

Best Practices

A

1. Title of the Practice

Continuous Internal Assessment (CIA)

2. Objective of the Practice

To make the average and below average students especially Vernacular Medium students to perform in a better way.

3. The Context

Students of different states, religion, caste, mediums, come to Loyola Academy to peruse good and quality education, and develop in all fronts to become men and women to others who stand up to the national growth and social issues. There are day scholars and residential scholars in the campus. To fulfil the above qualities it is very essential to raise the students to the level of spiritual, mental and physical alertness. In this context continuous internal assessment helps students to rise near to the objectives of the best practice.

4. The Practice

Continuous Internal Assessment (CIA):

A student can appear for the Semester-End Examinations SEE only if he/she has obtained a minimum of **40%** Marks in the Continuous Internal Assessment (CIA). Under the CIA system in the college, there **Weekly test, Mid-Semester Exam, Pre-final Exam, Assignment, Viva/Seminar and Attendance**. Weekly test is conducted for 50 minutes, Mid Semester for 2 hours, and Pre-final Exam for 3 hours. Semester-End Exam (SEE), both Theory and Practical are conducted for 3 hours each. The pass mark for S.E.E Theory and Practical is 40% and 50% respectively in each subject. In addition to it CIA and SEE marks put together should not be less than 40% to pass in a subject.

Component	Marks Allotted	Component	Marks Allotted
Weekly test	15	Assignment	05
Mid-Semester	25	Viva/Seminar	05
Pre-final Exam	40	Attendance	10

Grand Total = 100 (100 will be converted into 40 as per CIA Weightage and SEE Weightage is 60)

5. Evidence of Success

Slow learners especially (plus 2) Telugu medium students pickup fast and are likely to emerge as the toppers of the class by the time they finish their degree. Averages of 90% to 95% results are observed through the job oriented courses.

6. Problems Encountered and Resources Required

The First year students have difficulties in adapt to the CIA system. The staff members play a major role in counselling them for the same.

B.

1. Title of the Practice

Internal Academic Audit Cell (AAC) – functioning

2. Objective of the Practice

Aim: To improve the quality of teaching, learning and evaluation of various departments.

3. The Context

The departments update the syllabus every year suiting the needs of the industry as well as institutions of national repute.

4. The Practice

Academic Audit Cell (AAC) was constituted this year with a Coordinator and about 12 members of teaching staff. AAC looks into various aspects of academics like maintenance of teaching diary, lesson plans, allotment of assignments, projects works, cumulative attendance entry, usage of ICT tools mentoring books, details of remedial classes, from teachers. Departmental activities, from Head of Departments.

It also looks into the maintenance of quality of teaching and learning, by conducting internal audit of all the departments in a given format.

5. Evidence of Success

AAC has found that majority of the departments have improved their documentation for the preparation of SSR and preparation for academic audit will be easy to conduct by Commissionerate of Collegiate Education, Government of Telangana, Hyderabad.

6. Problems Encountered and Resources Required

Till date no problems have been encountered.