

19. Examination Reforms by the College

A. Creation of Comprehensive database of Examiners:

Examiners' database comprises of the details of the Examiners such as name, designation, Qualification, area of Interest, Affiliation, Contact details, Total experience in Teaching and Bank details. Subject wise list of examiners is prepared by sourcing the data from individual faculty members. The Examiners' database was presented before the members of BOE and their approval was accorded.

B. Procedural reforms

- Previous years question papers and model question papers are shared with Students as a ready reckoner.
- Examination Calendar and academic calendar in the Student Handbook helps to bring about transparency, awareness among the students and staff regarding the Centre for Examinations calendar.
- Board of Examiners (BOE) and Examination board and grading advisory committee is constituted to maintain fairness in Examination system.
- Online display of Exam notices through SAP portal, UUCMS Portal and college website.
- Online registration for the End Semester Examination through SAP and UUCMS
- Automated seating arrangement through SAP portal and UUCMS portal
- Utilization of Barcode for answer scripts and marks entry
- Online entry of CIA marks through SAP portal and UUCMS portal
- Online publication of results through SAP portal and UUCMS portal
- Assignments using LMS platform are encouraged by all faculty members along with hard copy submissions.
- The soft Copy of Question Paper is obtained from the examiners (Internal & External) instead of Manuscript. This will reduce the typographic errors and the faculty Member to complete the task within the scheduled time.

C. Question paper Setting

- The Question Paper shall consist of three Sections viz., A, B and C. Section A carries 5 marks questions, Section B Carries 10 marks Questions and Section C is a Compulsory question which carries 20 marks. The QP is set for 100 Marks
- Examiners were provided with the Model question paper for setting question paper
- The distribution of marks to each question should be indicated in the question paper along with Cognitive Level (CL) and Course outcome (CO)
- The question paper should cover the entire syllabus with proper distribution and Weightage of marks for each question or a part thereof. The question paper should cover all the units so as to discourage selective study and cramming. No question should be set outside the syllabus.

- Maintaining the standard, the language of questions should be simple, direct, and worded clearly and unequivocally. So that the candidates may have no difficulty in appreciating the scope and purpose of the questions
- Sketches, figures and tables if any should be clearly drawn.
- It is Preferable to set the question paper according to Bloom's Taxonomy (Refer Bloom's Taxonomy Action Verbs)
- Examiners should provide Instructions on Issue of Tables, charts etc., when absolutely necessary
- Examiners were informed to fill all the details in the Bill of remuneration and return by placing in the outer cover and also provide Bank details, Account Number, IFSC code and PAN number in the space provided in the Remuneration bill.
- Invitation to set QP was sent to the Examiners from the approved list. A total of 4 sets of QP were obtained from each subject. The QP setting was sent to both Internal and External Examiners.
- The QP setting invite along with necessary stationary is dispatched to examiners and a time frame of 15 days was provided to complete the task.

D. Scrutiny of Question Paper

- 4 sets of Question Papers Remuneration bills will be received from the Examiners' (Internal and external)
- The QP were barcoded to conceal the identity of the Examiners.
- The Barcoded QP and scheme and solution was scrutinised by the Members of BOE
- A separate team of BOE members was formed subject wise and all the 4 sets of QP and were thoroughly examined.
- The questions were modified, replaced and corrected wherever required.
- Reviewed QP was handed over to COE for final selection of QP.
- The COE selected one set of QP from each subject
- Highest level of confidentiality was maintained throughout the process.
- The QP was printed on the day of Examination in the Centre for Examination before 45 minutes from the commencement of examination.
- The Scheme and Solution for the selected QP was prepared by the Internal faculty member and used for valuation

E. Examination and Evaluation Process

- The SEE included both Theory and Practical Examinations.
- The External Examiners for conduction of Practical Examinations was sourced from the list of Examiners approved by BOE.

- The appointment orders and the instructions to Examiners for conduction of practical examinations were issued from the Office of COE
- The Theory examinations were conducted by the examinations committee headed by Chief superintendent and assisted by DCS
- The Answer scripts were bundled and sealed in the cloth bag subject wise along with Form A and Form B and handed over to the office of COE immediately after every examination by the Examination Committee.
- The Answer scripts were coded using Bar coding technique. The unique bar codes were generated by SAP & UUCMS
- The External evaluators for the valuation of answer scripts were sourced from the list of examiners approved by BOE.
- All the answer scripts were subjected to TWO valuations. Each answer script was valued by Internal Examiner (Faculty of RVIM) and External Examiner.
- The final marks for each student was calculated on the basis of the average of two valuations. The deviations between the first and second valuation more than 20 marks was subjected to Third valuation. The marks awarded by the valuator of third valuation is final.
- All the Examiners (Internal and external) entered the marks, question wise in the SAP portal and UUCMS Portal after the evaluation. Each Examiner was given ID and password to enter the marks in the SAP portal and UUCMS Portal and This process completely eliminated the total mistakes and incomplete valuation.
- Maximum of 60 scripts were assigned to each Examiner per day for valuation.

F. Continuous Internal Assessment (CIA)

Internal assessment for each course is continuous, and date for each activity is notified well in advance to all the students.

CIA Evaluation pattern:

Sl. No.	Evaluation Item	Unit of Evaluation	Marks Allotted	Timeline
1	Mid - Term Test	Individual	20	After completion of 2-3 modules
2	Attendance and Class participation	Individual	5	At the end of the semester
3	Remaining assignments (Quiz, Individual assignment, Cap-Stone project, Major or minor project, Group assignments etc.)	Individual / Group	25	Full Semester
Total marks			50	

G. Evaluation pattern:

Continuous Internal Assessment (CIA): 50 Marks

Semester End Examination (SEE): 50 Marks

Internal & External: 50% & 50%

Minimum requirement to get promoted:

Students should secure minimum of 40% marks in CIA to write the semester end exam and should secure minimum of 40% in SEE to pass the subject

Semester End Examinations are conducted for 100 marks and the duration of the Examination is 3 hours. The SEE is reduced to 50 marks for declaration of results

Minimum marks to be obtained: CIA – 20 out of 50 marks

SEE – 40 out of 100 Marks (will be reduced to 50 marks)

Total – 40 out of 100 Marks

Minimum 75% attendance is required to write the Semester End Examination

Promoting to II year = Students should clear Minimum of 50% of Total credits of first Year

H. Grading system

Grade Points The papers are marked in a, conventional way for 100 marks. The marks obtained are converted to grade point according to the following table.

Table of conversion % Marks to Grade Point	
Marks	Grade Point
96-100	10
91-95	9.5
86-90	9
81-85	8.5
76-80	8
71-75	7.5
66-70	7
61-65	6.5
56-60	6
51-55	5.5
46-50	5
41-45	4.5
40	4
Below 40	0

The semester grade point average(SGPA)- is the sum of the product of the credits with the grade points scored in all subjects divided by the total credits in the semester.

SGPA=Credits x Grade Points/Total Credits

Minimum SGPA for a pass is 4.

If a student has not passed in a subject or is absent then the SGPA is not assigned.

2. The cumulative grade point average (CGPA)-is the weighted average of all the subjects undergone by a student over all the six semesters of a course.

CGPA = Σ Total credits in the semester x SGPA / Total credits of the course.

SGPA and CGPA will be rounded off to two decimal places.

Interpretation of SGPA/CGPA/ Classification of final result for a PG course.

Final Result Grade Description			
Semester/Program percentage of marks	Semester GPA/ Program CGPA	Alpha Sign/ Letter Grade	Result/ Class description
9.00 -10.00	9.00 -10.00	O (Outstanding)	Outstanding
8.00- < 9.00	8.00- < 9.00	A+ (Excellent)	First class Exemplary
7.00 - < 8.00	7.00 - <8.00	A (Very Good)	First class Distinction
6.00 - < 7.00	6.00 - <7.00	B+ (Good)	First class
5.50 - <6.00	5.50 - <6.00	B (Above Average)	Higher second Class
5.00 - < 5.50	5.00 - <5.50	C (Average)	Second class
4.00 - <5.00	4.00 - <5.00	P (Pass)	Pass class
Below 4.00	Below 4.00	F (Fail)	Fail/ re-appear
0	0	Ab (Absent)	Absent

I. Supplementary Examination

Supplementary Exams are conducted for every subject is every Semesters.

J. Paper viewing process (PVP)

After the provisional results are announced, the candidate can view his answer scripts for any discrepancy found. Paper viewing process eliminates issue of Photostat copying of answer scripts and bring total transparency in the evaluation process and practice.

PVP involves the following steps:

Step – I: Registration for PVP

The registration dates will be announced by the COE office once the provisional results have been announced. For each course for which the student wishes to verify the answer script, the student needs to register for the course in the prescribed format along with the Rs. 250 fee.

Step – II: Schedule for PVP

The schedule to view the answer scripts will be announced and the student should be present personally to view the answer scripts. If student is willing to apply for revaluation of the answer script, he may do so by applying for challenge valuation by paying the fee of Rs. 5000 per subject.

Step – III: Valuation by Expert

The Challenge valuation will be done by an expert (External examiner) and student will have to accept an increase or decrease in marks after revaluation whichever is awarded by the evaluator. This will be final.

19.1 Summary of Results

Results for the academic year - 2023-24 May-June 2024 Examination 1st Semester MBA (2023-2025 Batch)

STUDENT WISE RESULT ANALYSIS	
Total No of Students appeared	180
Total No of Students passed in all subjects	114
Total No of Students with Outstanding grade	-
Total No of Students with First class Exemplary	20
Total No of Students with First class Distinction	51
Total No of Students with First class	41
Total No of Students with Higher second Class	1
Total No of Students with Second class	1
Total No of Students with Pass class	-
Total No of Students with Fail/ re-appear	66
Pass Percentage	63%