



Criterion 2 - Teaching-learning and Evaluation

2.5 Evaluation Process and Reforms

2.5.1 Mechanism of internal/ external assessment is transparent and the grievance redressal system is time- bound and efficient

Response:

The college has a mechanism of internal/external assessment that is transparent, robust, time-bound and efficient. Institute follows the regulations and guidelines of Dr B.A. M. University Aurangabad to deal with examination-related mechanisms and grievances. Internal assessment is a process of evaluating the performance of a student by the teachers within the educational institution. External assessment is a process of evaluating the performance of a student by an external body or agency.

Internal Evaluation:

The internal evaluation cell prepared the internal assessment timetable and conducted it accordingly. The subject teachers inform the students a week before a syllabus for unit tests. The question papers and scheme of evaluation are prepared by the teacher and submitted to the internal exam coordinator. The internal evaluation begins in the classroom answer sheet provided by the college. After examination, the answer sheets are handover to the subject teacher and results are declared next week by the teacher. Tutorials are conducted by teachers in the classroom. Throughout the academic year, the performance of the students is assessed by assignments submission, project works, seminar presentations, group discussions, study tours and practical work.

Transparency in internal evaluation is ensured as marks of students are displayed on the departmental

notice board after the evaluation of unit tests and answer sheets are provided to the students for their overall observation. If any grievance regarding obtained marks and performance in other internal activities, students concern the subject teachers for corrections. The subject teachers deal with the student's problems regarding evaluation and allotted marks. If the student is not satisfied, the matter is placed before the Head of the Department. Grievances associated with the internal examination are taken up immediately and resolved. Grievances are resolved as per guidelines and the internal examination policy of the College. The coordinator of the Internal Examination Cell/Student Grievances and Redressal Committee takes necessary action to solve grievances.

External Evaluation:

External Evaluation: The institute conducts semester university examinations in the college as per the schedule. The question papers and answer sheets are provided by an affiliated university and are set and moderated as per the prescribed syllabus. The answer sheets are sent to the University for Central Evaluation and the university is bound to declare results within 40 days.

The common grievances of the students are out-of-syllabus questions, misprint in question papers, allocation of marks to questions, and incorrect options to MCQs. Common grievances related to results include answer sheets' undervaluation, change of medium, change of name or misspelt, change in subjects, incorrect internal marks, absent remarks, and withheld results for unknown reasons. The students' grievances related to external examination are solved in a time-bound period. Transparency is followed irrespective of gender, caste, or religion. Grievances are resolved in a time-bound manner. Evaluation is efficient in terms of transparency and time-bound nature. For example, after the declaration of the result, students can get a Xerox copy of the answer sheet from the university by applying in the prescribed format and paying its fees. Such Xerox copy is assessed by the subject teacher and if he can get more marks Students apply for redressal to the university.


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