



OFFICE OF THE PRINCIPAL Govt. College Khertha Distt. Balod (C.G.)

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Policy document for Institution's academic review process

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

IQAC being the central body within the college monitors and review the teaching-learning process regularly. Based on feedback various innovative activities and reforms were introduced. The improvements based on feedback implemented are:

IQAC periodically reviews the teaching-learning process, structures & methodologies of operations, and learning outcomes:

The standard methods of teaching, learning, and evaluation which are proven over the years are being followed.

Academic Calendar: Based on the State govt. Academic Calendar the Institute schedules the academic calendar well in advance at the start of the year with ample time frame for not only the regular teaching-learning process but also to accommodate the various events like seminar/ guest lecture/ workshops/ FDP's/ Hands-on-series and many more.


Preparation of lesson plan for each class: The lesson plan is prepared by the faculty members for all the subjects they teach in that particular class. Enriching the curriculum with guest lectures and field visits.

Daily dairy Record: Everyday faculty write in their daily dairy what they have taught.

Evaluation of teachers by students: The institution has a feedback system to evaluate the teachers by students. The regular evaluation of the teachers by the students, feedback on teaching methodologies, course delivery, attitude, strengths and weaknesses, difficulties faced in the subject give a clear idea about the problems faced by the students. The principal and IQAC coordinator monitor the feedback system and take appropriate corrective actions.

Student learning outcomes: The institute monitors the performance of the students regularly. It has specified procedure to collect and analyze data on student learning outcomes; the following points are adopted by the institute in this context:




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Regular class tests and interactions

Midterm and continuous evaluation comprising of internal tests, assignments, group discussions, and seminar presentations.

Semester system of examination for all PG courses.

Providing Question bank of various subjects to the students

Timely Redressal of students' grievances.


At least 75% Attendance is compulsory in each semester.

Extra classes for weak students to solve their problems.

Effective internal examination and evaluation systems: Institute maintains an effective internal examination and evaluation system.

Students' result analysis: Institute has the provision of analysis of students' performance after the announcement of their results. If the result of the students, in a subject, is not found up to the mark, necessary steps are taken to find out the reasons and the concerned faculty members are counseled and motivated to work towards improvement.




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