

1.4.1

Feedback

1. Journal List Preparation
2. Q&A Feedback
3. Project Report Submission

DAC Meeting

- 02.02.2017

Members Present:

Jofali Bhalladurga
Tenepalli Hari
Sibasish Knattacharya
Moses Kharbithai
P. Komaka Rao
Debotosh Chakraborty
Harsha . S.
R. Dharmade
N. Bijin Meethi
Japa Rao

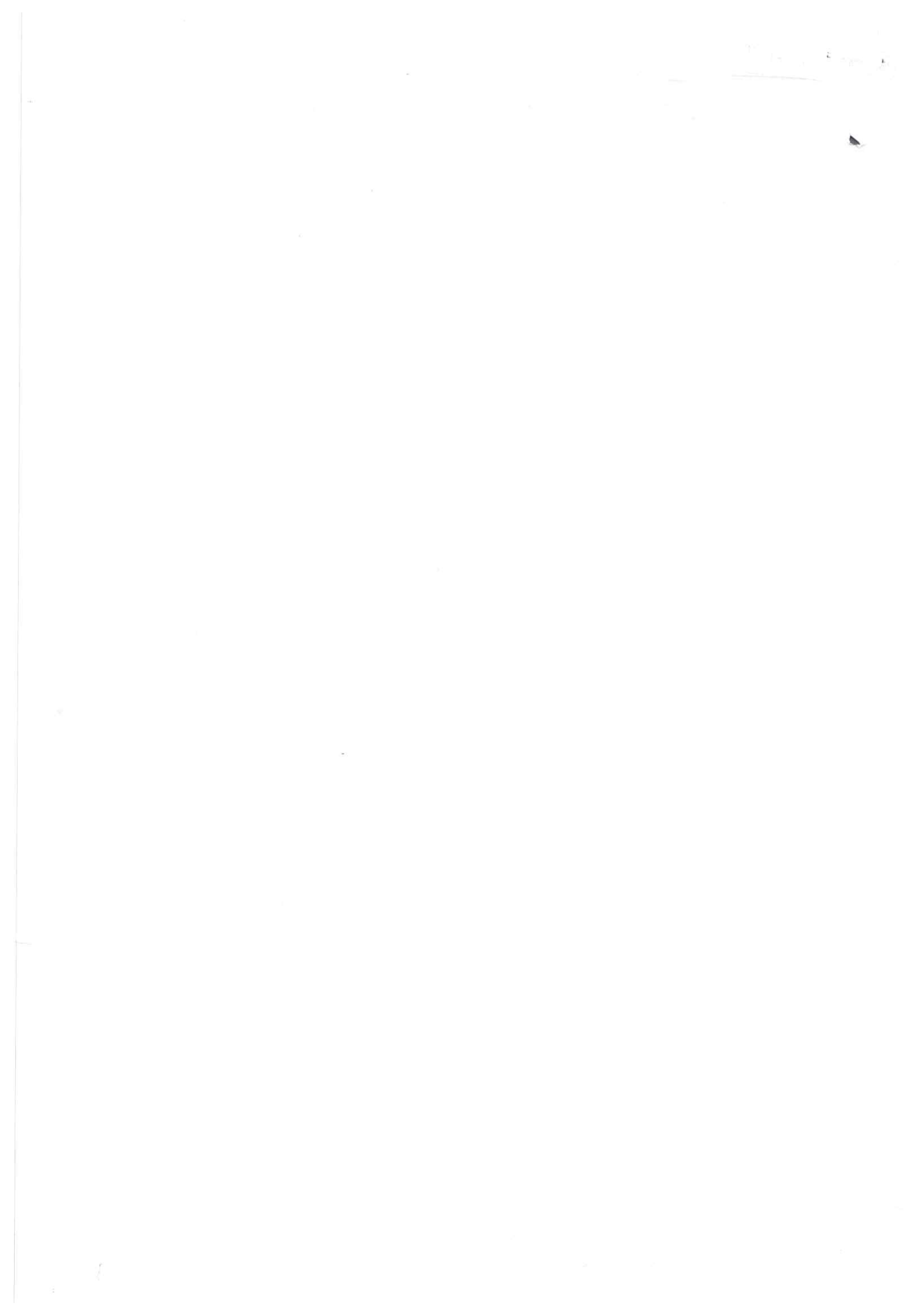
Jempallihosi
Knattacharya 3/2/17
Uthai
Kumar 3/2/17
Dharmade 3/2/17
Harsha . S. 3/2/17
N. B. 3/2/17
J. 3/2/17

Minutes / Resolutions

~~1. It is resolved that the~~

1. In a DAC meeting, the list of journals submitted as requirement of the UAC's 4th Amendment 2016 by the faculties is discussed. It is resolved the journals suggested with complete information will be forwarded to the IAAC.

2. It is also resolved that with reference to the letter received from the Director, IAAC on follow up action based on feedback on curriculum (dated 31.01.2017), separate feedback reports will be placed in the DAC meeting and a discussion will be made to appraise the teachers about the strengths and weaknesses of the reports.



DAC Meeting - 01.12.2017 at 11.30 AM

- Agenda:
1. Marks Moderation and Attendance
 2. Miscellaneous M.Phil/Ph.D seat
 - b. IAC Feedback
 - a. course distribution

Members Present:

- | | | |
|-------------------------|---|------------------------------|
| 1. Debasis Bhattacharya | - | Bhattacharya 1/12/2017 |
| 2. Debatesh Chakrabarty | - | Debatesh Chakrabarty 1/12/17 |
| 3. Harsha .S. | - | Harsha .S. |
| 4. N. Bijen Meruti | - | N. Bijen Meruti 1/12/17 |
| 5. Jagan Das | - | Jagan Das 1/12/17 |
| 6. Mahan Borah | - | Mahan Borah 1/12/17 |
| 7. P. Ananta Rao | - | P. Ananta Rao |
| 8. R.R. Dhanale. | - | R.R. Dhanale |

201 - PKR, 202 - DB, 203 - 204 - RRD, 205 - TD
401 - NBM, 402 - MK, 403 - JB, 404A - HS
404B - MB, 404C - DC

Resolution I: The Head placed the Internal Marks and Attendance of First and Third Semester before the meeting. After discussion, the due moderation is done. However, one student in course no. 101 and three students in course no. 103 is detained, being failed in internal assessment.

Online Feedback system introduced by ^{HS} JAC.

Resolution III

As per the third agenda item, the Head discussed the course distribution. The meeting unanimously resolved the following course ~~list~~:

Course No. - 201 - PRR
Second Semester 202 - DB
203 - DC + NBM + TD + MB + MK
(One unit each)
204 - ~~DB~~ RRD
205 - TD

Fourth Semester:

401 - NBM

402 - MK

403 - JB

404A - HS

404B - MB

404C - DC

405 - Project work (Students will be allotted in the subsequent meeting)

Resolution IV → As regard to Visiting Fellow, the Head will meet the Finance officer to enquire about the financial expenses.

Resolution V: The meeting urges for an Assistant Librarian so as to maintain the day to day work in the library. The Head is requested to pursue the matter with the appropriate authority.

1.4.1. Stakeholders Feedback Report & Action Taken Report

DAC meeting held on

22/02/17
1 PM

Members present:

1) R. P. Bishwas

 22/2

2)


3)

4) Dipendu Jm

 22/2/17


5) Anindya Sen

6) Jaydeep Chakrabarty

 22/02/17

7) Saugata K. Nath

8) Sib Sanjeev Majumdar

 22/2/17

Resolutions:

1. In view of SSM's absence from the Department for a month AS has been co-opted to the Dept. Purchase Committee. (DPC) ^(Sib Sanjeev Majumdar) _(Anindya Sen)
2. A letter of intent about ~~seat~~ ^{space for faculty members} and rearranging it, widening the cubicles, should be sent to the VC. Moreover, the department should immediately meet the VC regarding this. The HOD will fix the date with the VC.
3. The matter regarding the feedback report on curriculum was discussed.

To

The Co-ordinator, IQAC
Assam University, Silchar.

Date: 21/03/2017

Sub: Feedback Report.

Sir,

With reference to your letter regarding the feedback report of the students of the department of Bengali, the same was presented before the faculty members in the departmental meeting held on 02/11/2016 and after threadbare discussion faculty members observed that this report is almost satisfactory. Faculty members also discuss regarding the measure to make the syllabus more interesting and affective.

Sincerely Yours

(PROF. BISWATOSH CHOUDHURY)

HOD, Bengali

Assam University, Silchar.

অধ্যক্ষ বাংলা বিভাগ
Head, Department of Bengali
অসম বি.বি. সিলচর
Assam University



dibyoyoti Bhattacharjee <djb.stat@gmail.com>

Follow up action on Feedback on curriculum

1 message

SUMAN GUN <sumangun12@gmail.com>

Mon, Feb 20, 2017 at 2:59 PM

To: dibyoyoti Bhattacharjee <djb.stat@gmail.com>, Aus Iqac <aus.iqac@gmail.com>

To

Prof. Dibyoyoti Bhattacharjee,
Director, IQAC

Dear Sir,

With reference to your letter AU/IQAC/ST/01/171-200, DATED 17-02-2017, regarding follow up action on Feedback on curriculum, this is to state that we, the teachers of our Department have gone through the report and found that everything including syllabus, teaching, course material etc are useful for the students. So, we feel that no immediate action is needed on curriculum.

Regards

Suman Gun

Professor & Head, Indian Comparative Literature

Assam University, Silchar

ph-09433867241

To
the Director

23-2-17

IQAC, Assam University, Silchar

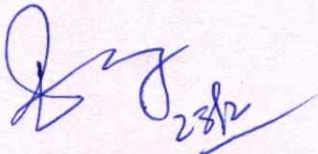
Sub: Follow up action based on feedback on curriculum

Dear Sir,

Attached is the document that describes the follow up action and responses of the department to the student feedback on curriculum.

This is for your information and doing the needful.

Sincerely

A handwritten signature in blue ink, appearing to read 'Parthankar Choudhury', with a date '23/2' written below it.

Prof. Parthankar Choudhury

Head, Department of Ecology and Environmental Science

Assam University, Silchar

This is to inform you as mentioned in the letter 33 from second semester and 59 from fourth semester, the latter figure (i.e. 59) is wrong. There were 35 students in fourth semester.

Following are the follow up action and responses to feedback on curriculum

- (1) Efforts will be made to receive the syllabus.
- (2) Student feedback is in accordance that teaching in the papers is matching the syllabus.
- (3) Effort will be made to receive the syllabus with relevant topics.
- (4) In the end semester examination, all the questions were asked from the syllabus.

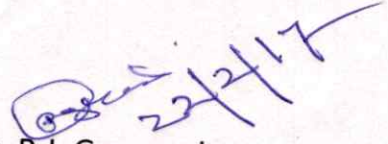
Action Taken Report on Students' Feedback 2015-16 of Department of Commerce

As per the feedback of the students of the Department of Commerce on curriculum, the feedback was circulated amongst the faculties and asked for giving any measure that can be taken individually.

As per the syllabus of 204, the matter will be discussed in the appropriate bodies and if necessary the syllabus of 204 will be redrafted.

Dated:

21-02-2017


Dr. P.J. Goswami

HOD, Commerce

A.U.S.



Department of Electronics & Communication Engineering
Assam University, Silchar-788011

No. AU/TSSOT/ETE/13

Date: 22.02.2017

To

The Director
IQAC, AUS

Sub: Submission of details on Follow up action on Feedback on curriculum for Dept. of ECE.

Sir,

With reference to the Letter No. AU/IQAC/ST/01/171-200 Dated, 17.02.2017 received on the subject mentioned above, I am hereby forwarding the details on follow up action on Feedback on curriculum of the Dept. of Electronics and Communication Engineering, TSSOT.

After receiving the compiled report from IQAC, a DAC (Departmental Affairs Committee) meeting was conducted in the Dept. of ECE on 13/01/2017 at 2:00 PM to discuss the compiled feedback report. The members discussed each point in details and following resolutions were adopted. The excerpt of the DAC meeting is as follows.

Resolution No. 3: The Chairman apprised the members about the compiled students' feedback received from IQAC of the University. The chairman presented the report to the members and discussed the necessary actions against each item to be taken up to improve the quality of teaching. The chairman raised the following points which are hindering the quality improvement of the academic activities of the department.

- No regular teacher has been appointed against the vacant positions.
- No suitable candidates were found during the walk-in interview as per the required subject expertise.
- No regular technical assistant has been appointed from the beginning.

The chairman requested the members to look into the detailed syllabus for the course they are conducting, and come up with the proposal to upgrade/modify as per the feedback as well consulting the syllabi of other reputed intuitions.

This for your kind information and further necessary action. Thanking You.

Yours Faithfully

(Dr. Debaprasad Das)
HOD, ECE



Department of History
Assam University, Silchar

F.No. : 10/2/2010/HIS/1670
Date : 22.02.2017

To

The Director
IQAC, AUS

Sir,

With reference to your letter No. IQAC/Feedback?2016/03/37 dated 03.10.2016 followed by a Remainder vide letter No. AU/IQAC/ST/o1/171-200 dated 17.02.2017 regarding the Feedback Report on Curriculum for the academic session 2015-16, I have the honour to send this report on the subject

Among the six figures (figures 1,2,3,4,5,6), the figure 3 (concerning about the Paper No. 204 (Age of Merchantilism) shows that except the paper 204, all the other papers were largely useful for the general understanding of History. It is for your kind information that the paper 204 (Age of Merchantilism) has an interdisciplinary approach which is absolutely necessary for study of the history of Europe and to understand the evolution of colonialism in the countries like India entire South Asia. With this end in view the students are guided with new materials on the subject from more recent publication.

Figure 2 shows that a few student feel that teaching should be improved in the History Department. With this end in view the Department has started to use the historical maps, smart classroom and the visual method for such improvement.

Thanking you,

Yours sincerely,

(Prof. Sudeshna Purkayastha)
Professor and HoD, History
Assam University, Silchar

[Handwritten Signature]
22-02-2017
Head
Department of History
Assam University, Silchar

**DEPARTMENT OF SOCIOLOGY
J. S. SCHOOL OF SOCIAL SCIENCES
ASSAM UNIVERSITY, SILCHAR**

No. SOC/67/2017/279

Date: 22.02.2017

To

The Director
Internal Quality Assurance Cell
Assam University, Silchar

Sub.: Feedback of curriculum

Ref.: Your letter No.AU/IQAC/ST/01/171-200 dated: 17-02-2017

Dear Sir,

The feedback reported that one paper on theory (301) was less relevant for students and in some papers the students had a little problem of comprehension.

The faculty has decided to revise the paper 301 so as to make it more comprehensible and in case of other papers the teachers will pay special attention to improve students' comprehension.

This is submitted for your kind information.

Thanking you,

Yours sincerely



(Prof. G. Ram)

Head

विभागाध्यक्ष 'Head'

सामाजिक विभाग

Department of Sociology

ससम विभागाध्यक्ष, सिलचर

Assam University, Silchar

Ref No: AU/PS/IQAC/2015

Dated: 13.02.2017

To,
The Director,
IQAC
Assam University, Silchar

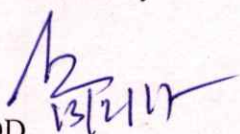
Sub: Follow up action on feedback on curriculum of Pharmaceutical Sciences

Dear Sir,

With reference to above cited subject, I would like to inform you that the feedback report was circulated among regular teachers. From the feedback report the concern teachers were instructed to teach the subjects so that the general understanding of Pharmaceutical Sciences by the students can be improved.

Thanking you,

Tours sincerely


HOD,
Pharm Sciences

HEAD
Dept. of Pharm. Science
Assam University
Silchar-788011

DEPARTMENT OF MASS COMMUNICATION
ASSAM UNIVERSITY:::SILCHAR

Confidential

No. AU/MC/HOD-1/17/4273

Date:13/02/2017

To,
The Director
IQAC
Assam University, Silchar

Sub: Follow up action based on feedback on curriculum.

Ref: AU/IQAC/SF/14/13/136-167 dated: 31-01-2017.

Sir,

With reference to your letter No. **AU/IQAC/SF/14/13/136-167 dated: 31-01-2017** the undersigned would like to inform you that as per report sent by IQAC, the undersigned has taken corrective measures in order to maintain the quality of education and also enhance the knowledge of the students in order to do proper justice to the subject and students with regards to those courses in which the students have given poor feedback in consultation with the concerned course teachers.

With kind regards,

Yours sincerely,


(Prof(Dr.). G. P. Pandey)

Head

Department of Mass Communication
Assam University, Silchar

To
The Director,
IQAC, Assam University, Silchar

Date: 13/02/2017

Subject: Follow up action based on feedback on Curriculum

Reference: Letter no. AU/IQAC/SF/14/13/136-167 dated 31.01.2017

Dear Sir,

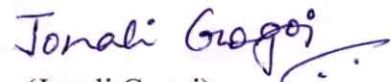
The Department got the feedback report on Curriculum for the academic session 2015-2016 on 30.9.2016. A departmental meeting was held on 4/11/2016 at the Department of Statistics to discuss the matters related to feedback report. The Department has taken the following corrective/ follow up action on the basis of feedback:

- (1) Most of the students feel that the syllabus is to a large extent useful for the general understanding of Statistics. But in paper 203 (open paper) majority student felt that the syllabus was only to a medium extent useful in the general understanding of Statistics. On enquiry it was found that all the students went to the Mathematics department for the open paper 203. The syllabus of which was not directly related to Statistics in case of some of the units for obvious reasons. As this is an open paper so the syllabus was developed by the Mathematics department about which the department does not have any direct control.
- (2) Again most of the students feel that the papers 201 and 202, teaching of the papers were to a medium extent useful for the general understanding of Statistics. In this case the concerned faculty members were informed and asked to take a note of it.
- (3) From figure 4, that most of the students feel that the course material was taught uniformly except in paper number 201. This paper was taken by Guest Faculty and the recruitment process of Guest Faculty is not in time. So it was resolved that from next semester onward the processing of the recruitment of the Guest Faculty shall be initiated much ahead so that the recruitment process can be completed at the very beginning of the semester.

Other matters related to curriculum were fine.

Thanking You

Yours Sincerely



(Jonali Gogoi)

IQAC Co-ordinator

Department of Statistics

Assam University, Silchar



DEPARTMENT OF BIOTECHNOLOGY

ASSAM UNIVERSITY, SILCHAR

(A CENTRAL UNIVERSITY CONSTITUTED

UNDER ACT XIII OF 1989)

Silchar – 788 011, Assam, India

No. AU/BT-IQAC/2017/2242-2245

Date: 03/02/2017

To
The Director
Internal Quality Assurance Cell
Assam University
Silchar 788011

Subject: Follow up action based on feedback on curriculum

Ref: Letter No. AU/IQAC/SF/14/13/136-167 dated 31-01-2017

Dear Sir,

This has reference to your letter No. AU/IQAC/SF/14/13/136-167 dated 31-01-2017, requesting information regarding the corrective/follow up action that has been taken by the department following the analysis of student's feedback report on the curriculum for the academic session 2015-2016, vide communication No. IQAC/Feedback/2016/03/36 dated 3/10/2016 (copy enclosed). I am to inform you that the follow up action taken by our department is as follows:

1. As per Figure 1 of the report, the students feel that the syllabus is to a large extent useful for the general understanding of Biotechnology, with the exception of papers 204 and 402, for which the students have expressed usefulness of the syllabus only to a medium extent. The syllabi for papers BT-204 (Bioinformatics) and BT-402 (Plant Biotechnology, Animal Biotechnology & Applications of Genetic Engineering) will be evaluated in this light and appropriate revisions will be made when the syllabus is next revised.
2. As per Figure 2 of the report, the students feel that the teaching in the Department of Biotechnology is as per the syllabus to a large extent. This is encouraging for the faculty of the Department, who will make efforts at maintaining this good practice in the future too.
3. As per Figure 3 of the report, the students feel that the teaching in all papers except paper 202 was useful for the understanding of Biotechnology. This matter has been discussed with the faculty, and efforts will be made to improve student's understanding of the subject matter of the paper, i.e., Molecular Biology, by using more of computer-aided teaching tools, such as animated power-point presentations demonstrating various molecular mechanisms.
4. As per Figure 4 of the report, the students were satisfied with the coverage of the course material over the entire semester for all papers, with the exception of paper 201, i.e.

Immunology. This matter has been brought to the notice of the course-coordinator, and efforts are in place to ensure more uniform coverage of the course material.

5. As per Figure 5, most students of the department feel that they are appropriately judged in the internal assessment tests in all papers. Hence no corrective measure is required.
6. As per Figure 6, the students of the department feel that the questions asked in the end semester examination cover all units referred in the syllabus. Hence no corrective measure is required.

Hard copy of the report follows.

Yours sincerely,



(Dr. Supriyo Chakraborty)

Professor & Head

Dr. Supriyo Chakraborty
Professor & Head
Department of Immunology
Assam University, Silchar

Copy for information to:

1. The Vice Chancellor, AU, Silchar-788011, Assam
2. The Registrar, AU, Silchar- 788011, Assam
3. Office copy



(Dr. Supriyo Chakraborty)

Professor & Head

Dr. Supriyo Chakraborty
Professor & Head
Department of Immunology
Assam University, Silchar

DEPARTMENT OF POLITICAL SCIENCE
ASSAM UNIVERSITY, SILCHAR

No. AUA/PSC/IQAC/69/4636

Date : 03-02-2017

To

The Director
Internal Quality Assessment Cell (IQAC)
Assam University, Silchar

Sub: Followup action based on feedback on Curriculum

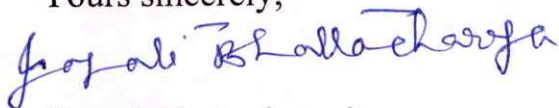
Ref: Your letter No. AU/IQAC/SF/14/13/136-167 dtd. 13-01-2017

Sir,

With reference to the subject cited above, I am to inform you that the feedback report received from the IQAC of the last even semester batch is placed in the DAC meeting (08-11-2016) and discussed threadbare.

With kind regards.

Yours sincerely,



(Joyati Bhattacharya)
Head

To
The Director
Internal Quality Assurance Cell
Assam University, Silchar

Subject: Follow up action based on feedback on curriculum

Sir,

In connection with follow up action based on curriculum of Department of Life Science and Bioinformatics following points may be considered

1. The revised syllabus has been adopted in 2015 and new syllabus with all revisions shall be considered in 2018. During that revision proper care will be taken for paper 401, 402, 403 and 404 as per the students feedback.
2. Course in charge is assigned for each paper from this session to look after the progress of that particular paper.

The student feedback report is communicated to faculty members.

Thanking you


15/2/17

Head

Department of Life Science and Bioinformatics
Assam University, Silchar

Department of Life Science
Assam University, Silchar



অসম বিশ্ববিদ্যালয়

(সংসদ কে অধিনিয়ম কে অন্তর্গত স্থাপিত এক কেন্দ্রীয় বিশ্ববিদ্যালয়)

শিলচর - ৭৮৮ ০৭৭, অসম, ভারত

ASSAM UNIVERSITY, SILCHAR

(A Central University Established by an Act of Parliament)

Silchar-788 011, Assam, India

To,
The Director,
Internal Quality Assurance Cell,
Assam University, Silchar

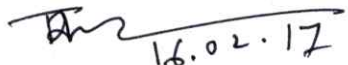
Sub: Corrective/ Follow up Action based on Feedback Analysis

Dear Sir,

As per your letter No- AU/IQAC/SF/14/13/136-167 dated 31-01-2017, the following follow up actions have been taken by the department:

1. Details syllabus of some papers (as per student feedback) have been modified subject to the approval of BORS(Formally School Board).
2. From The month of January,2017 we are collecting monthly class status report from every faculty member for each papers.
3. We are also collecting how much syllabus has been covered in each month so that whole course material can be taught uniformly over entire semester.
4. We are monitoring the attendance of each and every student. If any student want to take leave of absent from the class, he/she has to take the prior permission from Academic Coordinator/Head.
5. We have also arranged a suggestion box in the department for the student so that they can put forward suggestion related to academic or any other matter of the department.

Submitted for your kind information, please.


16.02.17

Tapodhir Acharjee
Head(i/c)
Department of CSE,
Assam University



dibyoyoti Bhattacharjee <djb.stat@gmail.com>

Follow up action on Feedback on curriculum

1 message

SUMAN GUN <sumangun12@gmail.com>

Mon, Feb 20, 2017 at 2:59 PM

To: dibyoyoti Bhattacharjee <djb.stat@gmail.com>, Aus Iqac <aus.iqac@gmail.com>

To

Prof. Dibyoyoti Bhattacharjee,
Director, IQAC

Dear Sir,

With reference to your letter AU/IQAC/ST/01/171-200, DATED 17-02-2017, regarding follow up action on Feedback on curriculum, this is to state that we, the teachers of our Department have gone through the report and found that everything including syllabus, teaching, course material etc are useful for the students. So, we feel that no immediate action is needed on curriculum.

Regards

Suman Gun

Professor & Head, Indian Comparative Literature

Assam University, Silchar

ph-09433867241

DEPARTMENT OF ECONOMICS
ASSAM UNIVERSITY, SILCHAR

No. AU/ECO/IQAC/42

Date :- 15.03.2017

To

Prof. Dibyojyoti Bhattacharjee
Director
Internal Quality Assurance Cell
Assam University, Silchar

Ref :- Your letter No. IQAC/Feedback/2016/03/40 Dt. 03.10.2016

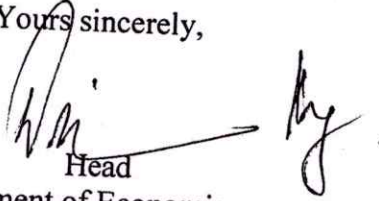
Sub :- Report on follow up action on Feedback on curriculum

Sir,

With reference to the subject cited above, I am to inform you that the feedback were circulated among the faculty members and subsequently placed in the departmental committee meeting on 03.02.2017. The resolution of the same meeting is annexed herewith.

Students' Feedback report: The student Feedback report for the session 2015-16 as circulated by Director, IQAC is submitted to the meeting for taking follow up action. The said report were already circulated to the individual faculty members. It has been pointed observed that that in the said feedback report some of the special papers like 404 (A), 404 (B), 404 (C), 404 (D) were not included. The report was discussed in detailed and decided to take remedial measures with respect to syllabus content and allotment of credit in subsequent curriculum revision by the concerned course teachers, if required.

Yours sincerely,


Head
Department of Economics



असम विश्वविद्यालय, शिलचर
(संसद के अधिनियम के अन्तर्गत स्थापित केन्द्रीय विश्वविद्यालय)
कंप्यूटर विज्ञान विभाग

Assam University, Silchar
(A Central University constituted under Act of Parliament)
Department of Computer Science

No. AUCS/07/Gen/2014/160

Date: 16/02/17

To,

The Director
IQAC
Assam University, Silchar

Sub: Follow up action based on feedback curriculum.

Sir,

The feedback received from your office has been discussed with the faculties. They are requested to take necessary steps in this connection.

With regards,

Yours sincerely,

Head of the Department
Head

Department of Computer Science
Assam University, Silchar
PIN 788011

DEPARTMENT OF PHYSICS
ASSAM UNIVERSITY SILCHAR

To

The Director, IQAC
Assam University Silchar.

Subject: Report on follow up action on Feedback on curriculum

Dear Sir,

The feedback report for the physics reference: IQAC/Feedback/2016/03/130 received for the even semester have been shown to the department faculty member in a meeting held on 07/02/2017 in connection to purchasing of consumable items. Members have examined the reports. Following to this report, we have taken up the following up action:

- we focused on the basic concepts along with the syllabus contents considering the large spectrum of students
- teachings are concentrated on power point presentation where ever it is required.
- proper class materials are made available.

Thanking you.

With regards

Yours sincerely


B. Indrajit Sharma 21/2/17