December ‘23

Guidelines on the point system for Activity Credits in the 2023 UG Curriculum

**Report of the Committee for proposing the point system for Activity Credits in the 2023 UG Curriculum**

**(The report is accepted for Implementation)**

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**Background**

Office of Dean Academic constituted a committee to propose the point system for Activity Credits in 2023 UG Curriculum vide proceeding Dean (Acad)/AC/Committee/2023/1 dated 28-08-2023, as per the decision taken in 90th Meeting of the Senate. The following were the members of the committee.

1. Dr. Haribabu K, HoD, CHED - Chairperson
2. Dr. Arunkumar R., Assistant Professor, CED – Member
3. Dr. Vineesh K. P., Asst. Professor, MED – Member
4. Dr. Raghu C. V., Asst. Professor, ECED– Member
5. Dr. Nikhil Sasidharan, Asso. Dean (SW)- Member
6. Mr. Dhanesh Rambeth, SAS Officer, Centre for Student Activities and Sports - Member
7. Dr. Hanas T., Asso. Dean (Academic) - Convener

The committee studied various documents like

1. Framework proposed in the report of the 2023 UG Curriculum revision committee
2. Rules For Assigning Activity Points by other reputed universities such as APJ Abdul Kalam Technological University
3. AICTE Internship Policy: Guidelines & Procedures

**Proposal**

After carefully studying the different activities suggested by various sections of the institute, the committee proposes the following action plan for awarding activity points to the students.

1. It is proposed that the activities shall be divided into two categories namely Institute level activities and Department level activities. A student is required to earn a minimum of 20 points in each category.
2. It is proposed that all sections including the academic departments shall publish the list of activities and the corresponding points that a student can earn by successfully completing the same as per the templates provided in Annexure -I/ Annexure -II
3. Departments shall revise the list of activities as and when required based on the recommendation of DUGC and the approval of the HOD. Other sections shall revise the list as and when required based on the recommendation of faculty - In - charge / CCP and approval of Dean Academic.
4. The points will be recorded by the Faculty Advisor as per the template provided in Annexure - III, based on the documentary proof submitted by the student. The documentary proof shall be issued by the competent authority as per the template provided in Annexure IV.
5. In order to avoid the issues on maintaining the records, it is proposed that the soft copy of the records shall be maintained by the FA in his official Google account or other similar facilities adopted by NIT Calicut from time to time. The documentary proof received as soft copy from the official email of the faculty - in - charge / coordinator of events shall be accepted for awarding the points.
6. It is proposed that students shall be encouraged to complete the required 80 points latest by the pre-final semester and register for the 4 credits in IMS in the final semester. The FA shall award the grades for the same in the final semester after ensuring that the student has achieved the total activity points as well as the minimum required for Institute level and Department level activities.
7. FA shall make sure that a particular activity is awarded with the points only once and activities taken as a part of regular academic class work is not resubmitted by the student for claiming activity credits. Whenever required, a declaration on the same shall be obtained from the student.

The committee hereby submit the proposal for further action.

The Committee would like to thank Dean Academic for the opportunity and place on record the gratitude towards all the sections of the institute for providing their valuable suggestions.

Name and Signature of committee Members:

Dr. Haribabu K, HoD- CHED Chairperson

Dr. Arunkumar R., Assistant Professor, CED – Member

Dr. Vineesh K. P., Asst. Professor, MED – Member

Dr. Raghu C. V., Asst. Professor, ECED– Member

Dr. Nikhil Sasidharan, Asso. Dean (SW)- Member

Mr.Dhanesh Rambeth, SAS Officer, Centre for Student Activities and Sports - Member

Dr. Hanas T., Asso. Dean (Academic) - Convener

**Annexure - I**

**Statement on Institute Level Activity Points**

| **Sl No.** | **Activity Details** | **Points** | **Remarks** |
| --- | --- | --- | --- |
| **Participation in activities Organised by Clubs/ Section/Centre/others** | | | |
| 1 | Presenting paper / Delivering talk in reputed conferences / workshops / symposium etc organised outside the Institute | 10 per event | FA shall award the points based on the certificates produced by the student. |
| 2 | Presenting paper / Delivering talk in conferences/workshops/symposium etc organised within the Institute | 5 per event |
| 3 | Participating in reputed conferences / workshops / symposium / Invited lectures etc | 3 per event |
| 4 | Prize winners | 5 per prize |
| **Organising or Coordinating Events / Community projects by the Section/Centre /Others** | | | |
| 1 | Coordinator | 5 per event | The Faculty - In - charge of the event shall issue the certificate as per Annexure IV |
| 2 | Team lead | 3 per event |
| 3 | Student volunteer | 2 per event |
| **Membership in Club, student chapters, etc** | | | |
| 1 | Office bearer | 3 per semester | The Faculty - In - charge of the event shall issue the certificate as per Annexure IV |
| 2 | Member | 2 per semester |
| 3 | SAC Executive Members | 10 per semester |
| **Participating in Competitions within and outside the Institute** | | | |
| 1 | Institute level Participation (As Individual or Team member) | 5 per item | FA shall award the points based on the certificates produced by the student.  Endorsement by Faculty-In-Charge, if required may also be taken. |
| 2 | Institute level Prize winners (per student per event) | 10 Points |
| 3 | District level Participation (As Individual or Team member) | 10 per item |
| 4 | District level Prize winners | 15 points per student |
| 5 | State level Participation (As Individual or Team member) | 15 per item |
| 6 | State level Prize winners | 20 points per student |
| 7 | National level Participation (As Individual or Team member) | 20 per item |
| 8 | National level Prize winners | 25 points per student |
| **Participation in National Service Scheme Activities\*** | | | |
| 1 | Cleaning Drive, Marathon, Science Expo, Blood Donation Camp, Tree Plantation, Medical Camp, Bed/Clothes Donation Camp, Quiz Competition, Photography Competition, Old age & Orphanage Visits, Children's Day Celebration, Storytelling and Poetry Slam, Global Awareness Day, Stem Cell Donation Camp, Cycle Rally, International Women's Day Celebration | 5 Points each for participation in any of these activities | Points to be awarded by the Faculty in Charge as per the template in Annexure IV. |
| 2 | Workshops, Short films, NSS Sports Day, Career Guidance Coaching, Food Festival for Charity, Entrepreneurship Workshop, Literacy Program, Aavishkar | 10 Points each for participation in any of these activities |
| 3 | NSS Annual Camp | 20 |
| \*Any special activities and campaigns as proposed by the NSS State Office, Ministry of Youth Affairs and Ministry of Education may be considered as well. The points shall be awarded by the program coordinator in consultation with Dean Academic. | | | |
| **National Cadet Corps Activities** | | | |
| 1 | Institutional training (50 hrs/sem) for 6 semesters | 5 Points per semester | Points to be awarded by the Faculty in Charge as per the template in Annexure IV |
| 2 | Camp training (10 days per camp) minimum 2 camps need to be attended by every cadet | 8 Points per Camp |
| 3 | Special Camps (certificates will be provided by the camp commanding officer)  3.1 Group-level camps  3.2 Directorate-level camps  3.3 National-level camps  3.4 YIP (International level) | 10 Points per Camp |
| 4 | 2nd year B Certificate Exam(Group level) | 15 Points |
| 5 | 3rd year C Certificate Exam(Directorate level) | 30 Points |

**Annexure II**

**Department Level Activity Points**

| **Sl No.** | **Description of Activity** | **Points** | **Remarks** |
| --- | --- | --- | --- |
| **Mandatory Basket (To be completed within the first two years of the Programme)** | | | |
| 1 | Environmental Studies | 5 Points | Departments shall do the needful to organize workshops/invited talks etc in the relevant subject and ensure students are participating actively in the same. The students can also be directed to complete these activities by doing a relevant project work /case study etc. .  The points shall be awarded by the Faculty - In -Charge nominated by the HoD once the students successfully complete the activity. |
| 2 | Value Education | 5 Points |
| 3 | Indian Constitution | 5 Points |
| 4 | Sustainable Technologies | 5 Points |
| **Other Optional Activities** | | | |
| 5 | Department Student Association Activities | | |
| Office Bearer | 5 per semester | Points will be awarded by the faculty in charge of student association or a faculty nominated by HOD for this purpose |
| Student Coordinator for an event | 5 per event |
| Participation in events organized by the association | 2 per activity |
| Prize winners of events organized by the association | 5 per prize |
| 6 | Other Department level activities | | |
| Volunteering for organizing Departmental events | 3 per event | Points will be awarded by the Faculty Member organizing the event.  Points will be awarded by the Faculty Member organizing the event. |
| Participation in events/talks/workshops/conferences organized by Department | 2 per activity |
| Prize winners | 5 per prize |
| 7 | Activities Assigned by Faculty Advisor | | |
| Class Representatives | 5 per semester for each rep. | Points to be awarded by the Faculty Advisor on satisfactory completion of the work assigned |
| Any other activity | 2 per activity |
| 8 | Online Courses | | |
| Successfully completing/ clearing an online MOOC course (Other than the courses credited as per the applicable curriculum including that of Minor course) | 5 per course | Maximum limit 20  To be awarded by FA based on the documentary proof. |
| 9 | Internship/Industrial Visit/projects/training/any other activity with the permission of FA. Such activity shall not be part of the regular academic load as per the applicable curriculum. | 2 to 10 Points | To be awarded by the FA based on the Department policy. |

**Annexure III**

**Student Activity Point DATA to be filled and Maintained by Faculty Advisor (Soft Copy)**

|  |  |  |
| --- | --- | --- |
| Student Name: Roll No. | | |
| Institute level Activities | | |
| Sl No. | Activity Details | Points |
| 1 |  |  |
| 2 |  |  |
| 3 |  |  |
|  | <Add additional rows, if required> |  |
| Total Institute Level Points | |  |
| Department level Activity Points | | |
| 1 | **Mandatory Items** | |
| Environmental Studies |  |
| Value Education |  |
| Indian Constitution |  |
| Sustainable Technologies |  |
| 2 | Activities assigned by FA |  |
|  |  |
|  |  |
| <Add additional rows, if required> |  |
| 3 | Other Departmental Activities |  |
|  |  |
|  |  |
| <Add additional rows, if required> |  |
| Total Department Level Points | |  |

**Annexure - IV**

Format of endorsement/Certificate to be produced for activity points

This is to certify that Shri …………………………..,<Name\*>........................ , ……………..<Roll No>...................................... is awarded ………………….. number of actiivty points for …………………………<fill the details of the activity> …………………………… ………… …………

It is also certified that the points are awarded as per the activity points approved for the ……………. ……………………….<include name of Department/centre/section/club/etc>.

Name & Signature of faculty i/c seal

*\*In case there are multiple students please fill in <as per the attached list>. The list needs to be signed and sealed on all sheets by the faculty i/c.*