



Panchakshri Shivacharya Trust's

## CHANNABASWESHWAR PHARMACY COLLEGE (DEGREE)

Kava Road, Basweshwar Chowk, Latur-413512 (Maharashtra) Tel./Fax :- (02382) 243855

DTE Code :- 2253, University Code :- 947, MSBTE Code :- 2041

Email:- channabasweshwar@gmail.com / principalcbpc@gmail.com Website:- www.channabasweshwar.org

Approved by:- Govt. of Maharashtra, PCI, New Delhi, Affiliated to:- S.R.T.M. University, Nanded, MSBTE, Mumbai.

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

#### ❖ Mechanism of internal/external assessment

- **Internal assessment:** Student performance was evaluated based on their performance in various academic activities, such as sessional examinations, assignments, class tests, quizzes, group or individual projects, presentations, and class participation throughout the course. The criterion adopted for the internal assessment of students is as directed by the SRTM University, Nanded, and PCI, New Delhi.
- Student performance is continuously monitored and recorded by the subject Incharge and reported to the respective mentor. Twice a semester, the mentor held an internal meeting with the mentee and reported to the course coordinator. Then, parents are informed about each student's performance via digital media, and required action is taken to support student performance. In accordance with the schedule provided by the academic in charge or higher authorities of the institution, the college also has parent-student meetings once per semester.
- Every experiment involves evaluating the students' day-to-day performance, which includes regularity, performance, viva, and promptness in submitting the record. The marks/grade received by the student for each experiment in a lab course is noted in the observation or record. For the quality of the projects, the evaluation is done by the **Project Review Committee** along with the project guides.
- The end-of-semester lab and project exams will be graded by an outside examiner chosen from the other colleges in accordance with university policy. All the examinations were conducted under the surveillance of CCTV cameras and continuously monitored by the exam in-charge, academic Incharge, and principal.
- **External assessment:** The external assessment mechanisms, such as university examination records, research paper publication or presentation, and participation in career-oriented courses, are used to evaluate and track the performance of the students.



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### ❖ Students Grievance Redressal System Mechanism:

- Faculty continuously evaluates students based on theoretical lectures, labs, assignments, unit tests, and marks are assigned based on defined University and PCI methodologies and shown on the notice board. If any queries, students should submit grievances through the prescribed format to Exam incharge or head of the department. The exam incharge or head of the department conveys and discusses the student grievance with the respective faculty member without disclosing the student's name and action taken on the grievance convey to students.
- The grievances during the conduction of online/theory examinations are considered (via telephonic) and discussed in consultation with the principal and if necessary, forwarded to the university by examination section. The queries related to results, corrections in mark sheets, and other certificates issued by the university are handled at SRTMU Nanded examination section after forwarding such queries through the college examination section.
- Students are allowed to apply for revaluation, recounting, and challenge evaluation by paying necessary processing fees to the university if they are not satisfied with the university evaluation through college. If the re-counting/re-evaluation results are not satisfactory, a student can apply for challenge evaluation within a week after the announcement of the revaluation results. The evaluation process is carried out by two subject experts. The entire process is maintained transparent and time-bound by the university.



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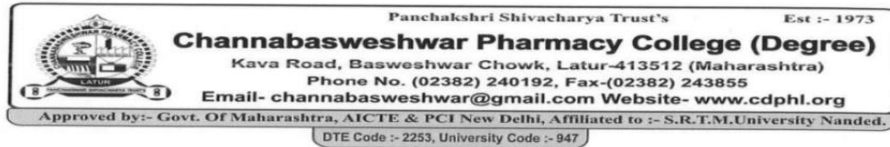
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## ANNUAL REPORT -2018-19

### Student Grievance Redressal Committee

As per the instruction issued by Hon'ble Supreme court. College has constituted the Student Grievance Redressal committee. The members are as follows :

Sr. No.	Name	Designation in Committee
01	Dr. Vijayendra Swamy S.M.	Chairman
02	Dr. Bhusnure Omprakash Gadgeppa	Member
03	Dr. Nagoba Shivappa Narsing	Member
04	Mr. Gholave Sachin Bhagwat	Member
05	Mrs. Giram Padmaja Sidram	Member
06	Mr. Swami Sidram Sambayya	Member
07	Mrs. Kumthekar Vijayalaxmi Bhagwanrao	Member

Student facing any problem regarding ragging contact to above member.

Committee members and student representatives of each class attended meeting on 2/03/2019

### Objectives of committee:

A Student Grievance Redressal Committee has been constituted for the redressal of the problems reported by the Students of the College with the following objectives:

- To develop a responsive and accountable attitude among all the stakeholders in order to maintain a harmonious educational atmosphere in the institute and to prevent unfair practices in admission process.
- To create awareness of availability of members for students and faculties to report grievances.
- Students put in writing their grievances and their suggestions for improving the academics and administration for that Suggestion / complaint Box have been installed in front of the administrative Block in the College.

### Functions of committee:

The Committee deals with Grievances received in writing from the students about any of the following matters



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- Academic Matter Related to timely issue of duplicate Mark-sheets, Transfer Certificates and Conduct Certificates or other examination related matters and also Financial Matters Related to dues and payments for various items from library, hostels etc.  
Other Matters Related to certain misgivings about conditions of sanitation, preparation of food, availability of transport etc.
- To offer services of counseling and create awareness to the students.
- Displaying contacts of concerned committee members on notice boards in the premises and making students aware about the working mechanism of committee, procedure to register complaints.

#### Formulation of Student grievance Redressal committee:

As per the AICTE's Establishment of Mechanism for Grievance Redressal, Regulation 2012, the Grievance Redressal Committee has been formed in the Institute.

#### Agenda of meeting :

- To discuss and evaluate the nature of the grievances.
- To discuss and approve the methods of redressal and appropriate action to be taken in the matter.
- To discuss the issues of grievance in the premises

#### Report :

As per the regulation by statutory body Student Grievance Redressal Committee was established. As per constitution of Student Grievance Redressal Committee meetings were arranged in meeting room with all the members, meeting was conducted for feedback purposes and regular working, but no any complaint was found. Smooth conduction of teaching and learning develop in campus. In accordance with the directives from UGC, mechanism and Grievance Redressal, Regulation with procedure were displayed at various places in the college. Smooth conduction of teaching and learning develop in campus.

In the academic year 2018-19 all the college student specially freshers were counseled by college principal and give the information about Student Grievance Redressal Committee on 22/12/2018

#### Discussion:

Through the discussion it was found that no any issues /complaint were raised in the premises.

#### Member of Committee (on date: 2/03/2019)

Dr. Bhusnure Omprakash Gadgeppa  
Dr. Nagoba Shivappa Narsing  
Mr. Gholave Sachin Bhagwat  
Mrs. Giram Padmaja Sidram  
Mr. Swami Sidram Sambayya  
Mrs. Kumthekar Vijayalaxmi Bhagwanrao

Principal/Chairman

Dr. Vijayendra Swamy S.M  
Principal  
Channabasweshwar Pharmacy College (Degree)  
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Channabasweshwar Pharmacy  
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