

## MINUTES OF THE ACADEMIC SUB COMMITTEE MEETING

Meeting date: 23/02/2018 :: Venue: Principal's room

A meeting of the academic subcommittee was convened on 23/2/2018 in the Principal's room to consider following agenda. Dr. Satyabrata Sahoo, the Principal & Chairperson, Academic Sub-Committee, presided over the meeting. The undersigned members were present in the meeting.

### 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 –
8. Dr. Manika Rakshit –
9. Dr. Chandrima Goswami Bhattacharya – Sd/-
10. Dr. Bratati Dey – Sd/-
11. Dr. Rupa Acharya—Sd/-
12. Prof. Manas Mandal –Sd/-
13. Dr. Subhasree Thakur – 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 –
21. Saddam Hssain Molla (G.S)-

### Agenda:

1. To read and confirm minutes of the last meeting.
2. To consider the results of B.A/ B.Sc/ B.Com Part-II & Part-I Exam 2017.
3. To consider the issue of class attendance and performance in Mid-Term Exam of B.A/ B.Sc 1<sup>st</sup> year Hons. students and its consequences on Part-I Test and Final Exam 2018.
4. To consider the report submitted by four member committee on admission in 1<sup>st</sup> year degree course in reserved and unreserved seats.
5. Miscellaneous.

### Discussion and resolution:

1. The convener of Academic Sub-committee read out the minutes of the last meeting. The minutes of the last meeting was confirmed by the members of this meeting.
2. The results of B.A/ B.Sc/ B.Com Part-II & Part-I Examination 2017. The college office has served a report on number of students appeared in Part-I and Part-II Exam, 2017 along with the breakup of regular students and casual students. The report shows the status of result. The report shows that in B.A/ B.Sc Part-I Exam 2017, only 379 regular students were qualified for Part-II Hons Exam which is less than half of the students who appeared in Part-I Hons Examination. About 2800 regular students appeared in Part-I General exam. Only 328 students of them had qualified for Part-II Exam. This data is sufficient to conclude that the result in Part-I Exam 2017 was miserable. This poor performance is in spite of the fact that students are admitted on the basis of merit and more than 80% students secure high marks in H.S Examination.

Part-I & Part-II Examination 2017 result (as received from the college office)

Exam	Stream	Student	Appeared	QH	QG	QXI	XI	X	INC
Part-I	B.A /B.Sc	Regular	3669	379	328	1506	154	1299	Nil
	Hon & Gen	Casual	1576	169	545	832	27	Nil	Nil
	B.Com	Regular	139	23	Nil	75	24	Nil	17
	Hons & Gen	Casual	164	31	29	104	Nil	Nil	Nil
Exam	Stream	Student	Appeared	QH	QG	QX2	X2	X	INC
Part-II	B.A /B.Sc	Regular +	3758	435	942	1645	37	695	4
	Hon & Gen	Casual							
	B.Com	Regular +	218	39	16	89	67	7	
	Hons & Gen	Casual							

In B.A, B.Sc & B.Com Part-II Examination 2017, the result is also poor. In B.A & B.Sc, out of 3758 students only 435 + 942 = 1377 students qualified straightway for Part-III Examination 2018. In B.Com, 55 students out of 218 students have qualified for Part-III Examination 2018. The data source could not segregate the casual students from regular students who appeared in Part-II Examination 2017 in B.A, B.Sc & B.Com courses.

H.O.D of almost all departments expressed their inconveniences due to non availability of C.U Exam result from college office within reasonable time. Timely availability could help the department to analyse the result and formulate necessary plan.

The Principal advised that departmental teachers may collect result, immediately after publication, directly from the mark sheets of their students available in the college office. On the basis of an in depth analysis of this result, the department will frame the policy for future.

3. In continuation and modification of second paragraph of item 3 in the resolution of last meeting, it was decided unanimously that students of 1<sup>st</sup> year Honours classes will be allowed to appear in their Part-I Examination 2018 if they have attended classes as per the following norm.
  - i) Students of Lab based subjects will have to attend 40% of classes held and
  - ii) Students of non-lab based subjects including Mathematics will have to attend 25% of classes held.

Students having class attendance less than that of mentioned above will not be allowed to 'Fill-up Form' for ensuing Part-I Examination-2018. These students may appear in Part-I Test Examination but this will not ensure any right to Fill-up Form for Part-I Exam.

Students who have attended minimum percentage of classes attended and thereby appeared in Test Examination will not be assured to Fill-up Form and appear in Part-I Exam unless they score a minimum percentage of marks in the Test Examination.

- iii) Honours students of Lab based subjects will have to score 30% marks and
- iv) Honours students of non Lab based subjects, including Mathematics, will have to score 25% marks in Test Examination for being eligible to Fill-up Form for Part-I Examination.

Every Honours department will serve a notice to their students by 5<sup>th</sup> March 2018, with all important messages mentioned above. During and after Test Examination, departments will act accordingly.

4. A four member committee, comprising of Prof. Sujit Sasmal, Dr. Partha Biswas, Dr. Bratati De and Shyamal Banerjee was framed to enquire into the Govt. orders and existing rules of admission of reserved category students in colleges and recommend a suitable process that can be adopted in our college so that Govt. policy is complied as well as justice is ensured.

The committee had submitted their report to the Principal. The Principal narrated the report before members in the meeting.

The academic sub-committee accepted the report in its full form. The committee unanimously suggested to implement the recommendation in admission of students in reserved and unreserved seats in the next academic session.

5. Miscellaneous.

i) The Principal informed the members that Choice Based Credit System (CBCS) and semester system of teaching learning method is going to be introduced in science subjects from the next academic session (2018-19). He advised all teachers of science departments to get prepared in advance with books and laboratory.

ii) Prof. Sudakshina Sengupta, H.O.D of English department, expressed their requirement for a Smart Class Room exclusively for English department for better and effective teaching & learning.

iii) Prof. Sudakshina Sengupta proposed for introduction of a Spoken English Language course in our college by the Department of English. Teachers of the department will frame the syllabus and they will teach the students. She also proposed that on successful completion of the course, the college will issue a certificate to the students. The members of the committee unanimously supported the proposal. The Principal expressed his warm welcome and committed to extend necessary support for this. The matter will be discussed, in-depth, in the next meeting.

iv) The Principal addressed the members of the Academic Sub-committee and said that the college authorities want to convey a message to all students of this college, irrespective of Honours and General, that the college is serious about the performance of students in internal exams on general subjects also. As a part of this initiative he wanted us to ensure that all answer papers (in internal exams) of general subjects will get evaluated in due time and the marks awarded will be displayed in the notice board. Members unanimously agreed with the Principal and vowed to support him.

There was no more issue to discuss.

The meeting ended with thanks to all members.

**PRINCIPAL**  
**Dhruba Chand Halder College**  
**P.O.- D. Barasat, P.S.- Jaynagar**  
**South 24 Parganas, Pin- 743372**

Dr. Satyabrata Sahoo  
Principal & Chairperson,  
Academic Sub-Committee,  
D C H College