

MINUTES OF THE ACADEMIC SUB COMMITTEE MEETING

Meeting date: 18/09/2018 :: Venue: Principal's room

A meeting of the academic subcommittee was convened on 18/9/2018 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-
4. Prof. Sudakshina Sengupta – Sd/-
5. Prof Shyamal Banerjee- Sd/-
6. Dr. Mossior Rahaman- Sd/-
7. Dr. Sovona Ghosh – Sd/-
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. Prof. Dipankar Roy– Sd/-
16. Prof. Rajyashree Halder—Sd/- (D. K. Halder)
17. Prof. Rasidul Karim- Sd/-
18. Dr. Partha Biswas- Sd/-
19. Prof. Biswajit Majhi – Sd/-
20. Dr. Sreerupa Ghose -- Sd/-
21. Prof. Sreeparna Ghose -- Sd/-
22. Sri Tilak Halder –
23. G.S, Students' Union --

Agenda:

1. To read and confirm the minutes of last meeting.
2. Assessment of students under CBCS – modalities to be followed.
3. Students' attendance – a condition for appearing in semester end examination.
4. Miscellaneous.

Discussion and resolution:

1. The convener read out the minutes of the last meeting. Some major findings from this minutes:
 - i) Bullet (e) could not be confirmed because there are some technical inhibitions in shifting AECC classes in the 3pm – 4 pm time slot.
 - ii) Bullet (j) was incomplete because science stream was not included in it. The matter in this bullet was modified accordingly.
 - iii) Bullet (k) was modified by excluding Economics and Geography Hons students from the special arrangement.
 - iv) Bullet (h): The Principal responded that henceforth all requisitions for appointment of Guest teachers must be supported by existing work load justification of the department. It was decided that this issue will be discussed in detail in the next ASC meeting.

- v) Bulet (i): Prof Rajat Chakraborty questioned about the meaning of the word 'asymmetrical distribution'. The convener replied him.

The Principal then mentioned that weekly routine of the Commerce department is not displayed in the teachers' room. He also mentioned that the commerce department should frame their departmental weekly routine taking into account the other streams (Humanities and Science). This is because it may not be possible to keep the rooms fixed for commerce department classes from the next semester. Rather they may have to share class rooms with other departments.

The minutes of the Academic Sub-committee meeting held on 18/5/2018 was read and confirmed.

2. Regarding assessment of students under CBCS, it was decided unanimously that all academic departments of our college will follow the modalities prescribed by the C.U in this context. The copy of the modalities framed by C. U will be circulated across the departments after 22/9/2018.

Internal assessment will commence after Puja vacation. But the schedule of internal assessment will be notified to the students properly before Puja vacation. A committee will arrange and monitor the internal assessment of all departments generally.

Members of the committee are:

- a) Prof. Sdakshina Sengupta
- b) Dr. Sovona Ghosh
- c) Prof. Sujit Sasmal
- d) Dr. Subhasree Thakur
- e) Prof. Rasidul Karim
- f) Dr. Partha Biswas.

This committee will frame a schedule for Internal assessment of students of all departments, except Commerce department, within 25/9/2018. The dates of internal assessment will be communicated to the students through a notice in college website.

3. The issue of students' attendance and corresponding marks was discussed thoroughly in the meeting. It was decided unanimously that no mercy or relaxation will be shown in attendance for Hons. students. Marks on attendance will be awarded on the basis of exact calculation of attendance.

Regarding General Course students, it was mentioned that some of our students have lost their class attendance due to change in 1st, 2nd or 3rd choice subjects at the beginning and in the middle of the semester. Therefore some relaxation may be shown to those students who deserve it but failed to make it recorded due to some institutional level rigidity. But no student will be allowed if he/she did not attend any class in this semester. The ultimate decision will rest on the department concerned.

4. Miscellaneous: A workshop CBCS is going to be held on 22/9/2018 in our college. Sri Debashis Biswas, I. C, C.U will be the speaker. On account of that, all classes shall remain suspended on that day. A notice will be served in this regard. All teachers and non teaching staff members will join the workshop mandatorily.

There was no more issue to discuss.

The meeting ended with thanks to all members.



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