per semester shall be restricted to 30. Hence, a student shall have the option of acquiring credits to a maximum of 180 credits for a 6-semester UG programmes and 240 credits fora 4-year (8-semester) programmes.

xv) Each faculty member shall offer a maximum of 16 credits per semester. However

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those who are offering both practical and theory courses shall offer a maximum of 12-16 credits per semester.

xvi) For a four-credit theory course, 60 hours of lecture/ tutorial class shall be assured as a mandatory requirement for the completion of that course.

11. Course Structure of the MAC-UGP Programmes

The MAC-UGP consists of the following categories of courses and the minimumcredit requirements for pathway option-one shall be as follows;

Sl. No.	Categorization of Courses for all Programmes	Minimum Number of Credit Required	
		3-year UG	**4-year UG**
1	Major	68	88
2	Minor	24	24+12*
3	Multi-Disciplinary Courses (MDC)	9	9
4	Skill Enhancement Courses (SEC)	9	9
5	Ability Enhancement Courses (AEC)	12	12
6	Value Addition Courses (VAC)	9	9
7	Summer Internship, field based learning etc.	2	2
8	Research Project / Dissertation		12/8**
	Total Credits	**133**	**177**

* The students can acquire advanced/ capstone level courses with 12 credits from their DSC/ DSE/ Minor courses depending up on their pathway choice.The Minor courses can be of level 300 or above.

** The students perusing the 4-year honours with research have to complete a project with 12 credits and for the 4-year honours degree students have to complete a project with 8 credits and DSC/ DSE capstone/ advanced level course in the 8th semester.

i) 20% syllabus of each course will be prepared by the teacher as 'Teacher Specific Content' and will be evaluated under CCA.

ii) In case of MDC, SEC, VAC courses coming under 3rd & 4th semester, college should make necessary arrangements to give adequate preference to courses designed by language departments. MDC in the 3rd semester can be Kerala Specific Content.

12. Academic Levels of Pathway Courses

Semester	Difficulty level	Nature of Course
1 & 2	100-199	Foundation level or introductory courses

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3 & 4	200-299	Intermediate level courses
5 & 6	300-399	Higher level courses
7 & 8	400-499	Advanced/Capstone level courses

13. Signature Courses

i) With a prior recommendation of BoS and the approval of academic council,each faculty member can design and offer at least one signature course in every semester, which may be offered as DSE /SEC/ VAC.

ii) The college shall publish a list of signature courses in DSE/ SEC/ VAC offered by the faculty members with a prior recommendation of BoS and the approval of academic council.

iii) An institution may empanel distinguished individuals who have excelled in their field of specialization like science and technology, industry, commerce, social research, media, literature, fine arts, civil services etc. as adjunct faculty as per the UGC guidelines with the approval of the Academic Council. With a prior recommendation of BoS and the approval of academic council, the adjunct faculty can offer SEC/ VAC as signature course.

iv) Adhoc/ Guest faculty/ Visiting faculty/ Visiting Scholars can also offer DSE/ SEC/ VAC as signature courses with a prior recommendation of BoS and the approval of academic council.

v) The faculty concerned may design the particular course and it should be forwarded to the Academic Council after the approval of the BoS.

vi) The examinations and evaluation of the signature courses designed by the faculty shall be conducted by the faculty themselves and an external expert faculty chosen by the college from a panel of experts submitted by the faculty and recommend by the BoS concerned.

14. Programme Pathways and Curriculum Structure

Students who have joined for any programme under these regulations shall have the option to choose the following pathways for their UG degree and Honours programme.

i. **Degree with single Major**: A student pursuing the FYUG programme in a specific discipline shall be awarded a Major degree if he secures at least 50% of the total credits in the specific discipline required for the award of the Degree in that Discipline.
Example: Physics Major/ Economics Major/ Commerce Major

ii. **Degree Major with Minor**: If a student pursuing the FYUG Programme is awarded a Major Degree in a particular discipline, he/she/they are eligible to be awarded a Minor in another discipline of his choice, if he earns a minimum of 32 credits (approximately 25% of credit required for the three-year programme) from 8 pathway courses in that discipline.
Example: Physics Major with Chemistry Minor/ Chemistry Major with English Minor/ Commerce Major with Economics Minor/ English Major with Functional

English Minor/ Hindi Major with Malayalam Minor etc.

iii. **Major with Multiple Disciplines of Study**: This pathway is recommended for students who wish to develop core competencies in multiple disciplines of study.In this case, the credits for the minor pathway shall be distributed among the constituent disciplines/ subjects. If a student pursuing FYUG Degree Programme is awarded a major Degree in a particular discipline, he/she/they are eligible to get mentioned his core competencies in other disciplines of his choice if he has earned 12 credits from the pathway courses of that discipline.

Example: Physics Major with Minors in Chemistry and Mathematics, Economics Major with Minors in History and English, Commerce Major with Minors in Economics and Statistics.

iv. **Interdisciplinary Major**: For these programme pathways, the credits for the major and minor pathways shall be distributed among the constituent disciplines/subjects to attain core competence in the interdisciplinary programme.

Example: Econometrics Major, Global Studies Major, Biostatistics Major.

v. **Multi-Disciplinary Major**: For multidisciplinary major pathways, the credits for the major and minor pathways will be distributed among the broad disciplines such as Life Sciences, Physical Sciences, Mathematical and Computer Sciences, Data Analysis, Social Sciences, Humanities, etc.

Example: Life Science, Data Science, Nano Science.

vi. **Degree with Double Major**: A student who secures a minimum of 50% credits from the first major will be awarded a second major in another discipline if he could secure 40% of credit from that discipline for the 3-year/ 4-year UG degree to be awarded a double major degree.

Example: Physics and Chemistry Major, Economics and History Major, Economics and History Major, Commerce and Management Major.

Pathway Option 1 - Degree Major or Major with Multiple Disciplines of Study

BoS can include 2 practical courses in 5th semester and 3 practical courses in 6th semester in any of the 6 courses distributed in each semester.

Course Components	No. of Courses											
	Semester1	Semester 2	Semester 3	Semester 4		Semester 5#	Semester 6#	Total	Remarks	Semester 7	Semester 8	Total
DSC A (4 Credit /Course)	1(P)	1(P)	3 (2P)	3 (2P)		5	4	17	7 Out of 17 can be opted as DSE	3	2	22
DSC B & C (4 Credit /Course)	2(P)	2(P)	1(P) (B or C)	1(P) (C or B)				6		3		9
MultidisciplinaryCourses (MDC) (3 Credit /Course)	1(P)	1(P)	1*					3	*Cannot opt from DSC			3
Ability Enhancement Courses (AEC) (3 Credit /Course)	1 (English)1 (OL)	1 (English) 1 (OL)						4				4
Skill Enhancement Courses (SEC) (3 Credit /Course)				1*	Internship of 2 Credits	1**	1**	3	*Cannot opt from DSC A ** From DSC A only			3
Value Addition Courses(VAC) (3 Credit /Course)			1*	1*			1**	3	*Cannot opt from DSC A ** From DSC A only			3
Project/ Dissertation 12 credits for Honours withResearch & 8 for Honours											**12/8 (1 DSC / DSE for Honours**	
Total Courses	6	6	6	6		6	6	36		6	2+1	
Total Credits	21	21	22	22	2	23	22		Total Credits 133	24	20	**Total Credits 177**
Total Hours per Week	25	25	25	25		25	25		Exit option available	25	25	

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Pathway Option 2 - Major with Minor

Course Components	No. of Courses											
	Semester 1	Semester 2	Semester 3	Semester 4		Semester 5#	Semester 6#	Total	Remarks	Semester 7	Semester 8	Total
DSC A (4 Credit /Course)	1(P)	1(P)	3 (2P)	3 (2P)		4	3	15	7 Out of 15 can be opted as DSE	3	2	22
DSC B (4 Credit /Course)	2(P)	2(P)	1(P)	1(P)		1	1	8	1 Out of 8 can be opted as DSE	3		11
Multidisciplinary Courses (MDC)/ (3 Credit /Course)	1(P)	1(P)	1*					3	*Cannot opt from DSC			3
Ability Enhancement Courses (AEC) (3 Credit /Course)	1 (English) 1 (OL)	1 (English) 1 (OL)			Internship of 2 Credits			4				4
Skill Enhancement Courses (SEC) (3 Credit /Course)				1*		1**	1**	3	*Cannot opt from DSC A ** From DSC A only			3
Value Addition Courses (VAC) (3 Credit /Course)			1*	1*			1**	3	*Cannot opt from DSC A ** From DSC A only			3
Project/ Dissertation 12 credits for Honours with Research & 8 for Honours											12/8 (1 DSC/ DSE for Honours	
Total Courses	6	6	6	6		6	6	36		6	2+1	
Total Credits	21	21	22	22	2	23	22		Total Credits 133	24	20	Total Credits 177
Total Hours per Week	25	25	25	25		25	25		Exit option available	25	25	

\# BoS can include 2 practical courses in 5th semester and 3 practical courses in 6th semester in any of the 6 courses distributed in each semester.

MAC-UGP (Honours) - 2024

Pathway Option 3 - Double Major

Course Components	No. of Courses											
	Semester 1	Semester 2	Semester 3	Semester 4	Internship of 2 Credits	Semester 5#	Semester 6#	Total	Remarks	Semester 7	Semester 8	Total
DSC A (4 Credit /Course)	1(P)	1 (P)	2(2P)	2(1P)		4	3	13	7 Out of 13 can be opted as DSE	3	2	18
DSC B (4 Credit /Course)	2(P)	2(P)	2(1P)	2(2P)		1	1	10	2 Out of 10 can be opted as DSE	3		13
Multidisciplinary Courses (MDC) (3 Credit /Course)	1(P)	1(P)	1*					3	*Cannot opt from DSC			3
Ability Enhancement Courses (AEC) (3 Credit /Course)	1 (English) 1 (OL)	1 (English) 1 (OL)						4				4
Skill Enhancement Courses (SEC) (3 Credit /Course)				1		1	1	3				3
Value Addition Courses (VAC) (3 Credit /Course)			1	1			1	3				3
Project/ Dissertation 12 credits for Honours with Research & 8 for Honours											**12/8 (1 DSC/ DSE for Honours**	
Total Courses	6	6	6	6		6	6	36		6	2+1	
Total Credits	21	21	22	22	2	23	22		**Total Credits 133**	24	20	**Total Credits 177**
Total Hours per Week	25	25	25	25		25	25		**Exit option available**	25	25	

BoS can include 2 practical courses in 5th semester and 3 practical courses in 6th semester in any of the 6 courses distributed in each semester. Note: All the above 3 tables "(P)" means courses with practical.jj

MAC-UGP (Honours) 2024

15. Guidelines for Acquiring Credit from Other Institutions/Online/Distance Mode

i) A student shall register to a minimum of 16 credit per semester from the college/ department where he/she/they officially admitted for a particular programme. However, students enrolled for a particular programme in one institution can simultaneously enroll for additional credits from other HEIs within the University or outside University subject to a maximum of 30 credits per semester including the 16 institutional credits.

ii) The college shall publish a list of courses that are open for admission for students from other institutions well in advance before the commencement of each semester.

iii) Each BoS shall prepare and publish a list of online courses at different levels before the commencement of each semester offered in various online educational platforms recognized by the academic council of the college, which can be opted by the students for acquiring additional credits.

iv) BoS shall prepare and publish a list of allied/ relevant pathway courses before the commencement of each semester offered by other Board of Studies that can be considered as pathway course for major/ minor for their disciplines at different levels.

v) At the end of each semester the college will include the credit acquired by the student through online courses in their semester grade card subject to a maximum of 30 credits.

16. Attendance

i) A student shall be permitted to register for the end-semester evaluation of a specific course to acquire the credits only if he has completed 75% of the prescribed classroom activities in physical, online, or blended modes, including any makeup activities as specified by the course faculty of that particular course.

ii) A student is eligible for attendance as per the existing university and government orders which includes participation in a meeting, or events organized by the college or the university, a regularly scheduled curricular or extracurricular activity prescribed by the college or the university. Due to unavoidable or other legitimate circumstances such as illness, injury, family emergency, care-related responsibilities, bad or severe weather conditions, academic or career-related interviews students are eligible for authorized absence. Apart from this, all other eligible leaves such as maternity leave, and menstrual leave shall also be treated as authorized absences. All such leave shall be submitted to the principal within five working days in the prescribed application form.

iii) The condonation facility can be availed as per the university norms.

17. Workload

i) The workload of a faculty who offers only lecture courses during an academic year shall be 32 credits.

ii) The workload of a faculty offering both practical courses and theory courses may be between 24-32 credits per academic year.

iii) An academic year shall consist of two semesters.

iv) To protect the existing language workload, college should make necessary arrangements to give adequate preference to those courses designed by language departments coming under MDC, SEC and VAC of 3rd & 4th semester.

v) Programme wise workload calculation will be as per the FYUGP workload ordinance 2024.

vi) The teachers given the administrative responsibilities in the department and college level may give a relaxation in their work load as specified in the UGC regulations 2018.

18. Credit Transfer and Credit Accumulation

i) The College will establish a digital storage (DIGILOCKER) of academic credits for the credit accumulation and transfer in line with ABC.

ii) The validity of credits earned shall be for a maximum period of seven (7) years or as specified in the university/ UGC regulations.

iii) The students shall be required to earn at least 50% of the credits from the university.

iv) Students shall be required to earn the required number of credits as per any of the pathway structure specified in this regulation for the award of the degree.

19. Outcome Based Approach

The curriculum will be designed based on Outcome Based Education (OBE) practices. The Graduate Attributes (GA) and Programme Outcomes (PO) are provided as appendix -1. The OBE based syllabus template is provided as appendix -2.

20. Assessment and Evaluation

i) The assessment shall be a combination of Continuous Comprehensive Assessment (CCA) and an End Semester Evaluation (ESE).

ii) 30% weightage shall be given for CCA. The remaining 70% weight shall be for the ESE.

iii) Teacher Specific Content will be evaluated under CCA.

iv) CCA will have two subcomponents Formative Assessment (FA) and Summative Assessment (SA). Each of these components will have equal weightage and to be conducted by the course faculty/ course coordinator offering the course.

v) FA refers to a wide variety of methods that teachers use to conduct in-process evaluations of student comprehension, learning needs, and academic progress during a lesson, unit, module or course. FA is to encourage students to build on their strengths rather than fixate or dwell on their deficits. FA can help to clarify and calibrate learning expectations for both students. FA will help students become more aware of their learning needs, strengths, and interests so they can take greater responsibility over their own educational growth. FA will be prerogative of the course faculty/ course coordinator based on specific

requirement of the student.

vi) Suggestive methods of FA are as follows: (anyone or in combinations as decided by the course faculty/ course coordinator)

    a. Practical assignment

    b. Observation of practical skills

    c. Viva voce

    d. Quiz

    e. Interview

    f. Oral presentations

    g. Computerized adaptive testing

    h. In-class discussions

    i. Group tutorial work

    j. Reflection writing assignments

    k. Home assignments

    l. Self and peer Assessments

    m. Any other method as may be required for specific course/ student by the course faculty/ course coordinator.

vii) Summative Assessments (SA) are used to evaluate student learning, skill acquisition, and academic achievement at the conclusion of a definedinstructional period- typically at the end of a project, unit, module, course or semester. SA may be a class tests, assignments, or project, used to determine whether students have learned what they were expected to learn. It will be based on evidence, collected using single or multiple ways of assessment. The systematically collected evidences should be kept in record by course faculty/ course coordinator and the marks should be displayed on the college notice board/ other official digital platforms of the college before the end semester examinations.

viii) The method of SA will be as follows: (any one as decided by the course faculty/ course coordinator)

    a. Written test

    b. Open book test

    c. Laboratory report

    d. Problem based assignments

    e. Individual project report

    f. Case study report

    g. Team project report

    h. Literature survey

i. Standardized test

j. Any other pedagogic approach specifically designed for a particularcourse by the course faculty/ course coordinator.

ix) A student may repeat SA only if for any compulsive reason due to which the student could not attend the assessment.

x) The prerogative of arranging a CCA lies with the course faculty/ course coordinator with the approval of MAC-UGP Academic Committee based on justified reasons.

xi) The course faculty/ course coordinator shall be responsible for evaluating all the components of CCA. However, the college may involve any other person (External or Internal) for evaluation of any or all the components as decided by the Academic Council from time to time in case any grievances are raised.

xii) Written tests shall be precisely designed using a variety of tools and processes (e.g., constructed responses, open-ended items, multiple-choice), and the students should be informed about the evaluation modalities before the commencement of the course.

xiii) The course faculty may provide options for students to improve their performance through continuous assessment mechanism.

xiv) There shall be theory and practical examinations at the end of each semester.

xv) Regarding evaluation, one credit may be evaluated for 25 marks in a semester; thus, a 4-credit course will be evaluated for 100 marks; 2-credit courses for 50 marks.

xvi) Odd and Even semester examinations will be conducted by the college and will be evaluated at the institution level.

xvii) Individual Learning Plans (ILPs) and/ or specific assessment arrangements may be put in place for differently abled students. Suitable evaluation strategies including technology assisted examinations/ alternate examination strategies will be designed and implemented for differently abled students.

21. Practical Examination

i) The end semester practical examination will be conducted and evaluated by the institution.

ii) There shall be a CCA of practical courses conducted by the course faculty/course coordinator.

iii) The scheme of evaluation of practical courses will be as given below:

Components for the Evaluation of Practical Courses	Weightage
CCA of practical/practicum.	30%
ESE conducted under the supervision of internal examiner	70%

iv) Those who have completed the CCA alone will be permitted to appear for the ESE.

v) For grievance redressal purpose, the college shall have the right to call for all the records of CCA.

vi) Duration of Examination

Questions shall be set as per the defined Outcome. The question setter shall ensure that there will be Time and Mode (T & M) flexibility for all External Examinations. BoS can recommend the T & M from the following list.

Mode	Time (in Hours)	
	Minimum	**Maximum**
Written Examination	1	2
Multiple Choice	1	1.5
Open Book	1	2
Any Other Mode	1	2

22. Evaluation of Project/ Dissertation

The evaluation of project work shall be CCA with 30% and ESE 70%. The scheme of evaluation of the Project is given below:

Project type	Maximum Marks	CCA	ESE
Research Project of Honours with Research (12 credits)	200	60	140
Project of Honours (8 credits)	100	30	70

23. Evaluation of Internship

The evaluation of internship shall be done by a committee constituted by the Department Council. The scheme of CCA and ESE is given below:

Components of Evaluation of Internship	Weightage	Marks for Internship 2 Credits/ 50 Marks
CCA	30%	15
ESE	70%	35

The department council may decide any mode for the completion of the Internship. If in case evaluation is not specified in any of the selected internship programme, institution can adopt a proper evaluation method as per the weightage specified in the table above.

24. Letter Grades and Grade Points

Mark system is followed for evaluating each question. For each course in the semester, letter grade and grade point are introduced in 10-point indirect grading system as per guidelines given below,

i) The Semester Grade Point Average (SGPA) is computed from the grades as a measure of the student's performance in a given semester. The SGPA is based on the grades of the current term, while the Cumulative Grade Point Average (CGPA) is based on the grades in all courses taken after joining the programme of study.

ii) Based on the marks obtained, the weighted grade point will be mentioned in the student's grade cards.

Letter Grade	Grade Point	Percentage of Marks (Both Internal & External Marks put together)	Class
O (Outstanding)	10	95% and above	First Class with Distinction
A+ (Excellent)	9	Above 85% and below 95%	
A (Very good)	8	Above 75% and below 85%	
B+ (Good)	7	Above 65% and below 75%	First Class
B (Above average)	6	Above 55% and below 65%	
C (Average)	5	Above 45% and below 55%	Second Class
P (Pass)	4	Above 35% and below 45% Aggregate (external and internal put together) with a minimum of 30% in external	Third Class
F (Fail)	0	Below an aggregate of 35% or below 30% in external evaluation	Fail
Ab (Absent)	0		Fail

iii) When students take audit courses, they may be given pass (P) or fail (F) grade without any credits.

25. Computation of SGPA and CGPA

The following method is recommended to compute the Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA):

i) The SGPA is the ratio of the sum of the product of the number of credits with the grade points scored by a student in all the courses taken by a student and the sum of the number of credits of all the courses undergone by a student in the semester, i.e.

$$\textbf{SGPA} \ (S_i) = \Sigma(C_i \times G_i) \ / \ \Sigma C_i$$

Where S_i is the SGPA in the ith semester, C_i is the number of credits of the ith course and G_i is the grade point scored by the student in the ith course.

$$\text{SGPA} = \frac{\text{Sum of the credit points of all the courses in a semesters}}{\text{Total Credits in that semester}}$$

Illustration – Computation of SGPA

Semester	Course	Credit	Letter Grade	Grade point	Credit Point (Credit x Grade)
I	DSC A	4	A	8	4 x 8 = 32
I	DSC B	4	B+	7	4 x 7 = 28
I	DSC C	4	B	6	4 x 6 = 24
I	MDC	3	B	6	3 x 6 = 18
I	AEC 1	3	O	10	3 x 10 = 30
I	AEC 2	3	C	5	3 x 5 = 15
	Total	21			147
	SGPA				147/21 = 7

ii) The CGPA is also calculated in the same manner considering all the courses undergone by a student over all the semesters of a programme, i.e.

$$\textbf{CGPA} = \Sigma(C_i \times S_i) / \Sigma C_i$$

Where S_i is the SGPA in the ith semester, C_i is the total number of credits in the ith semester.

$$\text{CGPA} = \frac{\text{Sum of the credit points of all the courses in six/ eight semesters}}{\text{Total Credits in Six (133)/ Eight (177) semesters}}$$

iii) The SGPA and CGPA shall be rounded off to 2 decimal points and reported in the transcripts.

26. Committees for the Implementation and Monitoring of MAC-UGP

i) There shall be an FYUGP implementation cu monitoring committee at the college level under the chairmanship of the Principal to ensure the smooth implementation of the MAC-UGP.

ii) The Governing Body, Academic Council and respective Undergraduate Boards of Studies of the college shall be the FYUGP implementation cum monitoring committee at the college level.

26.1. Functions of Academic Council related to FYUGP

i) Scrutinize, approve, recommend all the proposals submitted by the department committee with regard to the MAC-UGP such as, academic pathway, allowed syllabi enrichment/ updation, details of elective courses, Online courses, blended teaching, courses offering to the students of other HEIs, panel of examiners, summative and formative evaluation tools proposed by the course faculty concerned, new courses and syllabus proposed by the faculty members as signature courses etc. The Academic Committee can differ on any proposal and it shall have the right to return the matter for reconsideration to the Department committee concerned or reject it, after giving sufficient reasons to do so.

ii) Scrutiny of all documents related to Teacher Specific Content.

iii) Recommend to the college governing council for starting innovative programmes using the flexibility and holistic nature of the MAC-UGP curriculum frame work.

26.2. Functions of MAC-UGP Department Committee

i) Prepare teacher specific content of syllabi for various courses keeping in view the objectives of the MAC-UGP and submit the same for the approval of the academic committee.

ii) Scrutinize the signature course content and its evaluation techniques.

iii) Suggest methodologies for innovative teaching and evaluation techniques.

iv) Suggest panel of examiners to the academic committee.

v) Coordinate research, teaching, extension and other academic activities in the department/ college.

27. Proposed Options for Higher Studies for the Students of MAC-UGP

The following higher studies options at the level of post-graduation/research was described by UGC in the national higher education qualification frame work;

i) The two-year master programme will continue (with an option of having the second year devoted entirely to research) for those who have completed a 3- year UG programme under the MAC-UGP regulations.

ii) For students who have completed a 4-year honours degree could complete their master programme within one year by acquiring the required credits as per the Post Graduate curriculum frame work requirement.

iii) For enrolling in a PhD programme the candidate should have acquired a master degree or a 4-year honours degree with research.

28. Power to Remove Difficulties

If any difficulty arises in giving effect to the provisions of these Regulations, the Vice-Chancellor may by order make such provisions not inconsistent with the Act, Statutes, Ordinances or other Regulations, which appears to him to be necessary or expedient for removing the difficulty. Every order made under this rule shall be subject to ratification by the appropriate university authorities.

29. Modifications to the Regulations

Notwithstanding anything contained in these Regulations, any amendments or modifications issued or notified by the University Grants Commission or the State Government, and the University from time to time, shall be deemed to have been incorporated into these Regulations and shall constitute an integral part thereof.

Appendix -1

Graduate Attributes (GA) of the College

The fundamental premise underlying the learning outcomes-based approach to curriculum planning and development is that higher education qualifications are awarded on the basis of demonstrated achievement of outcomes (expressed in terms of knowledge, understanding, skills, attitudes and values) and academic standards expected. The expected learning outcomes are used as reference points that would help formulate graduate attributes, qualification descriptors, programme outcomes and course outcomes which in turn will help in curriculum planning and development, and in the design, delivery and review of academic programmes. The graduate attributes of the college are

GA 1: Critical thinking and Analytical reasoning

Capability to analyse and evaluate evidence, arguments, claims, beliefs on the basis of empirical evidence; identify relevant assumptions or implications; formulate coherent arguments; critically evaluate practices, policies and theories to develop knowledge and understanding; critical sensibility to lived experiences, with self awareness and reflexivity of both self and society.

GA 2: Scientific reasoning and Problem solving

Ability to analyse, interpret and draw conclusions from quantitative/qualitative data; and critically evaluate ideas, evidence and experiences from an open-minded and reasoned perspective; capacity to extrapolate from what one has learned and apply their competencies to

solve different kinds of non-familiar problems, rather than replicate curriculum content knowledge; and apply one's learning to real life situations.

GA 3: Multidisciplinary/interdisciplinary/transdisciplinary Approach

Acquire interdisciplinary /multidisciplinary/transdisciplinary knowledge base as a consequence of the learning they engage with their programme of study; develop a collaborative-multidisciplinary/interdisciplinary/transdisciplinary- approach for formulate constructive arguments and rational analysis for achieving common goals and objectives.

GA 4: Intra and Interpersonal skills

Ability to work effectively and respectfully with diverse teams; facilitate cooperative or coordinated effort on the part of a group, and act together as a group or a team in the interests of a common cause and work efficiently as a member of a team; lead the team to guide people to the right destination, in a smooth and efficient way.

GA 5: Digital literacy

Capability to use ICT in a variety of learning situations, demonstrate ability to access, evaluate, and use a variety of relevant information sources; and use appropriate software for analysis of data.

GA 6: Global citizenship and pride in India

Possess knowledge of the values and beliefs of multiple cultures and a global perspective; and capability to effectively engage in a multicultural society and interact respectfully with diverse groups. After the study, the student should possess the rich, diverse, ancient and modern culture and knowledge systems and traditions of Indian culture.

GA 7: Social Competency and constitutional values

Ability to contemplate of the impact of research findings on conventional practices, and a clear understanding of responsibility towards societal needs and reaching the targets for attaining inclusive and sustainable development and to impart constitutional values such as democratic spirit, spirit of service, respect for public property, scientific temper, liberty, responsibility, pluralism, equality, and justice.

GA 8: Equity, Inclusiveness and Sustainability

Appreciate equity, inclusiveness and sustainability and diversity; acquire ethical and moral reasoning and values of unity, secularism and national integration to enable to act as dignified citizens; able to understand and appreciate diversity (caste, ethnicity, gender and marginalization), managing diversity and use of an inclusive approach to the extent possible and a respect for the local context in all curriculum, pedagogy, and policy, always keeping in mind that education is a concurrent subject.

GA 9: Lifelong Learning

Ability to acquire knowledge and skills, including "learning how to learn", that are necessary for participating in learning activities throughout life, through self-paced and self-directed learning aimed at personal development, meeting economic, social and cultural objectives, and

adapting to changing trades and demands of work place through knowledge/skill development/reskilling.

Programme Outcomes (PO)

PO 1: Critical thinking and Analytical reasoning

Capability to analyse and evaluate evidence, arguments, claims, beliefs on the basis of empirical evidence; identify relevant assumptions or implications; formulate coherent arguments; critically evaluate practices, policies and theories to develop knowledge and understanding; critical sensibility to lived experiences, with self-awareness and reflexivity of both self and society.

PO 2: Scientific reasoning and Problem solving

Ability to analyse, interpret and draw conclusions from quantitative/qualitative data; and critically evaluate ideas, evidence and experiences from an open-minded and reasoned perspective; capacity to extrapolate from what one has learned and apply their competencies to solve different kinds of non-familiar problems, rather than replicate curriculum content knowledge; and apply one's learning to real life situations.

PO 3: Multidisciplinary/interdisciplinary/transdisciplinary Approach

Acquire interdisciplinary /multidisciplinary/transdisciplinary knowledge base as a consequence of the learning they engage with their programme of study; develop a collaborative-multidisciplinary/interdisciplinary/transdisciplinary- approach for formulate constructive arguments and rational analysis for achieving common goals and objectives.

PO 4: Communication Skills

Ability to express thoughts and ideas effectively in writing and orally; Communicate with others using appropriate media; confidently share one's views and express herself/himself; demonstrate the ability to listen carefully, read and write analytically, and present complex information in a clear and concise manner to different groups.

PO 5: Leadership and Entrepreneurship Skills

Ability to work effectively and lead respectfully with diverse teams; setting direction, formulating an inspiring vision, building a team who can help achieve the vision, motivatingand inspiring team members to engage with that vision, and using management skills to guide people to the right destination, in a smooth and efficient way. After inculcating all the necessary graduate qualities, a graduate can become an entrepreneur.

PO 6: Social Consciousness and Responsibility

Ability to contemplate of the impact of research findings on conventional practices, and a clear understanding of responsibility towards societal needs and reaching the targets for attaining inclusive and sustainable development.

PO 7: Equity, Inclusiveness and Sustainability

Appreciate equity, inclusiveness and sustainability and diversity; acquire ethical and moral reasoning and values of unity, secularism and national integration to enable to act as dignified citizens; able to understand and appreciate diversity (caste, ethnicity, gender and marginalization), managing diversity and use of an inclusive approach to the extent possible. **PO 8: Moral and Ethical Reasoning**

Ability to embrace moral/ethical values in conducting one's life, formulate a position/argument

about an ethical issue from multiple perspectives, and use ethical practices in all work. Capable of demonstrating the ability to identify ethical issues related to one's work, avoid unethical behavior.

PO 9: Networking and Collaboration

Acquire skills to be able to collaborate and network with educational institutions, research organizations and industrial units in India and abroad.

PO 10: Lifelong Learning

Ability to acquire knowledge and skills, including "learning how to learn", that are necessary for participating in learning activities throughout life, through self-paced and self-directed learning aimed at personal development, meeting economic, social and cultural objectives, and adapting to changing trades and demands of work place through knowledge/skill development/reskilling.

Mar Athanasius College (Autonomous) Kothamangalam

Programme	
Course Name	
Type of Course	MAJOR/MINOR/MDC/AEC/SEC/VAC
Course Code	**To be prepared by the College**
Course Level	**100/200/300/400**
Course Summary	

Semester		Credits				Total Hours
Course Details	Learning Approach	Lecture	Tutorial	Practical	Others	
Pre-requisites, if any						

COURSE OUTCOMES (CO)

CO No.	Expected Course Outcome	Learning Domains *	PO No
1			
2			
3			
4			
5			
6			
7			
8			
Remember (R), Understand (U), Apply (A), Analyse (An), Evaluate (E), Create (C), Skill (S), Interest (I) and Appreciation (Ap)			

COURSE CONTENT

Content for Classroom transaction (Units)

Module	Units	Course description	Hrs	CO No.
1	1.1			
	1.2			
	1.3			
2	2.1			
	2.2			
	2.3			

Teaching and Learning Approach	**Classroom Procedure (Mode of transaction)**
Assessment Types	**MODE OF ASSESSMENT** A. **Continuous Comprehensive Assessment (CCA)**
	B. **End Semester Evaluation (ESE)**

References

1. **(following any standard reference format like APA, MLA, Chicago….)**
   (Repeat for 5 Modules each of Minimum 15 hrs and Maximum 20hrs Duration)

SUGGESTED READINGS