

Best Practice – 1

Title of the Practice: Centralized Internal Assessment Cell

Objective: The main purpose of introducing Centralized Internal Assessment Cell in SEACET is to bring transparency in the periodic evaluation of teaching learning process. The Centralized Internal Assessment Cell assesses the performance of students over a well-distributed interval of time within the semester and to make the examination an internal and integral part of the teaching process.

The Context: Internal Assessment is a continuous, periodic and internal, in which assessment is done in relation to certain abilities and skills of the students periodically and continuously. Internal assessment tests will be conducted by college as per University schedule, while end examinations are conducted by the University. Internal assessment is to be assessed by the faculty of the particular course and no external teacher or instructor involved in this. The Cell follows a well defined and transparent methodology to evaluate the robustness of internal assessments meant for eradicating the problems relating to examination system. A good internal evaluation system allows teachers of various courses to evaluate the performance of their students in accordance with the objectives they had set before themselves.

The Practice: Institute is affiliated to VTU, Belagavi, the rules and regulations for evaluation process are laid down by the affiliating University and are communicated to students through syllabus copies supplied in the beginning of first year of their academic program.

SEACET Centralized Internal Assessment Section is headed by the Principal and assist by Exam

An internal assessment test committee is established in the campus with Principal as the head and representatives from all the departments as IA coordinates. IA Committee Meetings are conducted on regular basis.

The SEACET Exam Cell is well established in terms of infrastructure, computing, printing and intercom facilities. The schedules of internal assessments are communicated to students and faculty in the beginning of the semester through institute academic calendar. The internal assessment evaluation process is communicated to students by the respective faculty and also during orientation program for first year students. There is a Blue Book system to record IA Test.

Syllabus for internal assessment will be communicated to students well in advance. Question papers are set based on Course outcomes and are approved by heads of the department. Scheme and Solution are prepared by the faculty and are displayed on the notice board on completion of the assessment. Evaluation of blue books is based on scheme and solution by the faculty and internal assessment marks are displayed on the notice board. The blue books are given to students after the completion of evaluation for verification of the marks. Any grievances in evaluation will be handled by faculty and Head of the department if necessary.

Evidence of Success: The success rate in the final university exam has been improved after the implementation of the centralized internal assessment cell. Consistent pass percentage ($> 75\%$)

as is witnessed. All internal exams related works are done inside the confidential room like Generation & Photocopying of exam Question papers, storing all unused answer scripts and dispatching of Written Answer scripts from the concerned class rooms to the Centralized Exam Cell. Transparency in exam and there is no chance of malpractice or injustice, since the question paper is reaching the respective exam hall just like the VTU exam. The institution follows a very clear, well planned calendar which schedules the examination. The faculty members are completing the valuation within a stipulated time so and the same is informed to parents and they can attend the regular Parent Teacher Meeting. The students with fewer marks in the respective subjects are identified by the class in charges and remedial /tutorial classes are given on that basis. This system is producing a good quality students that are confident in facing University exams..

Problems Encountered: Nil.

Resources Required: A body of dedicated faculties, IA Coordinators and supporting staffs. Supply of examination materials and printouts to cater to the needs of all students.

Future plans: Mapping of IA Performance linking it with the End Exam Performance and Track down the progress for each student.

Best Practice- 2

Title of the Practice: SEACET Institution Innovation Council.

- **Objectives:**
- To provide place for innovative ideas
- To provide startup opportunities for Students
- To provide necessary awareness and motivational programs towards IPR.
- To support students and faculty innovations for society development.

The Context

Keeping in view the Vision and Mission the College has Setup Institution's Innovation council (IIC) for developing students and staff research and innovations by conducting conferences, workshops, FDPs and Interactive sessions. This is proposed and encouraged by AICTE and MHRD. With this practice, the college is able to empower the young minds towards innovations, start-ups, and patents. Hence, the students and faculty are always encouraged to embrace every opportunity, immerse themselves may design a Carrier based on this experience.

The Practice:

According to the vision of Ministry of Education (MOE), Innovation Cell we established yet S.E.A. College of Engineering and Technology. This practice is coupled with expert sessions, seminars, conferences, motivational talks, live field visits and project exhibitions. Suitable

Environment is created to take up projects for testing and development. Also, allowing the students to carry out their personal Research projects through this council. Every support is extended to them by way of supply of materials, equipment, stationary, etc.

5. Evidence of Success

After incorporating the IIC in the institute, the College was awarded with certificate of establishment from Institution Innovation Council (IIC) as per the norms of Innovation Cell, Ministry of Education, Govt. of India. During the journey of activities, we awarded best student innovative projects after organizing yearly intra college student projects exhibition.

6. Problems Encountered and Resources Required

The major problem faced in this regard is the support from industry. Also, there is a Problem in getting financial assistance from the government bodies and corporates to improve student innovations and ideas.