

Department of English
Assam University, Silchar

Dated: 10.09.2020

Minutes of the meeting of the Departmental Affairs Committee (DAC) held on 08.09.2020 at 8:00 pm online on Google Meet with the participation of the following members:

Prof. Rama Prasad Biswas
Prof. Dipendu Das
Prof. Baby Pushpa Sinha
Dr. Saugata Kumar Nath
Dr. Jaydeep Chakrabarty
Dr. Sumana Chakraborty
Dr. Lalthakim Hmar
Dr. Sib Sankar Majumder
Mr. Anindya Sen

Minutes:

1. Keeping in view the current situation of the pandemic, the meeting resolves to convert the 1st Internal Assessment Test (IAT) to an Assignment with the nomenclature Assignment in lieu of IAT I for the students of the current 3rd Semester.
2. The meeting also resolves to change the marking pattern of Sessionals for the students of the current 3rd Semester as follows: Assignment in lieu of IAT I (15 Marks), IAT II (15 Marks), IAT III (15 Marks), and Home Assignment (15 marks). No marks on attendance will be awarded to the current 3rd Semester batch. This is only a one time arrangement. Thus, the Marks distribution for the Sessional will be as follows: 15 Marks (average of the best 2 of the Assignment in lieu of IAT I , and IATs II & III) + 15 Marks (Home Assignment) = 30 Marks.
3. The meeting also resolves on the modalities for the Assignment in lieu of IAT I and Home Assignment as follows:

The word limit for each of the Assignments in Lieu of IAT I and Home Assignments will be about 800 words. Students will have to type out the Assignment in MS Word File and mail the same as a Word document (not as PDF/ Snapshot etc.) to the respective Course Teacher, who would assign them the topics, for the Assignments in Lieu of IAT I (latest by 30.09.2020) and to the respective Course Coordinator for the Home Assignment (latest by 31.10.2020), respectively. The students would be expected to type the Assignments in their own words and not copy-paste from any source as the assignments would be checked for plagiarism on standard plagiarism check software.

4. The meeting further resolves that the Course Coordinator of each Course will consult the Course Teachers and decide (by 12.09.2020) on who would assign topics for the said Assignments in Lieu of IAT I . The concerned

Teacher would then assign topics (not less than two topics) to the students latest by 15.09.2020.

5. The meeting also resolves that the Course Coordinator of each Course will consult the Course Teachers and finalise the list of Home Assignments and assign the topics to the students in between 18.09.2020 and 20.09.2020.

A rectangular box containing a handwritten signature in black ink. The signature appears to be 'B. P. Sinha' written in a cursive style.

(Prof. Baby Pushpa Sinha)

Head of the Department