**2.5 Evaluation Process and Reforms:**

**2.5.1 Reforms in Continuous Internal Evaluation (CIE) system at the institutional level**

**Response:** The College is affiliated to HNGU, Patan and hence the systems mandated by the University are strictly followed by the college. The University in all UG and PG programmes has introduced a Choice Based Credit and Semester System. Since 2011, the University has introduced a system for both Continuous internal evaluation and End Semester evaluation (ESE). In tune with the reforms made by the university, the internal evaluation system of the college is revised from time to time. The college has introduced the Continuous Internal Evaluation (CIE) system for internal marking at the institutional level. After the student gets admitted to the college the evaluation methods, both Continuous Internal Evaluation (CIE) and End Semester Evaluation (ESE), are communicated to the students by way of the prospectus, the college website, and display notices on the board. During orientation, the students are given a clear idea about the syllabus and evaluation procedures. The entire internal evaluation process involves classroom evaluation, internal test assignments or book reviews. Tentative dates for two unit tests are planned by the IQAC and it is confirmed after discussion in the meeting of the Examination Committee. The examination committee prepares the timetable for the internal exam. The Exam Committee monitors the implementation and frequency of continuous assessment methods. The periodic instructions issued by the university are communicated to the students.

The Internal evaluation of UG and PG programmes is conducted based on four important criteria attendance/seminar//book review (05MArks), assignments (05Marks), attendance (05 Marks) Quiz/projects (Marks 10), and two internal unit test examinations (20 Marks)

After the conduct of internal unit test examinations, the answer sheets are evaluated within the stipulated time and the process of evaluation is transparent for the students. After the internal unit test examination, the faculty discusses the common mistakes made by the students and helps them how to reduce such errors during classroom teaching. Suitable remedial coaching is provided to make slow learners better.

The faculty addresses the rightful grievances of the students about the marks obtained in the internal examination. Retest examinations are conducted for students who have not attempted the internal examination as per the timetable due to unforeseen reasons.

Mark sheets of internal marks are prepared with the utmost care and are displayed on the notice board for verification.

The introduction of the new system of evaluation has brought visible changes in the performance of the students, both inside the classroom and outside. A few examples are cited below:

* The regularity of students in attending classes ensured.
* Students are found to be taking a greater interest in programmes like NSS, NCC, Sports, cultural activities etc.

The College has identified the aspects below as Programme Outcomes.

* **Problem analysis/solving, design and development of solutions:** Principle of Reflection –Students will be able to gain knowledge, ask questions, develop skills, and form conclusions through reflective thinking
* **Community engagement:** Principle of Forming and educating agents of change – Help students to share gifts, pursue justice, and demonstrate through communication solutions, concern for the poor and marginalized.
* **Environment sustainability:** Students are trained to implement best practices in environmental conservation and sustainability through action.
* **Ethics and Communication:** Principle of Discernment – Train students to discern ethical principles and personal values in light of academic experience.
* **Individuality and Teamwork:**  Students will be able to work collaboratively and effectively with diverse groups towards personal and common goals.
* **Competencies for Employment and Research:** Instil professional competencies and values in students that aid in rapid growth, and provide them the confidence to be in positions of responsibility that help serve for the betterment of society.
* **Cultural and Global Engagements:** Principle of Solidarity and Kinship which Enables students to integrate varying perspectives that link local and global realities.