

## MINUTES OF THE ACADEMIC SUB COMMITTEE MEETING

Meeting date: 12/12/2017 :: Venue Principal's room

A meeting of the academic subcommittee, presided over by Dr. Satyabrata Sahoo, the Principal, was held on 12/12/2017 in the presence of undersigned members to consider following agenda.

### Members present:

1. Dr. Satyabrata Sahoo- Sd/-
2. Prof. Rajat Chakraborty- Sd/-
3. Prof. Susanta Saha- Sd/-
4. Prof. Sudakshina Sengupta – Sd/-
5. Prof Shyamal Banerjee- Sd/-
6. Dr. Mossior Rahaman- Sd/-
7. Dr. Sovona Ghosh – Sd/-
8. Dr. Manika Rakshit – Sd/-
9. Dr. Chandrima Goswami Bhattacharya –
10. Dr. Bratati Dey – Sd/-
11. Prof. Manas Mandal –Sd/-
12. Dr. Subhasree Thakur – Sd/-
13. Prof. Bratati Dey- Sd/-
14. Prof. Sujit Kr. Sasmal- Sd/-
15. Dr. Priyadarshini Mallick – Sd/-
16. Prof. Krishna Kundu( for Rajyashree Halder)- Sd/-
17. Prof. Rasidul Karim- Sd/-
18. Dr. Partha Biswas- Sd/-
19. Prof. Biswajit Majhi – Sd/-
20. Sri Tilak Halder – Sd/-
21. Saddam Hssain Molla (G.S)- Sd/-

### Agenda:

1. To read and confirm minutes of the last meeting.
2. To consider the result of B.Com 1<sup>st</sup> Semester Test Exam result 2017.
3. To consider the result of Mid-Term Test Exam result 2017 of B.A & B.Sc 1<sup>st</sup> year Hons.
4. To consider the importance of forthcoming Part-III Test Exam 2018, in connection with Part-III Final Exam 2018.
5. To consider report from H.O.Ds on classes held and students' presence in current session.
6. Miscellaneous.

### Discussion and resolution:

Before coming to the discussion on formal agenda, the Principal addressed the members saying that presence of all Head of the Departments is essential in Academic Sub-Committee meeting. This has been mentioned several times. He requested all H.O.Ds to take this meeting with all sincerity.

1. The convener of Academic Sub-committee read out the minutes of the last meeting.  
Item no.4 of the last meeting was not confirmed because Departmental Activity Report 2016-17 and Departmental Activity Plan 2017-18 were not prepared by all academic departments of the college.

*The Principal reminded all H.O.Ds to prepare the said report with all sincerity. He argued that NAAC assessment of a college emphasizes much on departmental activities. He also mentioned that preparation of Academic Planner for every academic session is a must for every academic department of the college because according to guidelines of quality assessment, Academic Audit of every session of an institution is going to be mandatory.*

**Decision was taken in the last meeting to install a big notice board on the ground floor of Sailendra Nath Bhawan (formerly New Science Building) of the college. But the decision has yet not been executed. Necessary action will be taken shortly.**

**The four member committee has not submitted any report on 'Guidelines for admission to reserved and unreserved category seats' in B.A, B.Sc and B.Com Hons. and General courses of study. Date of submission of this report was extended to 15<sup>th</sup> February 2018.**

Rest of the minutes of the last meeting was confirmed by the members of this meeting.

2. The result of B.Com Hons & Gen 1<sup>st</sup> Semester, 2017-18 session.

Prof. Rajat Chakraborty, H.O.D of Commerce department, reported that performance of students in B.Com 1<sup>st</sup> Semester Test Exam 2017 is very poor. He added that as per C.U rule, there is a provision for awarding internal marks to these students in the present CBCS system, recently introduced. Students who have attended 75% or more classes, may be awarded 10 marks and students, who have attended 60% classes, may be awarded 5 marks. No internal marks will be awarded if class attendance is less than 60%. Moreover, zero awarded (internal marks) students will not be allowed to sit in the 1<sup>st</sup> Sem examination to be held sometimes in January 2018.

The Principal informed that, as reported by the Dept of Commerce, more than 90% of the students of B.Com Hons. 1<sup>st</sup> Sem and all students of B.Com Gen 1<sup>st</sup> Sem are not eligible to appear in the 1<sup>st</sup> Sem examination owing to deficiency in class attendance record.

Members took the issue seriously and discussed thoroughly on it. After careful thinking, it was decided unanimously that only those students who have attended at least 75 classes out of 297 classes will be allowed to appear in the 1<sup>st</sup> Sem examination to be held in January 2018. It was also decided unanimously that, in future, this decision cannot be used as a precedent.

3. The results of B.A, B.Sc 1<sup>st</sup> Year Hons Mid-term Examination 2017 was placed in the meeting.

The convener of the ASC placed the result along with class attended record received from all H.O.Ds. Members went through the result and class attendance of students across the departments. The general remark was depressing because class attendance record was found very poor and marks obtained by students of all most all departments were not satisfactory. Members discussed among themselves on the miserable scenario of students from the very beginning of their academic session. No definite reason could be unearthed for not attending Honours classes regularly which also explains below the standard performance in their 1<sup>st</sup> examination in the college.

It was decided unanimously that every academic department will serve a notice for their students to communicate the message that in the forthcoming Part-I Test Exam ,18 qualifying marks for Honours will be 35% in both science and humanities division. Along with this each student will have to attend 60% classes before Part-I test examination. Deficient students will not be allowed to appear in Part-I Final Exam 2018. It will also be mentioned in the notice that those students who have very poor class attendance and unsatisfactory marks in the mid-term examination 2017 will remain under a process of continuous scan for the rest of the academic session by the concerned departments.

4. Importance of forthcoming Part-III Test Exam 2018, in connection with Part-III Final Exam 2018.

The convener of ASC initiated the discussion by requesting all H.O.Ds to recollect that every department had reported to NAAC about their students' academic performance through the result of Part-III final examination. This is in conformity with C.U norms also. In the institutional profile, we also use this final term result to report about institutional academic standard. So, in all respect, the result of Part-III examination of every year is the academic indicator of the college. But we, the academic departments and the college authority do not bother at all about the performance of students in part-III test examinations along with their class attendance. He suggested everyone to think about this important aspect of an academic institution.

All members agreed with the convener and discussed sincerely on this issue. It was decided that the Part-III Examination and its result will be made important in a collective approach over the years.

It was also decided unanimously that this year the result of Part-III test examination will be published by every department in departmental notice board.

Another important decision was taken in this context that every year result of regular and casual students of this final examination will be recorded separately. This is because regular students may be assumed, generally, as sincere enough. Hence result of this section of students will be a better descriptor of our academic performance.


5. Report from H.O.Ds on classes held and students' presence in current session.  
This has already been discussed in Item no. 2 & 3 above.

6. Miscellaneous

- a) Dr. S Thakur, H.O.D of Zoology and Dr. Priyadarshini Mallick, H.O.D of Microbiology reported about water leakage in their laboratory which is not only creating inconveniences to comply their daily routine but a nascent danger for the students and faculty at any point of time in future. The Principal assured to take necessary initiative at the earliest.

There was no more issue to discuss.

The meeting ended with thanks to all members.



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