



গড়গাঁও মহাবিদ্যালয়

GARGAON COLLEGE

NAAC accredited with 'B' Grade

2.5. Evaluation Process and Reforms

2.5.1. Mechanism of internal assessment

2.5.2. Mechanism to deal with internal examination

DEPARTMENT OF BOTANY





গড়গাঁও মহাবিদ্যালয়
GARGAON COLLEGE
NAAC accredited with 'B' Grade

A. Minutes of departmental meeting regarding internal assessment




DEPARTMENT OF BOTANY
গড়গাঁও মহাবিদ্যালয়
GARGAON COLLEGE
NAAC Accredited with 'B' Grade
P.O. SIMALUGURI, PIN : 785 686, DIST. SIVASAGAR (ASSAM)

NOTICE

It is hereby informed to all the faculty members of the Department of Botany to submit the Question papers of Odd Semester Sessional Examination, 2022 on or before 7th November.

Date: 05/11/2022


Signature of the Head
Head
Department of Botany
Gargaon College, Simaluguri
Dist Sivasagar, Pin 785686 Assam



DEPARTMENT OF BOTANY
গড়গাঁও মহাবিদ্যালয়
GARGAON COLLEGE
NAAC Accredited with 'B' Grade
P.O. SIMALUGURI, PIN : 785 686, DIST. SIVASAGAR (ASSAM)

Date: 14/10/2022


Minutes of the Meeting-05

Presence of Members:

1. Dr. Dimbeshwar Das
2. Mrs. Sangeeta Chetia
3. Miss Sandeepa Agarwalla

The various matters that were discussed are:

1. Sessional exams of odd semester students will be held on 11th, 12th, 14th and 15th November, 2022.
2. The NC percentage will be below 50% and DC percentage will be below 20%.


(Dr. Dimbeshwar Das)
HOD, Botany

Gargaon College, Simaluguri

Head
Department of Botany
Gargaon College, Simaluguri
Dist Sivasagar, Pin 785686 Assam



গড়গাঁও মহাবিদ্যালয়
GARGAON COLLEGE
NAAC accredited with 'B' Grade



DEPARTMENT OF BOTANY
গড়গাঁও মহাবিদ্যালয়
GARGAON COLLEGE
NAAC Accredited with 'B' Grade
P.O. SIMALUGURI, PIN : 785 686, DIST. SIVASAGAR (ASSAM)

Date: 13/10/2022

NOTICE

A departmental meeting will be held on 14th October, 2022 at 3 P.M to discuss about the decisions taken on HoD meeting. All the faculty members are requested to attend the meeting on time.

(Dr. Dimbeshwar Das)
HOD, Botany
Gargaon College, Simaluguri
Head
Department of Botany
Gargaon College, Simaluguri
Dist. Sivasagar, Pin 785686, Assam



DEPARTMENT OF BOTANY
গড়গাঁও মহাবিদ্যালয়
GARGAON COLLEGE
NAAC Accredited with 'B' Grade
P.O. SIMALUGURI, PIN : 785 686, DIST. SIVASAGAR (ASSAM)

Date: 06.04.2023

Minutes of the meeting

Presence of Members:

1. Dr. Dimbeshwar Das
2. Mrs. Sangeeta Chetia
3. Miss Sandeepa Agarwalla

The various matters that were discussed are:

1. Sessional examination will be held from 25th April, 2023 – 28th April, 2023.
2. Accordingly, all the members were asked to submit the Question papers in the prescribed format.

Signature of the Head
Head
Department of Botany
Gargaon College, Simaluguri
Dist. Sivasagar, Pin 785686, Assam



গড়গাঁও মহাবিদ্যালয়
GARGAON COLLEGE
NAAC accredited with 'B' Grade

B. Departmental timetable of internal examination



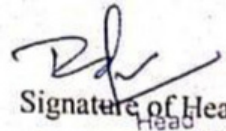
DEPARTMENT OF BOTANY
গড়গাঁও মহাবিদ্যালয়
GARGAON COLLEGE
NAAC Accredited with 'B' Grade
P.O. SIMALUGURI, PIN : 785 686, DIST. SIVASAGAR (ASSAM)

NOTICE

It is hereby informed to all the students of Honours and Generic Elective of Botany that, the Sessional Examination of all the Even Semester-2023 will be held as per the following schedule:

Date/Day	9am-10.30am	10.40am-12.10pm	12.20am-1.50 pm	2pm-3.30pm
Tuesday 25/04/23	2 nd Sem C-3	4 th Sem C-8	6 th Sem C-13	6 th Sem DSE-3
Wednesday 26/04/23	4 th Sem C-9	6 th Sem C-14	2 nd Sem C-4	
Thursday 27/04/23	2 nd Sem GE-2	6 th Sem DSC-4	4 th Sem C-10	2 nd Sem EVS
Friday 28/04/23	4 th Sem GE-4			4 th Sem SEC

Date: 12/04/2023


Signature of Head
Head
Department of Botany
Gargaon College, Simaluguri
Dist. Sivasagar, Pin 785686 Assam




DEPARTMENT OF BOTANY
গড়গাঁও মহাবিদ্যালয়
GARGAON COLLEGE
NAAC Accredited with 'B' Grade
P.O. SIMALUGURI, PIN : 785 686, DIST. SIVASAGAR (ASSAM)

NOTICE

It is hereby informed to all the students of Honours and Generic Elective of Botany that, the Sessional Examination of all the Odd Semester-2022 will be held as per the following schedule:

Date/Day	9am-10.30am	10.40am-12.10pm	12.20am-1.50 pm	2pm-3.30pm
Tuesday 11/11/22	1 st Sem C-1	3 rd Sem C-5	5 th Sem C-11	5 th Sem DSE-1
Wednesday 12/11/22	1 st Sem AECC-2	1 st Sem C-2	5 th Sem DSE-2	5 th Sem C-12
Thursday 14/11/22	3 rd Sem GE-3	3 rd Sem C-6		1 st Sem AECC-2
Friday 15/11/22	1 st Sem GE-1	3 rd Sem C-7		3 rd Sem SEC

Date: 27/10/2022


Signature of Head
Head
Department of Botany
Gargaon College, Simaluguri
Dist. Sivasagar, Pin 785686 Assam



গড়গাঁও মহাবিদ্যালয়
GARGAON COLLEGE
NAAC accredited with 'B' Grade

C. Distribution of exam duties



DEPARTMENT OF BOTANY
গড়গাঁও মহাবিদ্যালয়
GARGAON COLLEGE
NAAC Accredited with 'B' Grade
P.O. SIMALUGURI, PIN : 785 686, DIST. SIVASAGAR (ASSAM)

Date: 09/11/2022

NOTICE

It is hereby informed that following faculty members are entrusted with the invigilation duty for the smooth conduction of sessional examination for Odd Semester – 2022 which is going to be held from 11-11-2022. The teachers are requested to kindly note down the dates allotted and extend every possible cooperation in this regard.

Date	Time	Subject	Name of the Invigilator
11/11/2022	9.00 -10.30 AM	C-1	Dr. Dimbeshwar Das
	10.40-12.10 PM	C-5	SangeetaChetia
	12.20-01.50 PM	C-11	SandeepaAgarwalla
	02.00-03.30 PM	DSE-1	SangeetaChetia
12/11/2022	9.00 -10.30 AM	AECC-2	Dr. Dimbeshwar Das
	10.40-12.10 PM	C-2	SangeetaChetia
	12.20-01.50 PM	DSE-2	SandeepaAgarwalla
	02.00-03.30 PM	C-12	SangeetaChetia
14/11/2022	9.00 -10.30 AM	GE-3	Dr. Dimbeshwar Das
	10.40-12.10 PM	C-6	SangeetaChetia
	02.00-03.30 PM	AECC-1	SandeepaAgarwalla
15/11/2022	9.00 -10.30 AM	GE-1	Dr. Dimbeshwar Das
	10.40-12.10 PM	C-7	SandeepaAgarwalla
	02.00-03.30 PM	SEC	SangeetaChetia

Signature of the Head



DEPARTMENT OF BOTANY
গড়গাঁও মহাবিদ্যালয়
GARGAON COLLEGE
NAAC Accredited with 'B' Grade
P.O. SIMALUGURI, PIN : 785 686, DIST. SIVASAGAR (ASSAM)

Date: 21/04/2023

NOTICE

It is hereby informed that following faculty members are entrusted with the invigilation duty for the smooth conduction of sessional examination for Even Semester - 2023 which is going to be held from 25-04-2023. The teachers are requested to kindly note down the dates allotted and extend every possible cooperation in this regard.

Date	Time	Subject	Name of the Invigilator
25/04/2023	9.00 -10.30 AM	C-3	Dr. Dimbeshwar Das
	10.40-12.10 PM	C-8	SangeetaChetia
	12.20-01.50 PM	C-13	SandeepaAgarwalla
	02.00-03.30 PM	DSE-3	SangeetaChetia
26/04/2023	9.00 -10.30 AM	C-9	Dr. Dimbeshwar Das
	10.40-12.10 PM	C-14	SangeetaChetia
	12.20-01.50 PM	C-4	SandeepaAgarwalla
27/04/2023	9.00 -10.30 AM	GE-2	Dr. Dimbeshwar Das
	10.40-12.10 PM	DSC-4	SangeetaChetia
	12.20-01.50 PM	C-10	SandeepaAgarwalla
	02.00-03.30 PM	EVS	SangeetaChetia
28/04/2023	9.00 -10.30 AM	GE-4	Dr. Dimbeshwar Das
	02.00-03.30 PM	SEC	SangeetaChetia

Signature of the Head

Head
Department of Botany
Gargaon College, Simaluguri
Sivasagar, Assam



D. Students' seminars

Name of students and topic

SEMINAR STUDENT RECORD

Dates of the activity:

<u>Sl. No.</u>	<u>Date</u>	<u>Semester</u>
1.	31st October, 2022	3rd Sem (H)
2.	17th March, 2023	4th Sem (GE)
3.	16th and 20th March, 2023	6th Sem (H)
4.	3rd April, 2023	2nd Sem (H)
5.	6th April, 2023	2nd Sem (GE)
6.	10th April, 2023	4th Sem (H)

List of Students, topic of Seminar and details:

<u>3rd Sem</u>			<u>2022</u>		
<u>Sl. No.</u>	<u>Name of the student</u>	<u>Topic presented</u>	<u>Signature of student</u>	<u>Signature of teacher</u>	<u>Remarks</u>
1.	Baraktha Bora	The vascular tissue system	Baraktha	[Teacher Signature]	
2.	Nayanmoni Chakraborty	Tapping and processing of Rubber	N Chakr		
3.	Jenishmita Saikia	The Ground Tissue System	Jenishmita Saikia		
4.	Priyanka Konwar	Theories related to the organ- shoot apex	Priyanka Konwar		
5.	Baraktha Bora	Extraction of essential oils	Baraktha Bora		
6.	Subhajit Talukder	Effects of pollution on human health	Subhajit		
7.	Nikhil Kumar	Numerical Mutation	Nikhil		
8.	Nayan Upam Handique	Morphology and Processing of Sugarcane	Nayan Handique		
9.	Barkha Chakraborty	Spongy mesophyll	Barkha		
10.	Krishna Devi Deka	Vascular Bundle	Krishna		
11.	Ratul Ali	Anomies and Petioles	Ratul		



4th Sem (Gr)

2023

On 17th March, 2023 student seminar presentation of 4th Sem Generic was taken as a part of syllabus. The faculty members were present during the presentation. They were graded accordingly. The list of students and their topic are listed below:-

Sl. No.	Name of the Student	Topic presented	Signature of the student	Signature of teacher	Remarks
1.	Puja Singh	Food chain and food web	Puja Singh		4
2.	Sagarika Somowal	Herbarium	Sagarika		4.5
3.	Ankita Hazarika	Classification system	A. Hazarika		3
4.	Tulika Chetia	Bentham & Hooker system of classification	Tulika		3
5.	Ankita Mout	Biogeochemical cycle: Phosphorus cycle	Ankita Mout		5
6.	Rodoli Changmai	Ecotones	Rodoli Changmai		3.5
7.	Chinmoyee Phukan	Botanical Nomenclature	Chinmoyee Phukan		3
8.	Mondira Gouala	Taxonomic evidences from palynology, cytology and phytochemistry	Mondira Gouala		3
9.	Kasthuri K. Konwar	"Energy flow and its models"	Kasthuri K. Konwar		3.5
10.	Charjara Priya Boruah	Typification	Charjara Priya Boruah		3
11.	Roshmi Boruah	"Succession in plants"	Roshmi		4.5
12.	Pinki Boruah	"Ecological Pyramids"	Pinki		4
13.	Jalab Chandra Nayak	"Soil Profile"	Jalab Ch. Nayak		5
14.	Prakled Gogoi	Adaptation of Xerophytes Nitrogen Cycle	Prakled Gogoi		3
15.	Abhirash Gogoi				
16.	Basakha Konwar				

TZ
12/3/23
Head
Department of Botany
Gargaon College, Simgun
Dist. Sivagangga - 785001 - Assam



গড়গাঁও মহাবিদ্যালয়

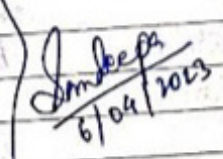
GARGAON COLLEGE

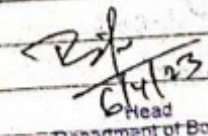
NAAC accredited with 'B' Grade

2nd Sem (GE)

On 6th April, 2023 all the 2nd Semester topic in the presence of the faculty members.

Generic students presented seminar on the allotted topics and remarks are mentioned below.

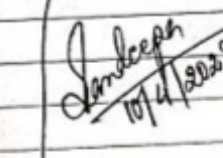
Roll No.	Name of the students	Topic of the Seminar	Signature	Signature of Teacher	Remarks
28	Lucky Rajkumari	Transport system across the cell membrane	Lucky Rajkumari	 Sandeepa 6/04/2023	5
176	Muskan Rahman	Physiological role of stem	Muskan Rahman		4.5
151	Haritha Priy Gogoi	TCA cycle.	Haritha Priy Gogoi		4.5
229	Luna Boruah	Transpiration in plant	Luna Boruah		
222	Pobitra kumar	Cu Cycle	Pobitra kumar		4
220	Kalyan Kumar Gogoi	Enzymes	Kalyan Kumar Gogoi		4.5
97	Elimon Bailing	Glycolysis	Elimon Bailing		

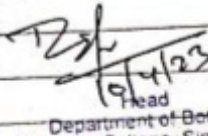

 Sandeepa
 Head
 Department of Botany
 Gargaon College, Simaluguri
 Dist. Sivasagar, Pin-785685 Assam

4th Sem (H)

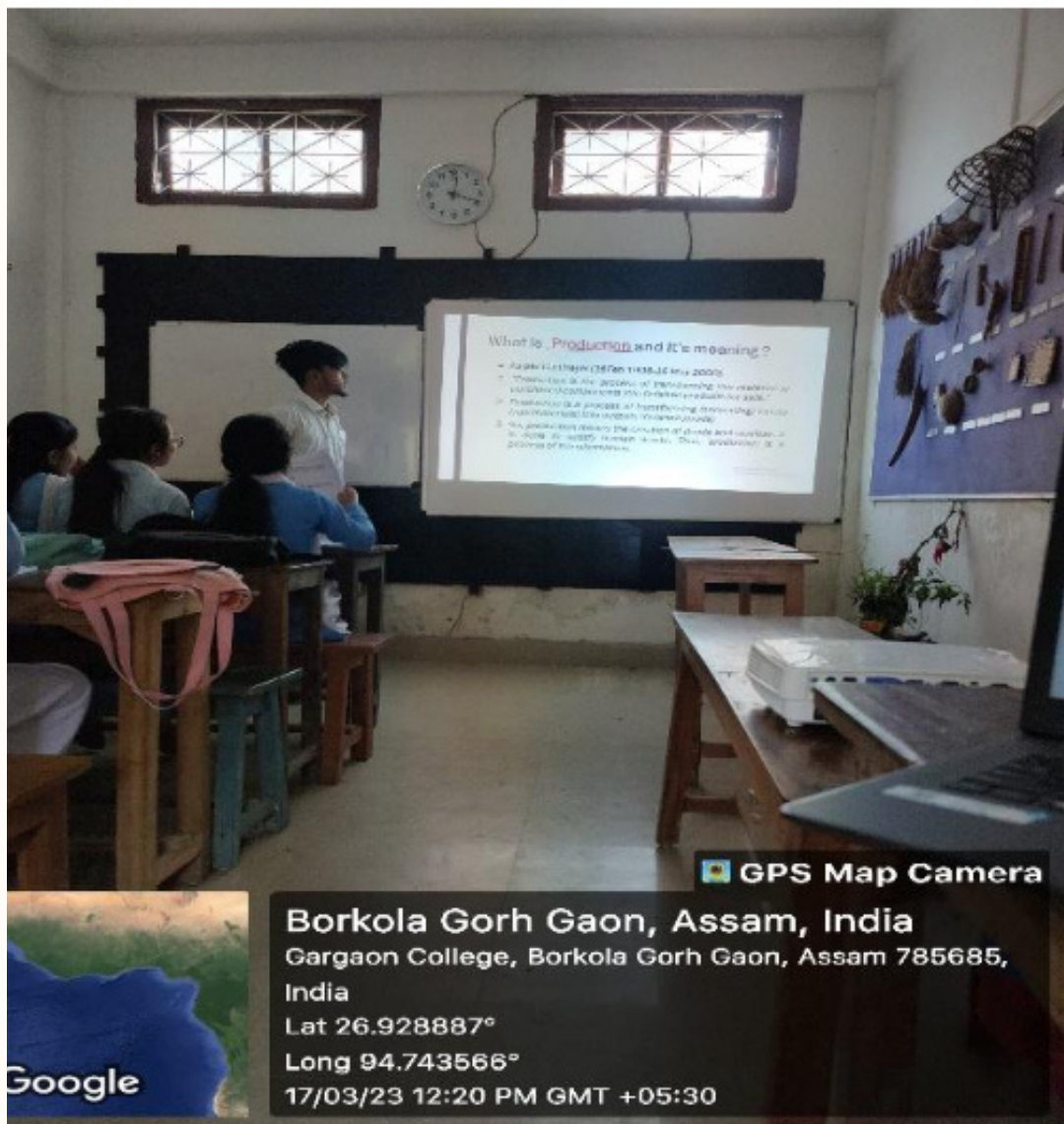
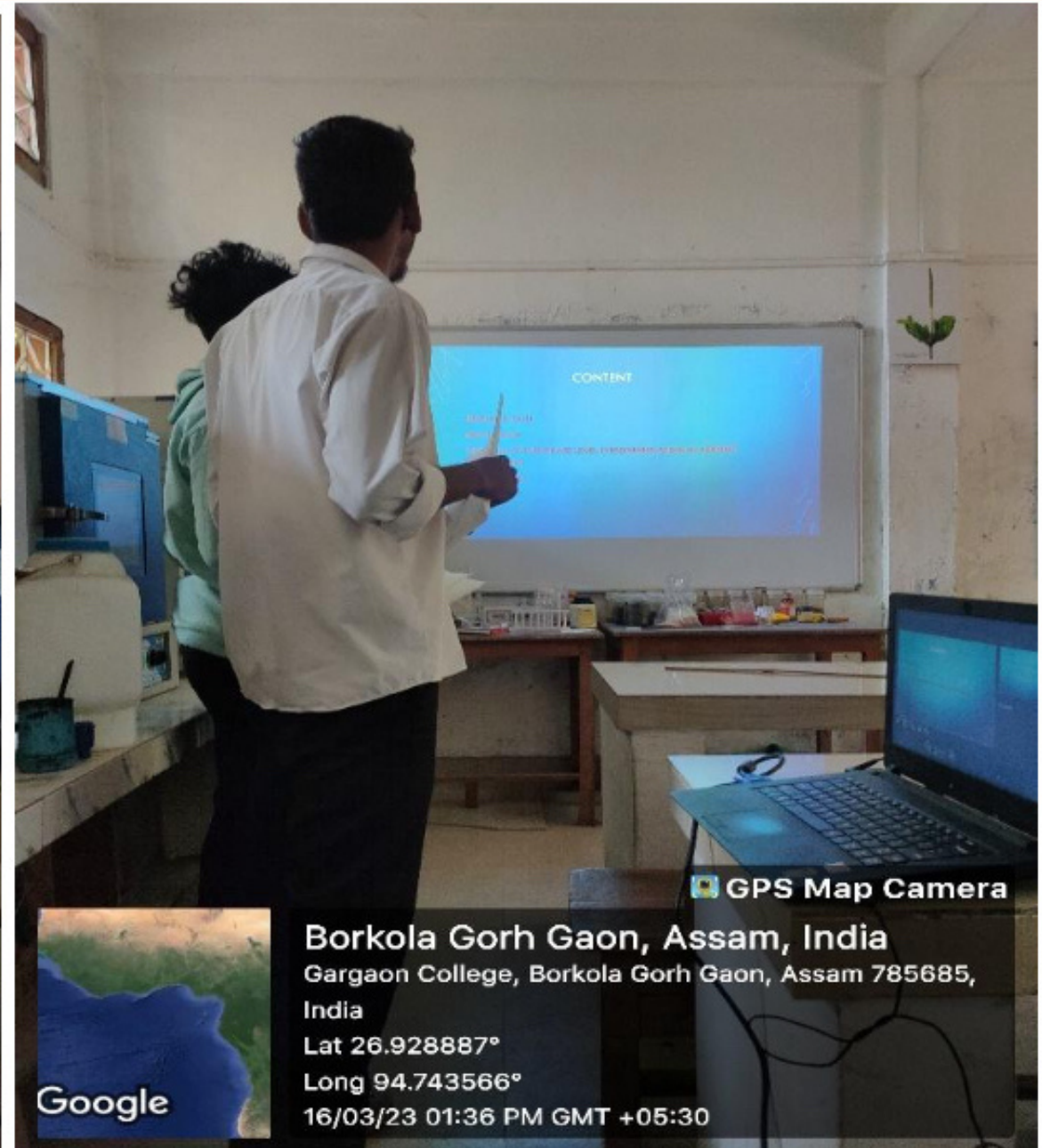
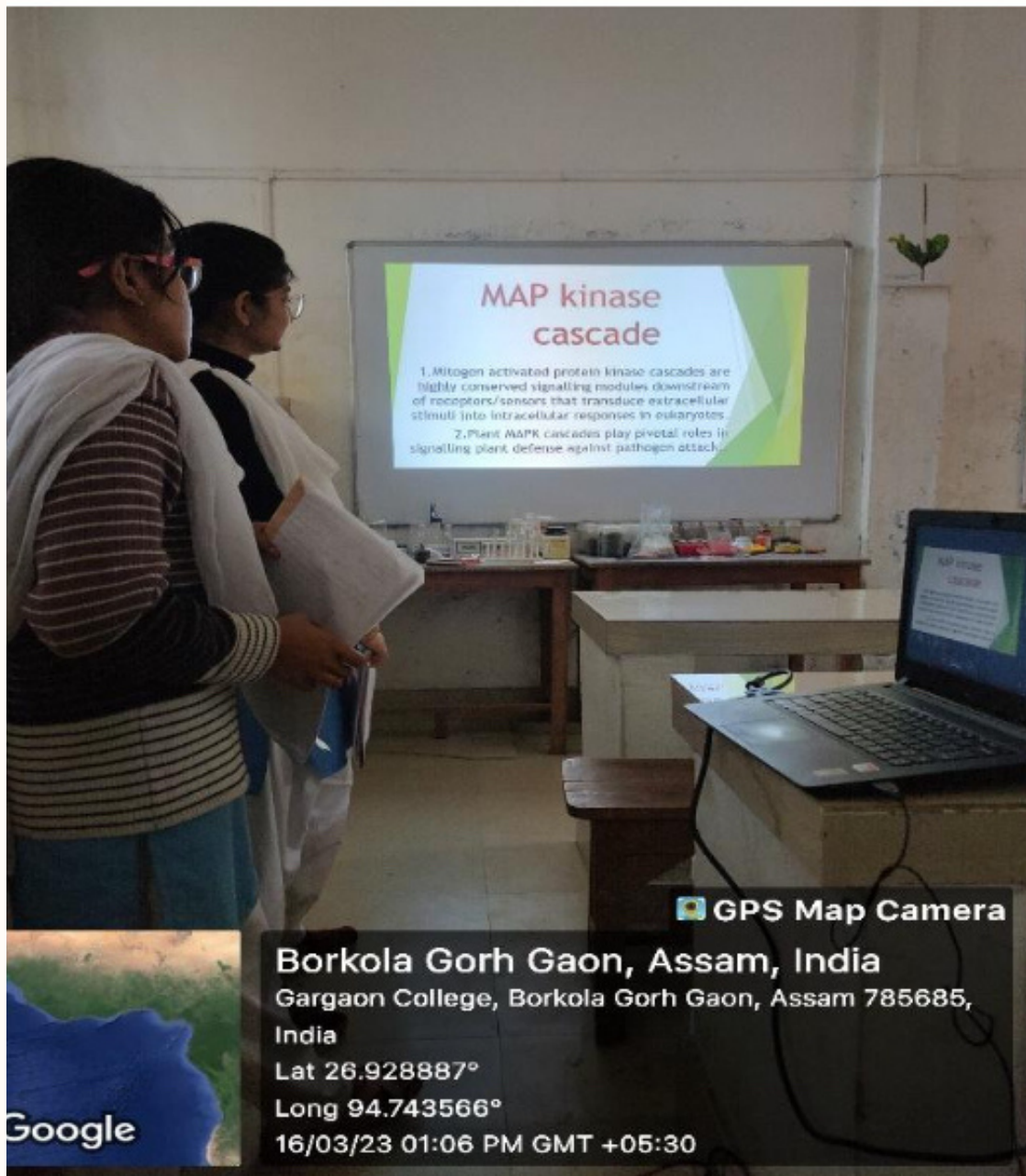
On 10th April, all the students of allotted topics. The details are listed below.

4th Sem (H) presented seminar presentation on the

Roll No.	Name of student	Topic of the seminar	Signature of student	Sig. of Teacher	Remarks
24	Nikhil Boruah	Nitrogen Cycle	Nikhil Boruah	 Sandeepa 10/4/2023	
29	Gayatri Gogoi	Structure of RNA	Gayatri Gogoi		
132	Ahman Ahmed	Analytic & Synthetic characters	Ahman Ahmed		
340	Shyamol Boruah	Continental drift	Shyamol Boruah		
240	Shyamol Boruah	Models of energy flows	Shyamol Boruah		
244	Ratul Ali	Ecological Pyramid	Ratul Ali		
367	Bakhritha Cheta	Transcription in prokaryotes	Bakhritha Cheta		
318	Surbhajat Taya	Biotic interaction	Surbhajat Taya		
284	Nayamoni Cheta	Temperate Biome	Nayamoni Cheta		
65	Bhitali Hazarika	Carbon cycle	Bhitali Hazarika		
57	Sondi Koiri	Ecosystem structure	Sondi Koiri		
58	Barakha Choudhary	Food chain and food web	Barakha Choudhary		
39	Pupty Konwar	Plant Succession	Pupty Konwar		
301	Jenishmita Saikia	Hydrozoa	Jenishmita Saikia		
56	Ankumoni Borah	Soil Profile	Ankumoni B.		
40	Niha Meek	Phosphorus cycle	Niha Meek		
41	Mosliha Begum	Tropical biome	Mosliha Begum		
41	Nayamoni Borah	Biogeochemical cycle	Nayamoni Borah		


 Sandeepa
 Head
 Department of Botany
 Gargaon College, Simaluguri
 Dist. Sivasagar, Pin-785685 Assam

Photos of Seminars

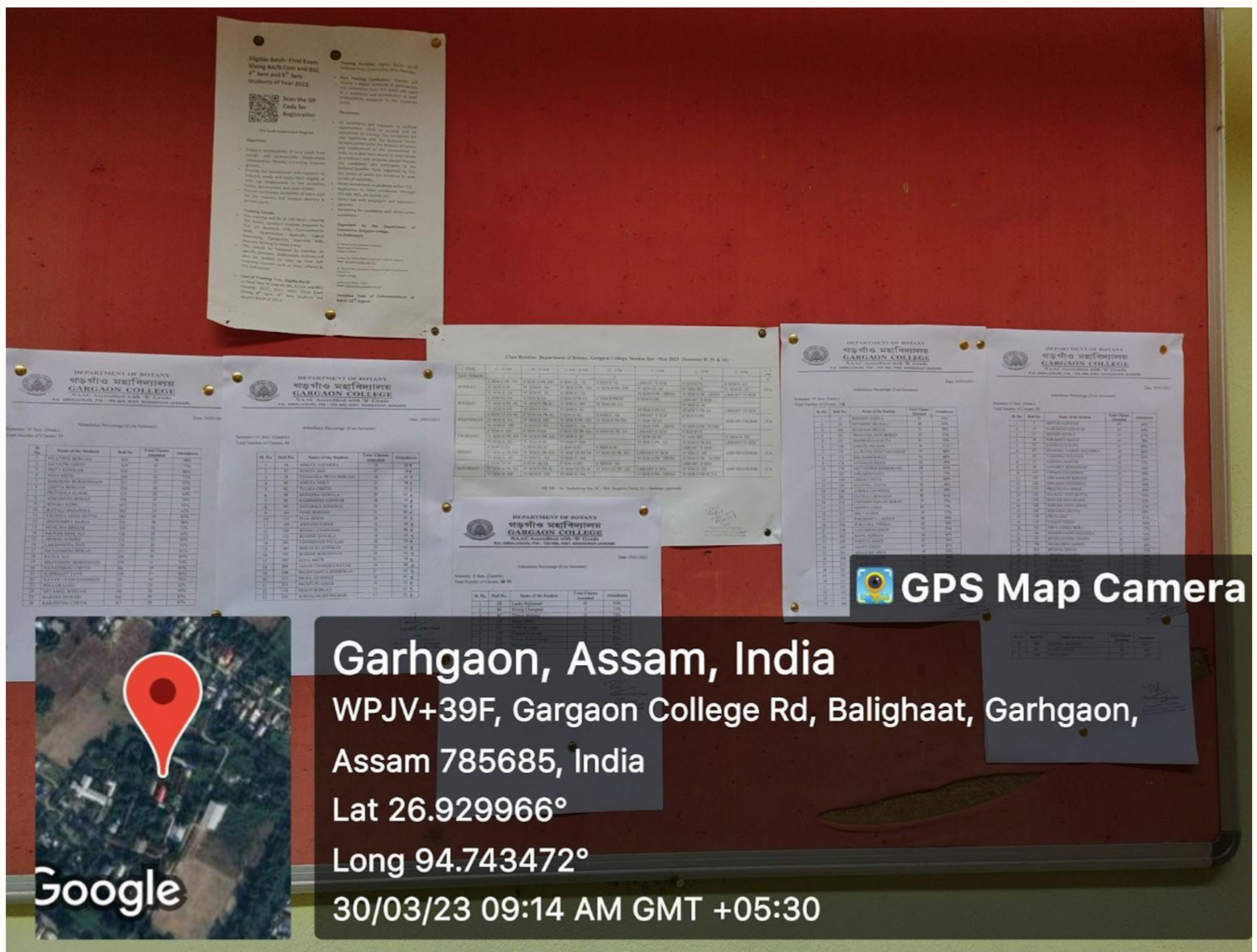




গড়গাঁও মহাবিদ্যালয়
GARGAON COLLEGE
NAAC accredited with 'B' Grade

E. Display of Sessional Marks on Notice Board

Sample Photos





গড়গাঁও মহাবিদ্যালয়
GARGAON COLLEGE
NAAC accredited with 'B' Grade

F. Home Assignment through ICT

Classroom > CBCS 2021 Botany

Home, Calendar, Teaching, To review, BOTANY MINOR FYUGP 2023, FYUGP BOTANY 2023, CBCS 2022, CBCS 2021 Botany, Archived classes, Settings

Instructions Student work

Return 6 points

Write the difference between prokaryotic and eukaryotic translation.

1 Turned in, 16 Assigned, 5 Graded

Not accepting submissions

Student	Status
All students	Sort by status
Turned in	
Shyamol Boruah *Sorry ma'am gharate bia ase ...	Done late
Assigned	
ankumoni borah	Missing
Arman Ahmed	Missing
Ayon Handique	Missing

Classroom > CBCS 2021 Botany

Home, Calendar, Teaching, To review, BOTANY MINOR FYUGP 2023, FYUGP BOTANY 2023, CBCS 2022, CBCS 2021 Botany, Archived classes, Settings

Instructions Student work

Return Ungraded

Submit all your assignments

9 Turned in, 13 Assigned

Submissions closed Apr 10

Student	Status
All students	Sort by status
Turned in	
ankumoni borah	Turned in
Barsha Dowari	Turned in
gayatri Gogol *Submit your assignment here*	Turned in Done late
Jenishmita Saikia *Ok ma'am*	Turned in
Nayanmoni Chetia	Turned in
Nilutpol Boruah	Turned in



গড়গাঁও মহাবিদ্যালয়
GARGAON COLLEGE
NAAC accredited with 'B' Grade

G. Grievance Redressal Report

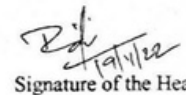
Notice and Action Taken

DEPARTMENT OF BOTANY
গড়গাঁও মহাবিদ্যালয়
GARGAON COLLEGE
NAAC Accredited with 'B' Grade
P.O. SIMALUGURI, PIN : 785 686, DIST. SIVASAGAR (ASSAM)

NOTICE

Students are hereby informed that if they have any grievances about the Sessional Examination marks, they are requested to collect the grievance form from the department and submit the filled-up form on or before 21st November, 2022 for further actions.

Date: 19th November, 2022


Signature of the Head
Head
Department of Botany
Gargaon College, Simaluguri
Dist. Sivasagar, Assam

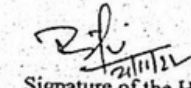
DEPARTMENT OF BOTANY
গড়গাঁও মহাবিদ্যালয়
GARGAON COLLEGE
NAAC Accredited with 'B' Grade
P.O. SIMALUGURI, PIN : 785 686, DIST. SIVASAGAR (ASSAM)

Date: 21/11/2022

ACTION TAKEN REPORT

The following students had Grievances and submitted grievance form in the Department. Accordingly, action was taken.

Sl. No.	NAME OF THE STUDENT	SEMESTER
1	Prity Konwar	3 rd
2	Barsha Dowari	1 st
3	Tamanna Sultana	1 st
4	Darchana Konwar	1 st

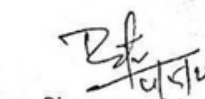

Signature of the Head
Head
Department of Botany
Gargaon College, Simaluguri
Dist. Sivasagar, Assam

DEPARTMENT OF BOTANY
গড়গাঁও মহাবিদ্যালয়
GARGAON COLLEGE
NAAC Accredited with 'B' Grade
P.O. SIMALUGURI, PIN : 785 686, DIST. SIVASAGAR (ASSAM)

NOTICE

Students are hereby informed that if they have any grievances about the Sessional Examination marks, they are requested to collect the grievance form from the department and submit the filled-up form on or before 8th May, 2023 for further actions.

Date: 4th May, 2023


Signature of the Head
Head
Department of Botany
Gargaon College, Simaluguri
Dist. Sivasagar, Assam



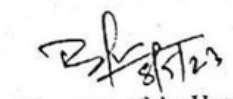
DEPARTMENT OF BOTANY
গড়গাঁও মহাবিদ্যালয়
GARGAON COLLEGE
NAAC Accredited with 'B' Grade
P.O. SIMALUGURI, PIN : 785 686, DIST. SIVASAGAR (ASSAM)

Date: 08/05/2023

ACTION TAKEN REPORT

The following students had Grievances and submitted grievance form in the Department. Accordingly, action was taken.

Sl. No.	NAME OF THE STUDENT	SEMESTER
1	Barakha Buragohain	4 th
2	Bitikha Gogoi	2 nd
3	Jhornali Phukon	2 nd


Signature of the Head
Head
Department of Botany
Gargaon College, Simaluguri
Dist. Sivasagar, Assam



গড়গাঁও মহাবিদ্যালয়
GARGAON COLLEGE
NAAC accredited with 'B' Grade

Sample of Grievance Redressal Form

APPLICATION FORM Grievances Redressal Form for Sessional Examination

To

The Head
Department of Botany
Gargaon College

1. Name (in CAPITAL letters) PRITY KONWAR
2. Class 3rd Semester
3. (A) Mobile no. 6001836219 (B) Mail ID pritykonwar120@
4. Examination Details (A) Sessional Examination 20 22
(B) Semester 3rd semester
(C) Subject/Speciality Botany
(D) Paper Plant Anatomy of Angiosperm Paper Code C-5
(E) Roll no : 39
(F) Date of declaration of results: 19th November, 2022
5. Whether paper is applied for review (Yes/No): Yes

Yours faithfully
Pritykonwar
(Signature of the applicant)

For Office Use Only

1. Date of receiving the form: 19th November, 2022
2. Details of redressal of grievances:

The student secured 07 marks in the sessional exam.
So, she wanted to know the markings in each section. She was
allowed to go through the copy. After going through, she got to know
that she has not given diagrams.

Date: 21/11/22

Sandeep
Signature of Examiner

Ashish
Signature of In-charge of Internal Semester

Rishi
Signature of HOD