



DR. D. Y. PATIL VIDYAPEETH (DPU), PIMPRI, PUNE
(Deemed to be University)

(Accredited (3rd Cycle) by NAAC with a CGPA of 3.64 on four point scale at 'A++' Grade)
(Declared as **Category - I University** by UGC Under Graded Autonomy Regulations, 2018)
(An ISO 9001:2015, ISO 14001:2015 Certified University)

Standard Operating Procedure (SOP) for

Curriculum Design, Development and Implementation



Date of Implementation: 10th November 2021
Date of Amendment: 18th December 2024



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(An ISO 9001:2015 and 14001:2015 Certified University and Green Education Campus)

Prof. Dr. J. S. Bhawalkar
Registrar

Ref. No. : DPU/ 186(a)-J(xii)/25
Date : 27 / 02 / 2025

NOTIFICATION

WHEREAS, in pursuance of the resolution passed by the Board of Management at its meeting held on **10th November 2021** vide its resolution No. **BM-43-21** and the decision taken by the Vidyapeeth Authorities, the Vidyapeeth has published the '**Standard Operating Procedure (SOP) for Curriculum Design, Development and Implementation**'.

AND WHEREAS the Executive Council has amended the said '**SOP for Curriculum Design, Development and Implementation**' at its meeting held on **18th December 2024** vide its resolution No. **EC-55(xii)-24** and the decision taken by the Vidyapeeth Authorities.

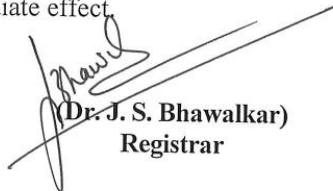
It is hereby notified for the information of all concerned that Dr. D. Y. Patil, Vidyapeeth, Pune, has published '**Revised Standard Operating Procedure (SOP) for Curriculum Design, Development and Implementation (amended in December 2024)**' for your information and record.

The Revised SOP is comprised of the following:

- Goal and Purpose
- Objectives
- Methodology
- Stakeholder Feedback Integration
- Faculty Development and Capacity Building
- Responsibilities

The '**Revised Standard Operating Procedure (SOP) for Curriculum Design, Development and Implementation (amended in December 2024)**' will serve as a detailed SOP for staff and will be useful to all concerned. This will come into force with immediate effect.




(Dr. J. S. Bhawalkar)
Registrar

Copy to;

1. P.S. to Chancellor for the Kind information of Hon'ble Chancellor, Dr. D. Y. Patil Vidyapeeth Pune.
2. P.S. to Vice Chancellor for the Kind information of Hon'ble Vice Chancellor, Dr. D.Y. Patil Vidyapeeth, Pune.
3. P.S. to Pro Vice Chancellor for the Kind information of Hon'ble Pro Vice Chancellor, Dr. D.Y. Patil Vidyapeeth, Pune.
4. Director (IQAC), Dr. D.Y. Patil Vidyapeeth, Pune.
5. Director (Administration: Quality Assurance, Faculty Development & Research), Dr. D. Y. Patil Vidyapeeth, Pune
6. Director (Research), Dr. D.Y. Patil Vidyapeeth, Pune.
7. Controller of Examinations, Dr. D.Y. Patil Vidyapeeth, Pune.
8. Finance Officer, Dr. D.Y. Patil Vidyapeeth, Pune.
9. All the Heads of the Colleges / Institutes of DPU
10. Webmaster for uploading on DPU website.

Encl.: As above

Standard Operating Procedure (SOP)

For Curriculum Design, Development, and Implementation

WHEREAS Dr. D. Y. Patil Vidyapeeth, Pimpri, Pune popularly known as "DPU", managed by **Dr. D. Y. Patil Vidyapeeth Society, Pune**, was declared as "Deemed-to-be-University", **under Section 3 of UGC Act 1956** in 2003.

AND WHEREAS today the Vidyapeeth has 14 constituent institutions under its umbrella. All the institutions have the approval / recognition of the relevant statutory bodies to offer UG, PG Degree, Super-specialty and Ph.D. programmes in relevant and emerging disciplines, specializations and super specializations.

AND WHEREAS, as per the provisions of University Grants Commission (Institution Deemed to be University) Regulations, 2019 in Sub Clause Nos. 10.07 sub-sub clauses 10.07.1 and 10.07.2 provides that the Board of Management shall be the Principal Organ of Management and the Apex Executive Body of the Institution Deemed to be University, with powers to make rules and shall be the final decision-making body in respect of every matter including academic, administrative, personnel, financial, development matters of institution Deemed to be Universities.

AND WHEREAS, as per the provisions of University Grants Commission (Institution Deemed to be University) Regulations, 2023 Clause 11 and Sub Clause No. 11 (3) and 11 (4), Clause 13 and Sub Clause No. 13 (1) and 13 (2) of the Regulations provides that the Executive Council shall be the Principal Organ of Management and the Apex Executive Body of the Institution Deemed to be University, with powers to make rules and shall be the final decision making body in respect of every matter including academic, administrative, personnel, financial, development matters of institution Deemed to be University.

AND WHEREAS, the university has instituted Value Added Programmes, Short Term Training Programmes, Certificate and Fellowship Programmes to enhance skills and knowledge beyond the regular curriculum. Designed with industry and academic input, these programmes promote innovation, interdisciplinary learning, and career readiness, with certifications awarded upon successful completion. The SOP is being amended to ensure greater clarity, consistency, and relevance to current academic and industry standards.

Introduction:

This SOP outlines the standardized institutional procedure for the design, development, and implementation of curricula across all constituent institutions of Dr. D. Y. Patil Vidyapeeth (DPU). It ensures inclusivity, academic rigor, and alignment with local, regional, national, and global educational and professional needs. The SOP also emphasizes continuous quality improvement through stakeholder involvement, feedback loops, and periodic curriculum review and innovation.

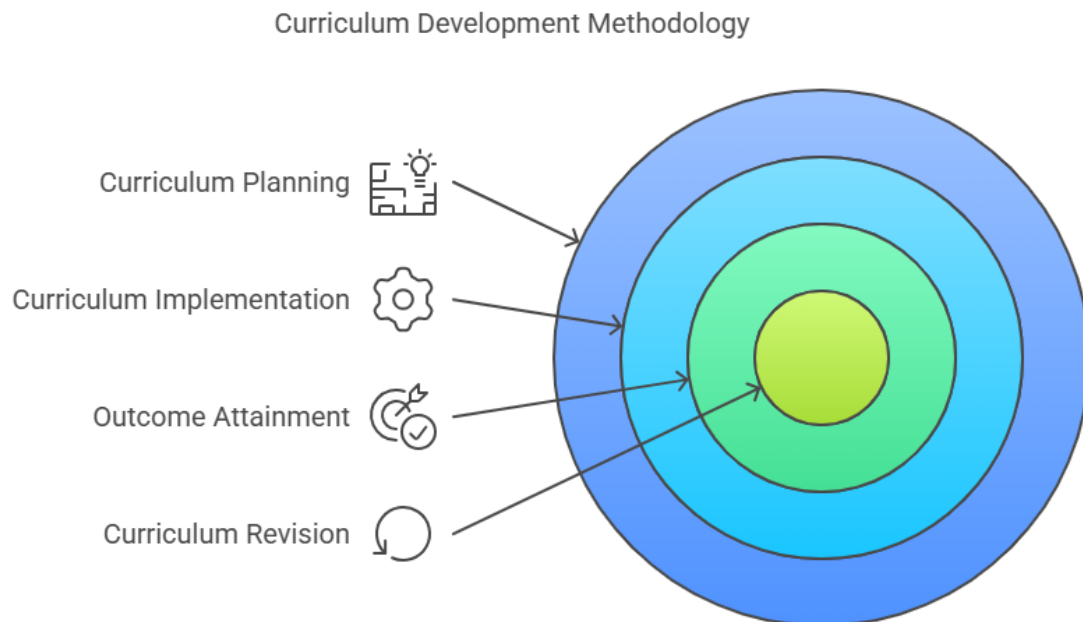
Goal and Purpose:

- Ensure inclusive, uniform, and standardized processes across DPU for curriculum design and implementation.
- Align curricular content with relevant health, professional, and industry needs.
- Incorporate student-centred, participatory, and experiential teaching-learning practices.
- Concern outcome-based teaching, continuous assessment, and feedback-driven revisions.
- Integrate regulatory compliance with academic innovation and stakeholder expectations.

Objective:

To provide a uniform and systematic approach to curriculum planning, development, execution, monitoring, and review that aligns with regulatory frameworks and ensures effective student learning outcomes across all programs and disciplines.

Methodology: Four Core Components:

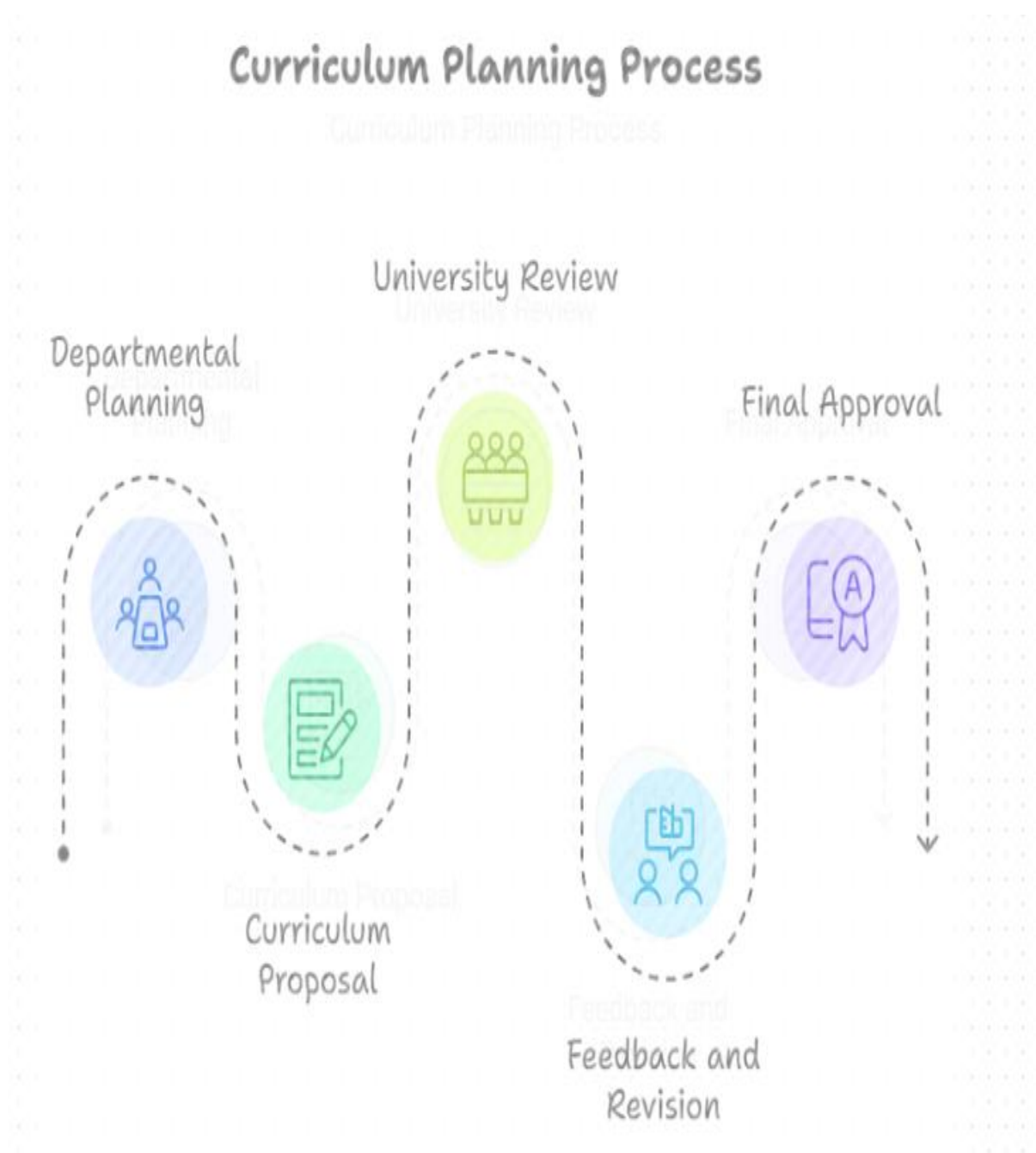


Curriculum Planning:

Process:-

- Initiated at the department level by HODs with inputs from faculty, alumni, industry, and subject experts.
- Focus on mapping course content to Programme Outcomes (POs), Course Outcomes (COs), and Learning Outcome Competencies (LOCs) across cognitive, psychomotor, and affective domains.
- Adoption of interdisciplinary and integrated learning methodologies.
- Proposal route: Department → Curriculum Committee → Board of Studies (BOS) → Faculty → Academic Council → Executive Council (EC).

Curriculum Planning – Input



Curriculum Planning – Output:



Executive Council

Approves the curriculum plan.



Academic Council

Approves changes to the curriculum.



Faculty

Contributes to the design of curriculum.



Curriculum Committee

Oversees the development of the curriculum.



Department

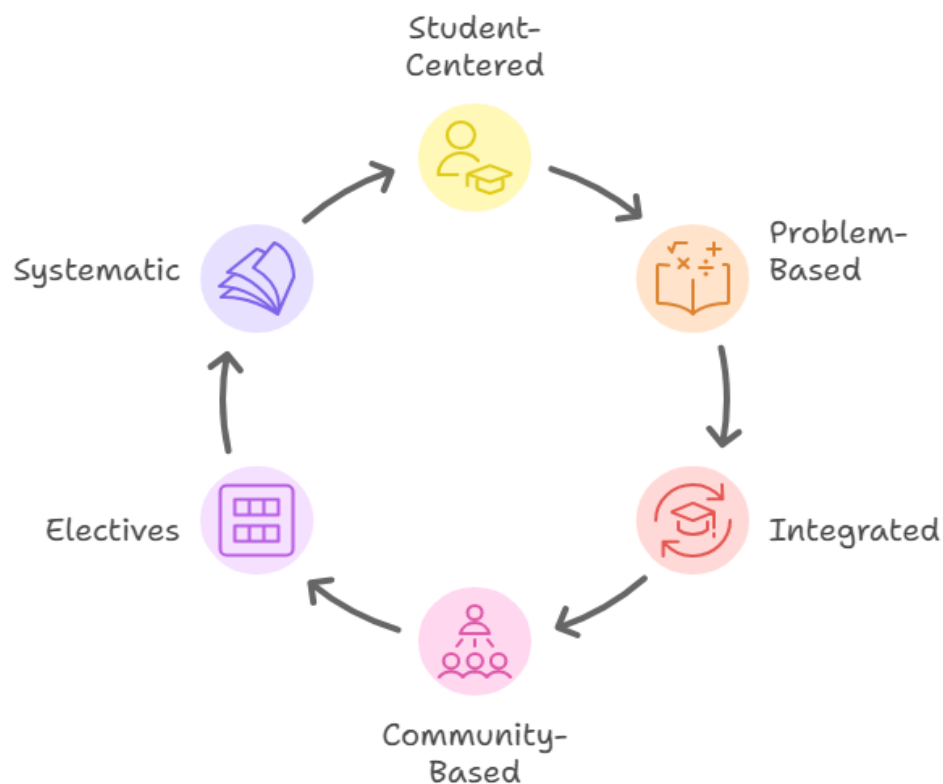
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Curriculum Implementation:

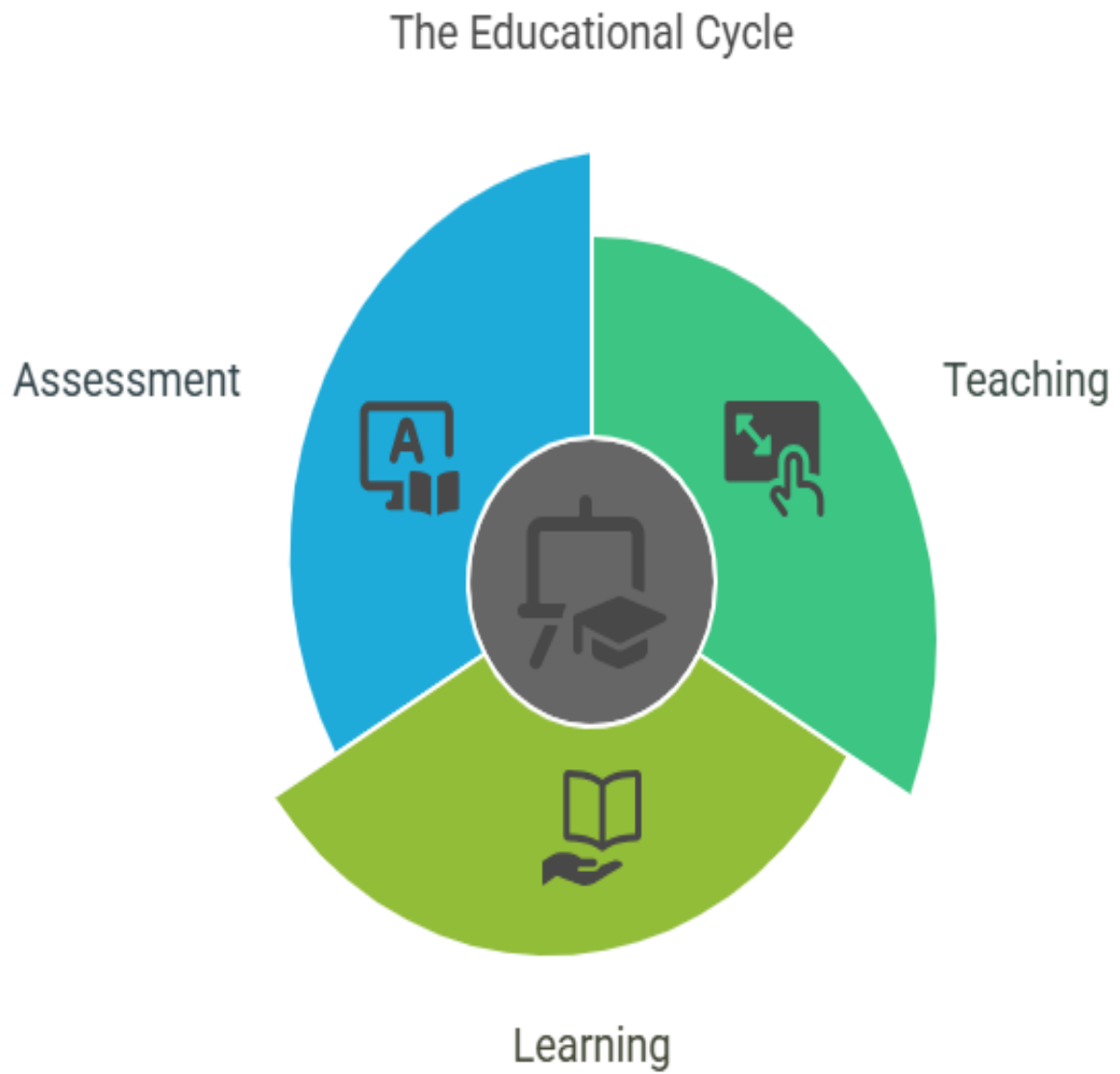
Process:

- Department-level development of course-specific plans, teaching schedules, lesson plans, and resources.
- Use of the DPU-LMS-ERP for uploading instructional materials.
- Defined Specific Learning Objectives (SLOs) for each topic/unit.
- Continuous internal assessment and student feedback integration.
- Incorporation of NEP 2020 principles.
- Use of Artificial Intelligence and analytics tools for personalized learning support.
- E-content creation and blended learning.
- Implementation of the SPICES model: Student-centred, Problem-based, Integrated, Community-oriented, Elective-based, and Systematic.

SPICES Model Cycle



Teaching-Learning-Assessment



Outcome Attainment:

Process:-

- Departments analyse student performance against defined COs and POs.
- Tools: Rubric-based assessment, LMS analytics, feedback mechanisms.
- Report generation annually with specific areas of improvement.
- Alignment with Sustainable Development Goals (SDGs).
- Adoption of UNESCO Learning Outcomes Framework.

Outcome Attainment Cycle

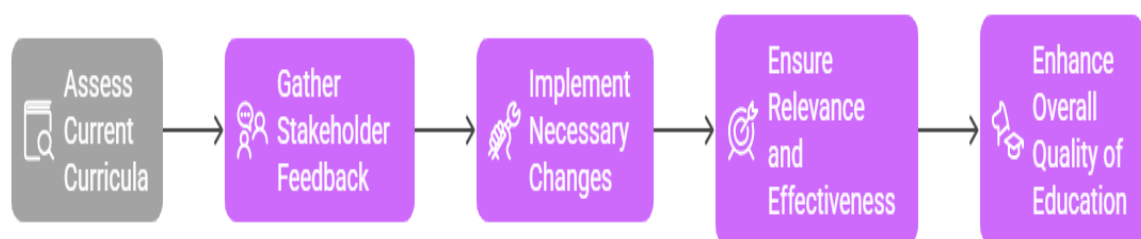


Curriculum Revision:

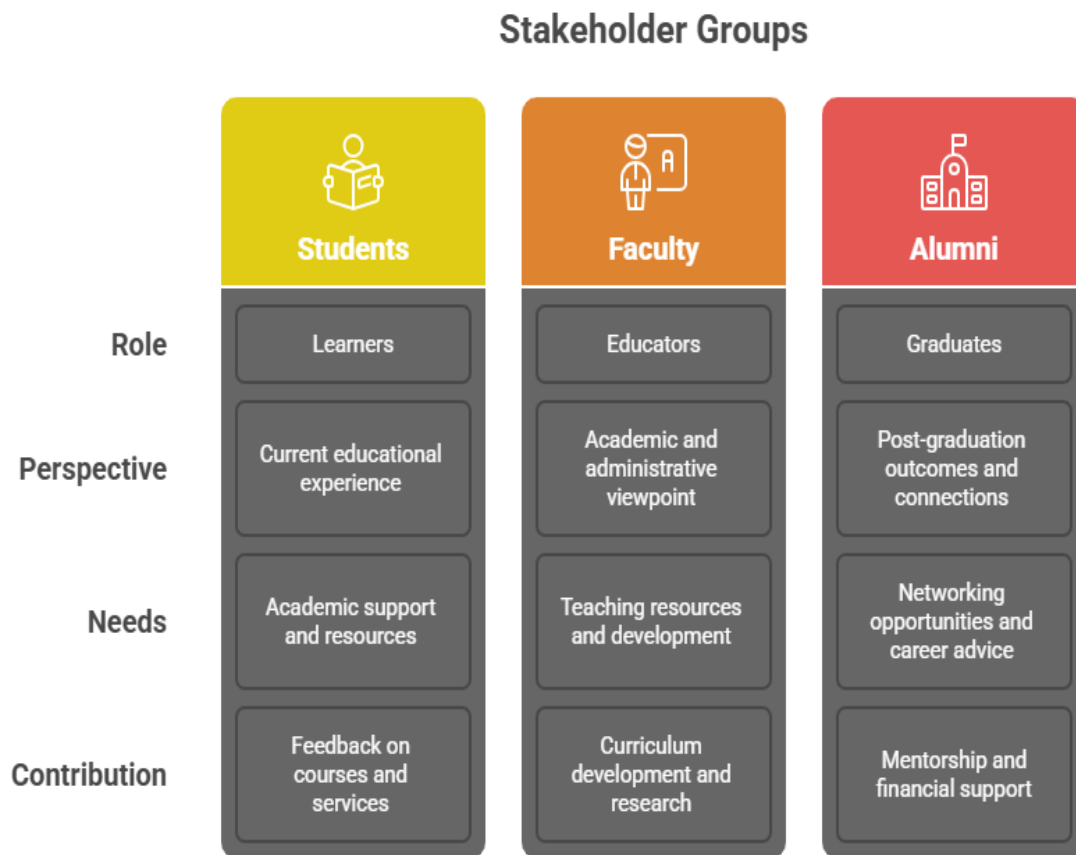
Process:

- Triggered annually or as required by feedback, regulatory changes, or academic audit.
- Includes gap analysis, benchmarking with national/global curricula, and integration of innovations.
- Stakeholders: Students, faculty, alumni, employers, external experts.
- Industry 4.0 and 5.0 alignment.
- Inclusion of emerging fields: Data Science, AI, Climate Health, Mental Wellness.

Curriculum Revision Workflow



Stakeholder Feedback Integration:



Faculty Development and Capacity Building

- Periodic training in new pedagogies, e-learning, digital tools, and assessment techniques.
- Encouragement for education research, innovation projects, and attendance at national/international conferences.

Responsibilities

- **HODs:** Initiate and monitor department curriculum activities.
- **Deans/Principals:** Institutional coordination and reporting.
- **IQAC/Education Units:** Support in analytics, documentation, and policy compliance.
- **Board of Studies, Academic and Executive Council:** Academic governance and decision-making and final approval.

Conclusion:

This SOP provides a comprehensive framework to ensure quality, relevance, and innovation in curriculum design and delivery. Through dynamic stakeholder engagement and evidence-based practices, DPU commits to nurturing future-ready professionals capable of contributing meaningfully to society and the global workforce.

Date of Implementation: 10/11/2021
Date of Amendment : 18/12/2024

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Dr. J. S. Bhawalkar
Registrar