6.5.2 – The Institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

ADDITIONAL INFORMATION

IQAC of HCAS is adopting a well-defined review mechanism of Teaching-Learning process through

1. Performance Based Appraisal System (PBAS) and feedback Mechanism
2. Academic & ISO audits

Example 1: Review through PBAS and Feedback

- Maintenance of course file for every course by all faculties are mandatory in the college.

- Lesson plans along with teaching methodologies such as ICT based Teaching-Power Point Presentation, Visuals and Animations.
- The ratio of classes taken and classes allotted as per the time table is evaluated to know the regularity of the faculty.
- Review of Semester end result analysis for the grades of students
- Student feedback for faculty is being practiced in all departments.

Example 2: Review through Academic and ISO audits Academic audit is conducted to monitor the quality of teaching-learning along with other academic related activities. Internal and External thorough audits are conducted for all departments annually. Internal audit is conducted by the committee of senior faculty constituted by the IQAC coordinator.The external audit is conducted by inviting experts from academic institution of repute. Internal ISO audit is conducted by the committee of senior faculty constituted by the ISO coordinator and Principal, while the external audit is conducted for randomly selected departments annually. **The Audits includes verification of the following criteria**

- Monitoring of teaching-learning process.
- Assessment of teaching process in classrooms.
- Random verification of evaluated answer papers and question paper during the semester.
- Innovative teaching methods presented if any
- Verification of course files
- Student performance indices – Minimum attendance, marks obtained in the internal examinations and grades obtained in external examinations
- Mechanism and activities for slow learners for their improvement and outcomes
- Student counseling /mentoring mechanism

- Best student projects with awards
- Training programs conducted for students Seminars, workshops and Guest lecturers
- Scope for Self-learning through certificate courses / Online courses
- Activities of students in professional bodies and co-curricular activities
- Student success rate, Placements, Higher education
- Students feedback and follow up action

The recommendations of the audit committees are taken into the consideration for the improvement of academic quality in the department.

Follow up action

According to the result analysis, slow learners and fast learners are identified. Remedial classes are conducted for slow learners to make them up to the mark.