

# **SBS GOVT. P.G. COLLEGE**

## **PIPARIYA**



# **SSR DOCUMENT**

**2018-19 TO 2022-23**

## **CRITERION - 2**

### **Teaching-Learning and Evaluation**

#### **Metrics No. 2.5.1**

**Document Title:**

**Grievance Redressal System Policy Document**

# Shaheed Bhagat Singh Government P.G. College Pipariya Distt.- Narmadapuram (M.P.)



College Code – 3203

AISHE Code – C-35178

Accredited by NAAC with B+ Grade

Email – hegpgcpiphos@mp.gov.in, Website – www.sbsgovtpgcollegepipariya.in, Phone/Fax – 07576-220112



कार्यालय प्राचार्य, शहीद भगत सिंह  
शासकीय स्नातकोत्तर महाविद्यालय  
पिपरिया, जिला-नर्मदापुरम् (म.प्र.)

NAAC द्वारा B+ ग्रेड में प्रमाणित  
ईमेल: hegpgcpiphos@mp.gov.in  
महाविद्यालय कोड: 3203  
फोन/फैक्स: 07576-220112  
वेबसाइट: www.gpgcpipariya.nic.in



OFFICE OF THE PRINCIPAL, SHAHEED BHAGAT SINGH  
GOVERNMENT P. G. COLLEGE  
PIPARIYA, DIST-NARMADAPURAM (M.P.)

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E-mail: hegpgcpiphos@mp.gov.in  
COLLEGE CODE: 3203  
PHONE/FAX: 07576-220112  
Website: www.gpgcpipariya.nic.in

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Pipariya, Date 19.06.2024

## DECLARATION

This is to declare that the information, reports, true copies of supporting documents, numerical data etc. furnished in this file as supporting documents are verified by IQAC and found correct.

  
IQAC Coordinator  
Coordinator (IQAC)  
Internal Quality Assurance Cell  
S. B. S. Govt. P. G. College  
PIPARIYA (M. P.)

  
Principal  
PRINCIPAL  
Shaheed Bhagat Singh Govt. P.G. College  
PIPARIYA (M. P.)

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## Grievance Redressal System Policy Document

Internal evaluation is conducted through Comprehensive Cumulative Evaluation (CCE), which basically is a continuous evaluation of the student during the entire course. Faculties have the flexibility to use any of the modes which are defined already to students as per the need of the subject. Many teachers use multiple modes for evaluation and then take the average of best three out of four CCE according to NEP 2020. Prevalent CCE modes for UG and PG are subjective Tests, Multiple Choice Question (MCQ), Surprise test, Open book examination Assignments (during Covid period) and Report Writing, Google form quiz, power point presentations and use of computers etc. The internal assessment is carried out in a systematic manner for theory courses. For theory sessional assessment the question papers are prepared at the department level with reference to old question paper/question bank/book followed by faculty members. Question paper is prepared by individual faculty/ faculty members teaching the same subject.

### Mechanism of Internal Assessment

Academic calendar is available on Madhya Pradesh Higher Education Department (MPHED) at the beginning of each session that is displayed well on notice-boards of each department. Question bank is designed by concerned faculties for CCE 1 and CCE-II which is conducted on a schedule date as per the academic time table. All the records and data related to CCE are conserved by the teacher of the respective department. This includes attendance of students, question papers, valued answer sheets/ copies/ assignments/ summary of marks etc. There is complete transparency in the internal assessment for each evaluation method. After evaluation marks are displayed on the notice board and students are given fair chance to go through their valued answer sheets. Answer sheets are shown to all students and answers are also discussed in the class. In case they have any objection to raise or there is a grievance, they are given patient hearing and their issue is addressed in front of grievance cell of college. Once the students are satisfied with the valuation of their CCE modes, they are advised to put their signatures on the register.