



ST. XAVIER'S COLLEGE, JAIPUR

Hathroi Fort Road, Jaipur - 302001, Rajasthan

Ref : SXC/IQAC/2018/07/441

10 December 2018

IQAC Notice

Teaching Learning Evaluation by Students (Mid-Session)

IQAC will be conducting teaching learning evaluation by students for the teaching staff members from 11th December to 17th December 2018. All the IQAC teacher members are requested to monitor the feedback process for their respective departments during the time slots assigned to the respective department class. Class mentors are requested to inform the already selected students to report to the Lab assigned for the feedback of their teachers at the pre-decided time slot and venue.

Key points to be noted for evaluation:

- Mentors should make sure that the selected students report for the evaluation process.
- If the students are not available on the pre-decided date then mentors can arrange for another slot in consultation with the IQAC faculty coordinator for the department.
- The feedback process should be finished within the time frame decided for the evaluation.
- IQAC faculty members for the department are as follows:
 - Management – Dr. Shikha Bakshi
 - Commerce – Dr. Nitasha Khatri
 - English – Ms. Ranjit Kaur
 - Computer Science – Ms. Vaishali Singh
 - Economics – Mr. Yashwardhan Singh
- IQAC faculty members should be present during the feedback process in the labs assigned to them. They should write the names of all the faculties taking main papers (other than compulsory) within the department on the blackboard so that there is no confusion while students are giving the feedback.

Criterion:

For UG classes following number of students:

- BBA and BCom Part I per section - 25 students
- BBA and BCom Part II per section - 30 students
- BBA and BCom Part III per section - 40 students
- BCA and BA Hons Part I per class - 20 students
- BCA and BA Hons Part II & III per class - 15 students

For PG per class - 5 students

Schedule for Evaluation: (Time: 11:30 – 12:15)

| <i>S. No.</i> | <i>Date</i> | <i>Class</i> | <i>Venue</i> | <i>Faculty-in-charge</i> |
|---------------|-------------|---------------------|-----------------------|--------------------------|
| 1. | 11-12-2018 | BBA I-A (25) | Lab 1 | Dr. Nitasha Khatri |
| 2. | | BA Eng III (15) | | |
| 3. | | MHRM Part II (5) | | |
| 4. | 11-12-2018 | BBA I-B (25) | Lab 2 | Mr. Yashwardhan Singh |
| 5. | | BCA III (15) | | |
| 6. | 12-12-2018 | BBA I-C (25) | Lab 1 | Dr. Nitasha Khatri |
| 7. | | BA Eng II (15) | | |
| 8. | | MHRM Part I (5) | | |
| 10. | 12-12-2018 | BBA I-D (25) | Lab 2 | Ms. Ranjit Kaur |
| 11. | | BCA II (15) | | |
| 12. | 13-12-2018 | BBA III (40) | Lab 1 | Ms. Vaishali Singh |
| 13. | | MA Eng Prev (5) | | |
| 14. | 13-12-2018 | B.Com I-A (25) | Lab 2 | Ms. Ranjit Kaur |
| 15. | | BCA I (20) | | |
| 16. | 14-12-2018 | BBA II-B (30) | Lab 1 | Ms. Vaishali Singh |
| 17. | | BA Eco II (15) | | |
| 18. | 14-12-2018 | B.Com I-C (25) | Lab 2 | Dr. Shikha Bakshi |
| 19. | | M.Sc. IT – Prev (5) | | |
| 20. | | MA Eng Final (5) | | |
| 21. | 15-12-2018 | BBA II-A (30) | Lab 1 | Ms. Vaishali Singh |
| 22. | | BA Eco I (20) | | |
| 23. | 15-12-2018 | BA Pol Sc – I (20) | Lab 2 | Dr. Nitasha Khatri |
| 24. | | MA Eco Prev (5) | | |
| 25. | | BA Eco III (15) | | |
| 26. | 17-12-2018 | B.Com I-B (25) | Lab 1 | Mr. Yashwardhan Singh |
| 27. | | B.Com II-A (30) | | |
| 28. | 17-12-2018 | B.Com III (40) | Lab 2 | Dr. Shikha Bakshi |
| 29. | 17-12-2018 | B.Com II-B (30) | Lab 2 (12:15 onwards) | Mr. Yashwardhan Singh |
| 30. | 17-12-2018 | BA English – 1 (20) | Lab 1 | Ms. Vaishali Singh |

For any clarification please contact IQAC Coordinator.

Principal

Coordinator, IQAC