

Examination - Reforms

- ❖ Being a quality conscious institute, the evaluation of performance of the students are done through "Continuous Assessment" and "Assessment of the Attainment of Learning Outcomes".
- ❖ To make the evaluation process robust and fool proof, the entire evaluation / examination management system is computerised.
- ❖ The IT integration is done through ERP tool - MasterSoft
- ❖ As a part of the quality initiatives, several reforms have been introduced in the evaluation system and some of them are furnished below:
 - Online registration for Semester End Examinations
 - Online fee payment
 - Generation of hall ticket with photograph in the web portal
 - Marks entry by the course teachers in the web portal
 - Auto compilation of Continuous Assessment mark (periodical assessments + semester end examinations) for the award of the grade
 - Result generation and Publication in Institution website
 - Online application for Photocopy & Revaluation of answer scripts
 - Quick publication of results (10 working days)
 - Generation of mark statements with holograms
 - Generation of provisional certificate
 - Generation of degree certificate with tamper proof
- ❖ A student who is awarded 'U' grade (Fail grade) will have the option to redo the course under regular / evening mode when offered by the respective department.
- ❖ Centralized valuation of semester end examination answer scripts department / school wise with structured procedure for quality monitoring and to reduce/ minimize errors.
- ❖ Well-established revaluation / grievance redress
- ❖ Redressal procedure for effective disposal of grievances.
- ❖ A four tier academic audit system is in place, both to monitor the quality of teaching-learning process and to improve the efficacy of the evaluation system.
 - Department Academic Audit Committee (DAAC)
 - External Academic Audit Committee (EAAC)
 - Internal Quality Assurance Cell (IQAC)
 - Academic and Administrative Audit (AAA)
- ❖ As the evaluation process is done by the respective course teacher, the above four audit processes are gaining more significance.

- ❖ The DAAC committee consists of the senior faculty members of the department, who would go through the question papers and sample answer sheets.
- ❖ The question papers are checked for the correctness, timing, traits of Bloom's taxonomy including higher order thinking skills.
- ❖ Based on the feedback given by the DAAC, the respective course teachers will incorporate the suggestions appropriately.
- ❖ Similarly, the answer sheets are audited for the unbiasedness of the evaluation process.
- ❖ In the case of EAAC, the members are drawn from the premier institutions like IITM, Anna University etc.,
- ❖ This committee will audit the complete teaching-learning process including question papers, answer sheets and course files.
- ❖ The suggestion of the committee would be suitably addressed by the respective HoD / Dean.
- ❖ In addition, the evaluation process is also audited by the IQAC team and the AAA committee, for which an Ex-Vice Chancellor will be the chairperson.
- ❖ Another major reform in the examination system of this institute is making the degree certificates, mark statements available online, through an MoU with National Academic Depository (NAD).
- ❖ Because of this digitization of the certificates, verification by the industries / employers become easier, quicker, reliable and more transparent.
- ❖ One another value addition in the pipeline is that, introduction of QR codes in the certificates, which would easily enable the authenticity.
- ❖ The students are given an option to apply either for getting photocopy of the evaluated answer sheets or revaluation.
- ❖ When the students apply for the revaluation, the answer sheets are not evaluated by the course teacher, who has done the first round of evaluation. The same would be given to a senior faculty member, who is a known subject expert, for revaluation.
- ❖ If the difference in the marks scored by the candidate by the two examiners is less than 10, then the highest mark would be awarded to the candidate.
- ❖ On the other hand, if the difference of marks awarded by the two examiners is more than 10, then the revaluation process would be allotted to a third examiner. He would evaluate both the score cards and his decision would be the final.
- ❖ Similarly, any grievance related to the examination system would be addressed.
- ❖ The entire COE office and its activities are monitored by a surveillance CCTV camera and hence the security and the safety of the examination system is ensured.

- ❖ The authenticity of the degree certificate is established through 15 security features including hologram visibility in UV light, micro borderline consisting of the institute's name which cannot be seen by naked eye, the photocopy of the degree certificate will have a watermark of "copy", mirror image of the institute name in the background of the certificate etc.,
- ❖ Similarly, the consolidated mark statement would have 09 security features including waterproof, tear resistant, hologram etc.,
- ❖ To oversee the co-ordinated activities of examination management system, an examination advisory board, is being constituted with Vice Chancellor as the Chairman.
- ❖ To make the system and process more transparent and precise, an examination manual has been brought out by the Office of COE and the same is disseminated to all the stakeholders.
- ❖ Periodical feedback is collected from all the stakeholders and the same is incorporated into the system for betterment.
- ❖ The incorrect / damaged certificates are broken into small pieces using a shredder, so that, the same cannot be misused by bad elements.
- ❖ Scribe facility is provided for the needy students.
- ❖ Orientation on the examination and evaluation system is administered to the new faculty members, during the time of Induction training programme
- ❖ The CoE office will prepare the Examination Calendar, well before the start of the academic year, which would enable the Academic section, to plan & prepare the Academic Calendar, every year.
- ❖ The provisional certificates are issued to the students, within two weeks, after publication of results of the final semester.
- ❖ The quality up gradation of the examination management system is taking place, regularly, because of which, the efficacy is ensured.