Date: 26/10/2021

CHEMISTRY

Agenda: 1) Discussion on Student Feedback.

On the basis of Students' feedback received, the teachers of the department discussed & resolved to take up the following measures in the coming days to address the issues of the students:-

(i) Apart from completing the assigned course of the syllabus, each teacher will guide and motivate student for practical exposure by ensuring regular lab and nearby industry visits.

(ii) Teachers will ensure that maximum no. of students undertake summer internship.

(iii) Regular conduct of presentation on current topics on chemistry to bring their awareness to the current scientific research and to develop their interest in them.

(iv) ~~Regular conduct of~~ Emphasis will be given on assignments and evaluate it to identify the slow and advanced learners and special attention and guidance will be provided to the slow learners.

Members present

1) Mr. K.N. Saima
2) Md Ikram Ali
3) Dr. Gamanji Gopi

Signature

Dept. of Chemistry
Pub-Kamrup College
Baihata Chariali
Date.....

Department Meeting held on 26/10/2021.
in Department of Education.

Agenda - ① To Discuss student feedback.
② Others.

Signature of faculty members:- ① Babita Das
② Gitali Kalita
③ Abinash Nath

On the basis of student feedback from department of education, Pub Kamrup college, would have to take some measures and some new techniques of teaching learning process in following manners.

① All faculty members of the department have to take one ICT class in a week to develop technological quality. Meeting resolved to make student techno-friendly and skilled.

② Meeting resolved that, each faculty would provide the students. Group will be created to follow it both personal & educational guidance.

③ More emphasis will be given to home assignment, student exchange programme, field Survey, Seminar class to active the students.

④ Meeting resolved to take group class. and discussion in a week to involve student directly.

Babita Das
Head of the Deptt. of Education
Pub Kamrup College
P. O. Baibata Chariali

Departmental Meeting. Dated: 29th October, 2021

Agenda of the Meeting:

(1) Discussion on Students' feedback
(2) Others.

On the basis of the feedback received from students for the year 2020-21 the teachers of English Dept. discussed on how to improve the ~~teaching~~ teaching-learning level. The meeting unanimously decides to make teaching-learning more student centric. The teachers of the Dept. also discusses on how students can be motivated for reading more books than only going through online materials. However, it is resolved that owing to covid-19 inflicted habit on the part of the students students should be taught through blended mode. The meeting also stresses upon student monitoring and mentoring.

29/10/21
Dipu Bhattacharjee
H.O.D., English
Pub-Kamrup College

Department of FPQM

Proceeding of Departmental meeting held on 27th October 2021

Department: Food Processing and quality Management.

Date: 27/10/2021

Agenda: Discussion on students feedback

A departmental general meeting was held on 27/10/2021 about students feedback after receiving the analytical results of students feedback. The following actions that needed to be taken have been discussed —

1. Students will be devided into groups under departmental teacher for preparing their assignments and project reports.
2. More emphasis will be given on power point presentation and students will be guided by teachers for preparation of the same.

Pub Kamrup College Estd.: 1972 P.O.: Balnata Charali

27/10/21

Members Present:

1. Tishna Deka — 27/10/2021
2. Mariahe Medhi — 27.10.2021

DEPARTMENTAL MEETING ON STUDENT'S FEEDBACK

26/10/22

GEOGRAPHY

A department meeting of the department of Geography was held on 26/10/21 at 1'30 pm under the Chairmanship of Dr. Harekrishna Hatoi HOD. The faculty members of the department discussed in detail about the students feed back and suggested some measures to improve teaching-learning processes. The meeting stressed more emphasis on giving home assignment and project Report preparations to the students. The faculty members present in the meeting further advised to prepare the power point presentation by the students. As Spatial Science Geography needs field study. So, the meeting gave more emphasis to prepare Project Report with Socio-Spatial analysis of the local areas.

Members Present:

1. Harekrishna Hatoi
2. Aditya Ch. Deka
3. Diganta Kr. Rabha.
4. Md. Ayez Ali.

26/10/21
Associate Professor & HOD of Geography Pub Kamrup College

MATHEMATICS

Departmental Meeting held on 26/10/2021

Department : Mathematics.

Agenda:

1. Discussion regarding students feedback
2. Others

Members Present in the meeting :—

1. Chairperson — Rina Deka —
2. Mr. Mahananda Kr. Pathak —
3. Dr. Kalpana Misra — Kalpana
4. Dhanjit Das —

The meeting held today discussed thoroughly on the students feedback and agreed to upgrade the level of their active participation in preparing project activities and laboratory works. Also all the faculty members agreed to create an environment so that the students get encouraged to submitt assignments regularly and enjoy doing, solving problems themselves. The faculty members also decided to provide students soft copy/ xerox copies of the (books) units of some books included in the new syllabus (CBCS) holding discussions with Librarians and Principal.

At the end Head of the Department offered thanks to all the members present for their active participation and whole hearted co-operation.

Head of the Department
Department of Mathematics
Pub Kamrup College

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Department : Philosophy, Pub Kamrup College

PHILOSOPHY

Agenda:

1. Discussion regarding Students Feedback.
2. Others.

Members Present in the meeting

1. Chair Person : Hiteswar Kakati
2. Kalpana Bhagabati, member
3. Mouchumi Deka.

Mouchumi Deka

A departmental meeting of the deptt. of Philosophy was held on 26/10/2021 under the chairmanship of Hiteswar Kakati to discuss about the feedback of the students and to upgrade skill of the students on the different assignments and Project activities. In the meeting all faculty members agreed to encourage the Students so that they submit their assignments and Project activities in time. The meeting also emphases to give more time on the Students' Skill enhancement and Project activities.

Pub Kamrup College Estd.: 1972 P.O.: Baihata Charali

Hiteswar Kakati
HOD, Philosophy
Pub Kamrup College

PHYSICS

tmental meeting was held on 2
physics department to discuss a
dents feedback. The meeting decide
more importance on students se
of different topics, class test
ting decided to prepare a form fo
k.

re of Teacher :—

Chitrabekha Talukdar. (HOD)

Head o
Depart
Pub K

vajyoti Choudhury.

ou Deka

jan Kalita

gkam mehi

Department of Political Science
Departmental Meeting
Date: 28/10/2021

Agenda:

① Discussion regarding the students feedback

② Others

Signature:

Resolut

1. Mr. Holiram Rajbongshi 28/10/21
2. Dr. Dadul Dewri 28/10/21
3. Mr. Khanindra Das 28/10/21
4. Dr. Hemasri Devi 28/10/21

Resolutions:

After going through the students feedback the meeting resolved that -

1. All the faculty members have resolved to finish their respective course well ahead of declaration of semester exam date and will try to find ~~out~~ the learning outcome.

2. Based on the learning outcome appropriate steps will be taken for slow learners as well as to the advance learners.

3. It is resolved to undertake audio visual classes through Power Point Presentation as much as possible by every faculty members.

HOD
Political Science Department
Pub Kamrup College
28/10/21

Department of Statistics
PKC.

Date : 27/10/2021

Agenda : Discussion on student's feedback.

Today, 27-10-2021, a departmental meeting is held under the presidentship of HOD, Mrs N. Kalita among the staff members.

After the discussion the following resolutions are taken.

Resolutions :

(1) The meeting decided to provide sufficient time to ~~provides~~ students in preparing assignment and project reports.

(2) The meeting has also decided to encourage the students to maximum use of ~~Text~~ book and reference book book from the department and central library.

(3) The meeting has also decided to asked to participate students in group discussion and interaction more among them.

Namita Kalita

Mrs. Namita Kalita, H.O.D.
Department of Statistics

Signature of members present in the meeting held on 27-10-2021.

Mrs. Namita
Associate Professor, Deptt.
Pub Kamrup College, Baiha

1. Namita Kalita. HoD — Kalita

2. Dr. Nilima Dutta — [illegible]

3. Bhabesh Sharma — B. Sharma

4. Nandita Borah — N. Bo