

ACADEMIC SUB COMMITTEE MEETING RESOLUTION

Meeting date: 29/03/2017 :: Venue Principal's room

A meeting of the academic subcommittee presided over by Dr. Satyabrata Sahoo, Principal was held on 29/3/2017 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 Shyamal Banerjee- Sd/-
5. Dr. Mossior Rahaman- Sd/-
6. Dr. Manika Rakshit- Sd/-
7. Dr. Chandrima Goswami Bhattacharya- Sd/-
8. Dr. Subhasree Thakur- Sd/-
9. Prof. Bratati Dey- Sd/-
10. Dr. Rupa Acharya- Sd/-
11. Prof. Achyutananda Biswas- Sd/-
12. Prof. Lakshman Chandra Mondal- Sd/-
13. Prof. Rajyashree Halder- Sd/-
14. Prof. Rasidul Karim- Sd/-
15. Prof. Aamika Saha- Sd/-
16. Prof. Biswajit Majhi- Sd/-
17. Sri Tilak Halder- Sd/-
18. Saddam Hssain Molla (G.S)- Sd/-

Agenda:

1. To consider and analyze the result of B.A, B.Sc & B.Com Part-III Examination result held in 2016.
2. To consider and analyze the result of B.A, B.Sc & B.Com Part-III, Part-II & Part-I Test Examinations 2016-17.
3. To consider and incorporate the recommendations of NAAC Peer Team (Cycle-2)
4. Reporting to guardians about their wards' class attendance and performance in exams.
5. Feedback from students of every class and preparation of report on analysis of feedback.
6. Parent teacher meeting in each department.
7. Preparation of annual report by every academic department on (i) Performance of students in exams; (ii) Progress of the department, (iii) Achievement of the department.
8. Miscellaneous.

Discussion and resolution:

1. Result of B.A/ B.Sc/ B.Com Part-III Examination 2016, as supplied by the college office, was placed before the committee for analysis and discussion on it. The convener read out the result-course wise and programme wise.

Subject	Appeared	Passed with Hons (No. of 1 st Class)	Passed without Hons. (No. of 1 st Division)	Passed but not completed (PNC)
BNGA	108	78 (5)	06	12
ENGA	35	22	07	01
HISA	111	71	09	23
PHIA	42	22 (1)	04	11
PLSA	32	23	01	06
SANA	29	13	05	10
B.A (GEN)	1579	Not applicable	425	320
GEOA	50	48 (15)	NIL	02
MCBA	03	NIL	02	NIL
MTMA	26	17 (1)	06	NIL
ZOOA	08	06 (1)	NIL	NIL
PHSA	04	02	02	NIL
B.SC (GEN)	77	Not applicable	40 (6)	12
B.COM (HONS)	66	19 (1)	NIL	02
B.COM (GEN)	47	Not applicable	07	14

Principal, Dr. Satyabrata Sahoo mentioned name of some departments where students with good result are admitted; but result of students of those departments are not so good. He mentioned the names of Bengali department, Mathematics department, Zoology department and Geography department. He also mentioned that result of Bengali department and Mathematics department is very poor in comparison to University result.

The Principal also sought an explanation from respective H.O.Ds for such performance of students in the final exam. Result of the commerce department is self explained by poor quality of admitted students.

The H.O.D of these departments mainly pointed out the students' absenteeism factor as the root cause of poor performance. According to them, a considerable section of even honours students are very much reluctant to attend classes regularly.

The Principal argued that departmental teachers shall have to take initiatives so that students attend classes regularly.

The H.O.Ds expressed their inability to keep track on students' regularity in classes due to unavailability of class attendance register from the very day of commencement of classes. Generally these registers become available after two months from commencing of these classes.

The Principal proposed that from the next academic session, each teacher will get a file containing students' attendance sheets for Hons classes. This will help teachers in many ways. For general course classes the existing system will be continued. All H.O.Ds accepted this proposal.

The convener of the ASC added that impression of 1st year students about their subjects, regularity of classes, teachers' quality etc grows during first two or three months. So regularity of classes on the part of the teacher is also an essential factor for achieving regular attendance of students. He also added that some wings of the college set date of some events and programmes which directly affects the teaching learning process.

He also mentioned that the college office, in consultation with the Principal, set date of some events. These events are part and parcel of students' academic programme. But these programmes can be arranged by keeping ASC aware so that teaching-learning process gets least hampered. Similar approach may be applicable for setting different programmes by the students' Union. The Head Clerk, the G.S of Students' Union and all H.O.Ds agreed with this view.

2. The convener placed the results of B.A, B.Sc and B.Com Part-I, Part-II and Part-III Test Examination 2016-17. It came out that result of Part-III Test Exam has been submitted partially for the record of ASC. H.O.Ds ascertained that all answer scripts had been evaluated and results were published in departmental notice board.


Regarding Part-II Test Examination result it was found that answer scripts of all Hons. subjects have been evaluated and corresponding results have been published also. Answer scripts of general subjects have been evaluated and marks have also been submitted to ASC except Bengali, History, Philosophy, Mathematics and Chemistry. Result of Commerce department has not been submitted for record of ASC.

Part-I Test Exam result of all Hons. subjects except three have been published within due date; though result of general subjects are yet to publish. Principal commented that some of the Hons departments failed to comply the date of publication of Part-II Hons. Test Exam result. A special notice was served to three departments- Mathematics, Botany and Philosophy seeking explanation for delay in publication. Subsequently these departments did the needful.

3. Report of the NAAC Peer Team , Cycle-2 was considered in the meeting. On the basis of their observations and recommendations following decisions were taken:
 - a) The college will develop a computer laboratory for computer literacy of all students of the college. Prof. Rasidul Karim, Head of the department of Computer Science will prepare a proposal for establishing this laboratory.
 - b) Traditional teaching method is to be replaced by ICT method for teaching. Teachers of almost all departments will develop enough skill to use **Smart Board** and **Digital Class Room**. One trainer will be available sometimes during April or May '17 for demonstration. All teachers will utilize this opportunity.
 - c) To develop a progressive research culture among faculty members, three institutional journals -- Journal of Social Sciences, Journal of Biological Sciences and Journal of Physical Sciences will be published periodically from this college.
 - d) A language laboratory has to be set up using modern specifications.
 - e) The C.L will procure latest reference books. Quantity of magazines and journals subscribed will be increased.
4. As reported by H.O.Ds during last couple of sessions, it has become a common phenomenon in almost all departments that a considerable section of students are reluctant to attend their classes. Even Honours classes are suffering from such syndrome.
It was decided that H.O.Ds of all Hons. departments will arrange parent- teacher meeting periodically for both way exchange of views.
5. None of the departments has collected feedback from their students for the academic session 2016-17. Proposal has come from some faculty members to revise the feedback form once again. The IQAC will do that part.
It was decided that henceforth all departments and all teachers will collect students' feedback on a regular basis. On the basis of analysis of this feedback a comprehensive report will be prepared.
6. It was decided that every department will prepare Annual report at the end of every academic session. The report will be based on a number of areas, such as, faculty report, students' report etc. A list of such areas will be made available subsequently.
7. Miscellaneous.
 - a) Identification of Texts and Reference books in C.L by departmental teachers: The convener raised the issue of number of text and reference books in C.L. In our C.L, though we have a good number of reference books but we do not mention it in any of our report because it is not well defined. Cooperation from departmental teachers is essential to separate out reference books from text books.
 - b) UGC sponsored seminar in our college: So far we have organized only few UGC sponsored seminars in our college. We may take a decision that in every academic session each department will organize at least one UGC Sponsored Seminar.
Principal added that instead of at least one make it at least two.

There was no other agenda to discuss.

The meeting was ended with thanks to everyone.


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