



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 ENGLISH





গড়গাঁও মহাবিদ্যালয়
GARGAON COLLEGE
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Minutes of departmental meeting regarding internal assessment



DEPARTMENT OF ENGLISH
GARGAON COLLEGE
P.O. Simaluguri, Dist. Sivasagar (Assam)
Pin: 785686
Email:dept.of.english.gc @gmail.com

Minutes of Meeting - 1

Date: 17/08/2022

Minutes of 1st Meeting of the Department of English for the odd session, 2022-23

An offline meeting of the department of English was held on 17.08.2022.

The following members were present at the meeting:

Mr. Rajib Gogoi
Dr. Rashmi Rekha Saikia
Dr. Anjan Konwar
Dr. Jitu Saikia
Bitupal Borgohain
Dr. Shyamolima Saikia

Item No. 01 To discuss about the departmental routine and academic calendar

The head of the department Mr. Rajib Gogoi discussed about the preparation of departmental routine and allotment of classes with the faculty members. He urged upon the need to prepare the academic calendar with immediate effect. The members discussed the matter and it was decided that the departmental routine would be prepared after the central routine is circulated among the departments. It was also decided that the academic calendar would be prepared very soon by following the Academic Calendar of Dibrugarh University.

Resolution No. 1 Resolved that the departmental routine and academic calendar would be prepared after the central routine is circulated among the departments.

Item No. 02 To discuss about course distribution

The head of the department Mr. Rajib Gogoi requested the faculty members to discuss about the course distribution for 1st, 3rd and 5th semester. The members discussed the matter and apprised the head of the department regarding the units they would take up. The head of the department took note of the selections. It was decided that the course distribution would be prepared with immediate effect so as to initiate the classes once the routine got finalized.



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Minutes of Meeting - 2

Date: 21/10/2022

Minutes of 2nd Meeting of the Department of English for the odd session, 2022-23

An offline meeting of the department of English was held on 21/10/2022.

The following members were present at the meeting:

Mr. Rajib Gogoi
Dr. Rashmi Rekha Saikia
Dr. Anjan Konwar
Dr. Jitu Saikia
Bitupal Borgohain
Dr. Shyamolima Saikia

Item No. 01 To discuss about the seminar as part of internal assessment

The head of the department Mr. Rajib Gogoi discussed the matter relating to seminar as part of internal assessment with the faculty members of the department. The members discussed the matter and it was decided that the faculty members shall hand over the topics of the seminar to the students and the seminars for 1st, 3rd and 5th semester BA (hons) shall be held in the following week.

Resolution No. 1 Resolved that faculty members shall hand over the topics of the seminar to the students and the seminars for 1st, 3rd and 5th semester BA (Hons) shall be held in the following week.

Item No. 02 To discuss about course completion

The head of the department Mr. Rajib Gogoi discussed the matter relating to course completion with the faculty members of the department. The members discussed the matter and the head of the department Mr. Rajib Gogoi urged upon the faculty members of the department to complete the remaining units of the syllabus. It was decided that the faculty members would complete their courses within a few days.

Resolution No. 2 Resolved that the faculty members would complete their courses within a few days.

Item No. 02 To discuss about Parents' Meet



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Minutes of Meeting - 3

Date:13/02 /2023

Minutes of 3rd Meeting of the Department of English for the even session, 2022-23

An offline meeting to discuss different matters relating to the hosting of the ICSSR Sponsored National Seminar on “Writings from North East India: Trends and Issues” of the department of English was held on 13th February, 2023.

The following members were present at the meeting:

Mr. Rajib Gogoi
Dr. Rashmi Rekha Saikia
Dr. Anjan Konwar
Dr. Jitu Saikia
Bitupal Borgohain
Dr. Shyamolima Saikia

Item No. 01 To discuss about the formation of organizing committee for National Seminar

The Convenor of the National Seminar Dr. Rashmi Rekha Saikia and Assistant Convenor Dr. Anjan Konwar apprised the head of the department Mr. Rajib Gogoi of the need to decide upon the organizing committee for smooth conduct of the National Seminar. The members discussed the matter and prepared a draft of the committee comprising of faculty members from all the departments. It was decided that the draft of the Organizing Committee be placed before the Principal of the college for formal approval.

Resolution No. 1 Resolved that the draft of the Organizing Committee be placed before the Principal of the college for formal approval.

Item No. 02 To discuss about publication of Abstract volume

The Convenor Dr. Rashmi Rekha Saikia discussed the matter relating to the publication of the Abstract Volume with the faculty members of the department. After due discussion, the responsibility of editing the Abstract Volume was entrusted upon Dr. Jitu Saikia and Dr. Shyamolima Saikia of the department of English. It was decided that the process of publication of the abstract volume should be initiated immediately with due consultation with the Principal of the college.



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Minutes of Meeting - 4

Date: 27/03/2023

Minutes of 4th Meeting of the Department of English for the even session, 2022-23

An offline meeting of the department of English was held on 27/03/2023.

The following members were present at the meeting:

Mr. Rajib Gogoi
Dr. Rashmi Rekha Saikia
Dr. Anjan Konwar
Dr. Jitu Saikia
Bitupal Borgohain
Dr. Shyamolima Saikia

Item No. 01 To discuss about course completion

The department's faculty members and Mr. Rajib Gogoi, the head of the department, discussed about course completion. Following the discussion among the members, Mr. Rajib Gogoi, the department head, directed the faculty members to finish the remaining syllabus units. The faculty members were to finish their courses within the month, it was decided.

Resolution No. 1 Resolved that the faculty members were to finish their courses within the month.

Item No. 02 To discuss about seminar as part of internal assessment

As part of the department's internal assessment review process, faculty members and department head Mr. Rajib Gogoi discussed about the students' seminar. After discussing the issue, the members agreed that the seminars for the 2nd, 4th and 6th semesters of the BA (Hons.) would be held in the second week of April, 2023 with the faculty members allotting the seminar topics to the students.



2. Departmental timetable of internal examination

Sessional Examination, 2022
1st, 3rd & 5th Semester (ARTS)

Total Marks = 40 Time: 1 hrs. 30 minutes

Date /Day	Time			
	9:00 AM - 10:30 AM	10:40 AM - 12:10 PM	12:20 PM - 1:50 PM	2:00 PM - 3:30 PM
11-11-2020 FRIDAY	1st Semester CCI	3rd Semester CCV	5th Semester CCXI	1st Semester NH
	ENGLISH - RN. 03	ENGLISH - RN. 03	ENGLISH - RN. 03	ENGLISH - ICM
	ASSAMESE - RN. 08	EDUCATION - RN. 09	EDUCATION - RN. 09	
	EDUCATION - RN. 09	ASSAMESE - RN. 08	ASSAMESE - RN. 08	3rd Semester NH
	HISTORY - RN. 04	POL. SCIENCE - RN. 04	POL. SCIENCE - RN. 04	MIL - RN. 08
	POL. SCIENCE - RN. 11	HISTORY - RN. 10	HISTORY - RN. 10	
	GEOGRAPHY - RN. 05	ECONOMICS - DR	ECONOMICS - DR	3rd Semester GE
	ECONOMICS - DR	GEOGRAPHY - DR	GEOGRAPHY - DR	RD - RN. 09
	SOCIOLOGY - DR	SOCIOLOGY - DR	SOCIOLOGY - DR	
		3rd Semester NH	1st Semester NH	5th Semester NH
12-11-2020 SATURDAY	1st Semester AECC 2	5th Semester CCXII	1st Semester CCII	3rd Semester CCVI
	SCIENCE - RN. 03, 04, 05, 06, 07	ENGLISH - RN. 03	ENGLISH - RN. 03	ENGLISH - RN. 03
		ASSAMESE - RN. 08	ASSAMESE - RN. 08	ASSAMESE - RN. 08
		EDUCATION - RN. 09	EDUCATION - RN. 09	EDUCATION - RN. 09
	ARTS - RN. 08, 09, 10, 12, 13, 14, 15	POL. SCIENCE - RN. 04	POL. SCIENCE - RN. 11	POL. SCIENCE - RN. 04
		HISTORY - RN. 10	HISTORY - RN. 04	HISTORY - RN. 10
		ECONOMICS - DR	GEOGRAPHY - DR	GEOGRAPHY - DR
	ALTERNATIVE ENGLISH - RN. 11	GEOGRAPHY - DR	ECONOMICS - DR	ECONOMICS - DR
		SOCIOLOGY - DR	SOCIOLOGY - DR	SOCIOLOGY - DR
		1st Semester NH	1st Semester NH	
14-11-2020 MONDAY	GE 1	3rd Semester VII	5th Semester DSE1	1st Semester AECC 1
	ENGLISH - RN. 03	ENGLISH - RN. 03	ENGLISH - RN. 03	SCIENCE - RN. 03, 04, 05, 06
	EDUCATION - RN. 09	ASSAMESE - RN. 08	ASSAMESE - RN. 08	
	POL. SCIENCE - RN. 08	EDUCATION - RN. 09	EDUCATION - RN. 09	COMMERCE - RN. 07
	HISTORY - RN. 4	POL. SCIENCE - RN. 04	POL. SCIENCE - RN. 04	
	ECONOMICS - DR	HISTORY - RN. 10	HISTORY - RN. 10	
	SOCIOLOGY - DR	GEOGRAPHY - DR	GEOGRAPHY - DR	ARTS - RN. 08, 09, 10, 11, 12, 13, 14, 15
	GEOGRAPHY - DR	ECONOMICS - DR	ECONOMICS - DR	
		SOCIOLOGY - DR	SOCIOLOGY - DR	
	3rd Semester NH			1st Semester NH
15-11-2020 TUESDAY	GE 1	1st Semester NH	5th Semester DSE2	3rd Semester SEC
	ENGLISH - RN. 03	GEOGRAPHY - DR	ENGLISH - RN. 03	Web Design - RN. 03, 04
	EDUCATION - RN. 09		ASSAMESE - RN. 08	
	POL. SCIENCE - RN. 11	3rd Semester NH	EDUCATION - RN. 09	Travel & Tourism - RN. 08, 09, 10, 12
	HISTORY - RN. 4	POL. SCIENCE - RN. 09	POL. SCIENCE - RN. 04	Library Info. - RN. 11
	ECONOMICS - DR		HISTORY - RN. 10	
	SOCIOLOGY - DR	5th Semester NH	GEOGRAPHY - DR	
	GEOGRAPHY - DR	SOCIOLOGY - DR	ECONOMICS - DR	NSS - ICM
			SOCIOLOGY - DR	
				Vermicompost - Zoology Dept. Ent. Dev. RN. 05

Sessional Examination, 2022



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3. Distribution of exam duties




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22/04/23

NOTICE

The following list of duties is prepared for the smooth conduct of Odd Semester examination starting from 25th April, 2023 to 28th April 2023. The faculty members are requested to adhere to it and complete the assigned duties.

Date	9am -10-30 am	10-40 am-12 pm	12-20 pm-1-50 pm	2 pm-3-30 pm
25/04/23	2 nd Sem (H) BB	4 th SS (H) AK	5 th Sem (H) JS	2 nd Sem (NH) RG
26/04/23	6 th Sem (H) AK	--	4 th Sem(H) SS	2 nd Sem (H) C4) BB
27/04/23	---	4 th Sem (H) SS	6 th Sem (H) AK	---
28/04/23	---	---	6 th Sem (H) JS	SEC Travel & Tourism All members


HOD
Head of the Department
Department of English
Gargaon College

(Mr. Rajib Gogoi)
Head, Department of English



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3. Distribution of exam duties




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GARGAON COLLEGE
P.O. Simaluguri, Dist. Sivasagar (Assam)
Pin: 785686
Email: dept.of.english.gc@gmail.com

Date: 09/11/2022

NOTICE

The following list of duties is prepared for the smooth conduct of Odd Semester examination starting from 11th Nov. 2022 to 15th Nov. 2022. The faculty members are requested to adhere to it and complete the assigned duties.

Date	9am -10 -30am	10-40 am-12 pm	12-20 pm-1-50 pm	2 pm-3-30 pm
11/11/22	1 ST Sem (H) SS	3 RD Sem (H) RS	5 th Sem (H) JS	1 st Sem NH RG
12/11/22	1 st Sem (Alt E) SS	5 th Sem (H) AK	1 st Sem (H) RS	3rdSEm (H) BB
13/11/22	---	3 rd Sem (H) BB	5 th Sem (H) AK	1 st Sem AECC All Members
15/11/22	----	----	5 th Sem (H) JS	---


HOD
Head of the Department
Department of English
Gargaon College

Mr. Rajib Gogoi)
Head, Department of English
Gargaon College



4. List of group discussions and seminars

	Things Fall Apart as a Postcolonial Novel	Debashis Roy, Pallabi Handique, Amorjyoti Konwar, Jaanmoni Gogoi, Deepraj Lahon, Annaprasanna Kashyap, Sahil
	Things Fall Apart as a novel of Conflict	Chayanika Chetia, Himadri Borah, Gaurabjyoti Gharphalia, Kaushik Deka
	Aptness of the title	Bitupan Mech, , Debolina Dey, Sukanya Gogoi

Group Discussion

Semester	Topics	Students
2 nd Group Discussion	Christopher Marlowe, <i>Doctor Faustus</i>	Sampritee, Sristi, Pratyush, Barakha, Gargi, Aditya, Bohniman, Anusmrita, Sneha, Kongkon
	William Shakespeare, <i>Macbeth</i>	Akansha, Sukanya, Shrimasri, Dibya kumari, Ankita, Bhargav, Joyshree, Disha, Kritee
	William Shakepeare, Sonnet 30, 116	Niharika, Deepsikha, Tonmoy, Pritom, Sneha Borah, Happy, Migom, Arnab, Vaishali, Kristina
	Anita Desai <i>In Custody</i>	Madhusmita, Rashmirekha, Rahul, , Abhilakhi, Gitartha, Himadri, Abhishek
4 th Sem Group Discussion	Charles Dickens <i>Hard Times</i>	



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4. List of group discussions and seminars

		Parthaprotim Mili, Ushmrta Handique, Mondita Buragohain, Debashis Roy, Prastuti Phukan, Bitupan Mech, Aditi Chetia ,Debolina Dey
	Theme of colonial legacy in Untouchable Spring	Pallabi Handique, Amorjyoti Konwar, Jaanmoni Gogoi, Monalisha Rai, Teresa Buragohain, Chimpi Mech , Siva Dey, Sehnaj E R Rahman, Dharani Borgohain , Jitamoni Gogoi, Sukanya Gogoi , Muskan Khan

Assignment

Sem	Task	Students
1 st	Assignment submission on the Significance of the first act of <i>Antigone</i>	All



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4. List of group discussions and seminars



Seminar

Chapter 7 & 8 of Book-3
Hard's Times

- Submitted to:- Anjan Konwar
- Submitted by:- Ridhi Singh, Priyusha Itazanika
(256)
Roll No.:- 256 , 320
Sem :- 4th sem, B.A

05/04/23



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4. List of group discussions and seminars

Photos

iii) Photographs of Student Seminar conducted for MA Programme

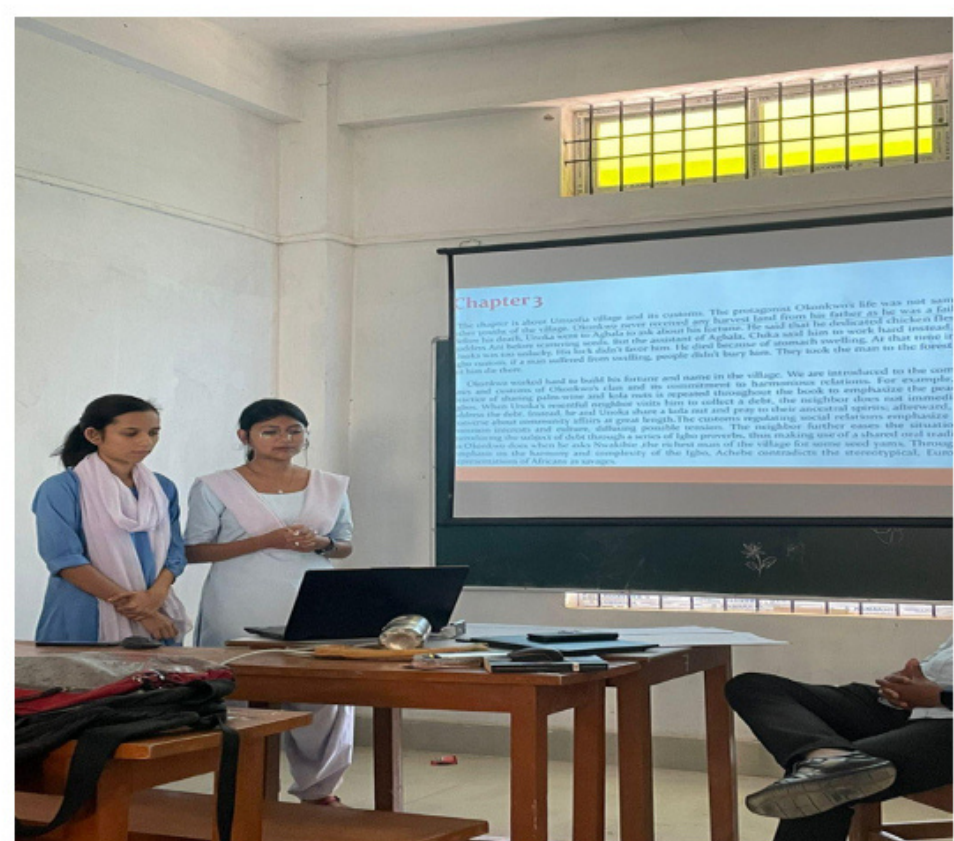
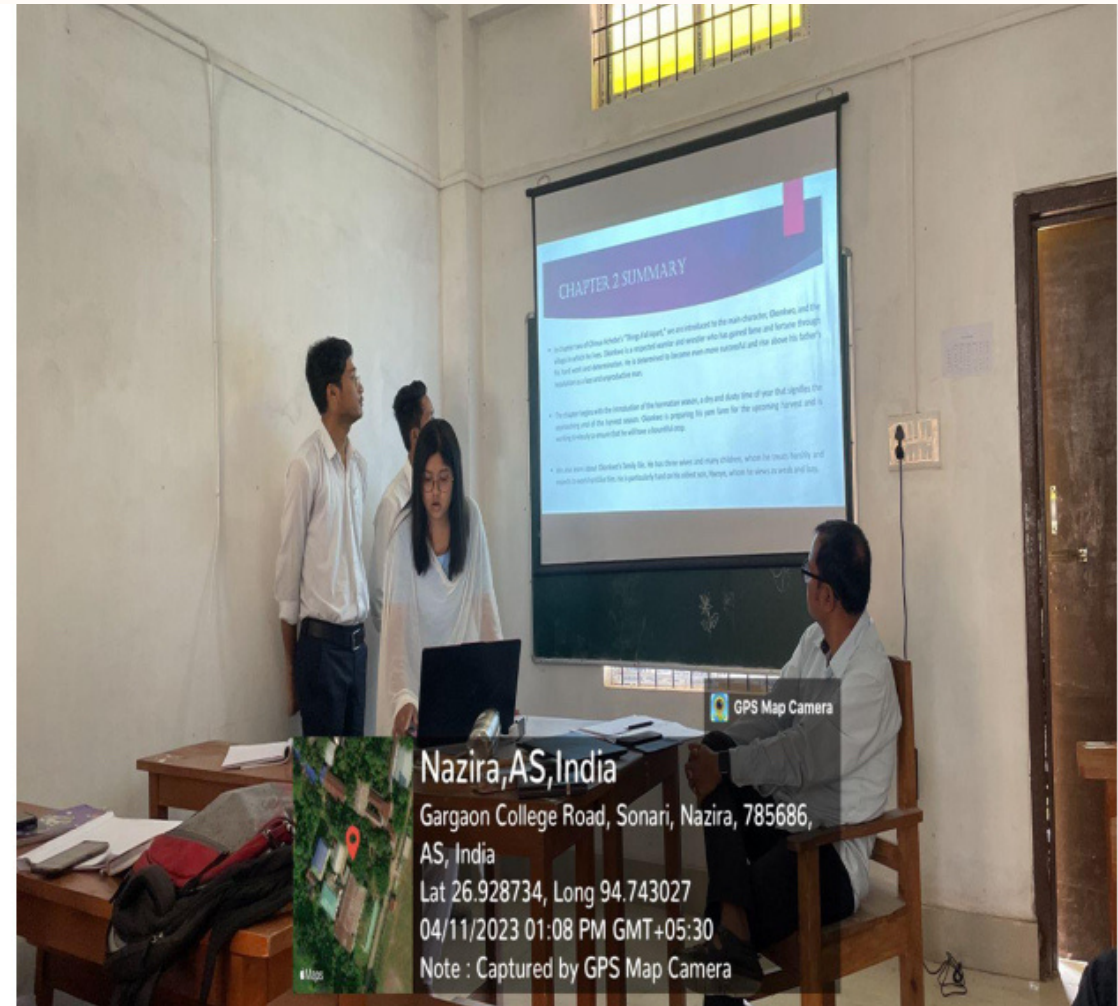


iv) Photographs of Student Seminar conducted for BA Programme



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4. List of group discussions and seminars Photos





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5. Display of Sessional Marks on Notice Board

1st Sessional Examination
RESULTS, 2022
BA 1st Semester
Subject- AECC-1

Roll Nos.	Marks	Roll Nos.	Marks	Roll Nos.	Marks
1	10	51	10	110	10
2	7	52	7	112	12
3	9	53	13	113	9
4	12	55	10	114	13
5	11	56	15	115	15
6	10	57	14	116	10
7	6	59	10	118	11
8	17	61	9	119	13
9	15	62	13	123	11
10	8	63	10	124	10
11	12	64	14	125	14
12	13	65	14	127	8
13	6	66	10	129	9
14	17	67	9	131	10
15	15	68	10	132	12
16	16	69	13	135	14
17	12	70	12	136	16
18	11	74	14	137	13
19	10	75	16	139	14
20	12	76	10	140	15
21	13	77	13	146	16
22	10	78	10	147	14
23	9	79	9	148	13
24	10	80	10	149	12
25	16	81	12	150	13
26	14	83	13	152	14
28	13	84	16	153	12
29	10	85	10	154	11
30	11	86	8	156	13
31	15	87	7	157	12
33	8	88	10	158	10
34	16	90	15	160	11
35	10	91	14	161	12
36	12	92	13	163	10
37	10	93	10	165	9
38	7	95	12	167	8
39	10	96	13	168	10
40	15	98	15	169	8
41	13	99	14	170	12
43	14	100	10	172	14
45	10	101	13	173	10
46	12	102	14	174	11
47	13	104	15	175	13
48	6	105	13	176	9

[Signature] 19/11/22
Head of the Department
Department of English
Gargaon College

Roll Nos.	Marks	Roll Nos.	Marks	Roll Nos.	Marks
177	10	232	10	290	10
178	9	234	9	291	12
179	13	235	12	292	9
181	12	236	10	293	8
182	10	237	8	294	10
183	8	238	9	295	7
184	12	239	12	297	12
185	8	240	9	299	8
187	13	242	10	300	10
188	10	243	12	301	13
189	6	245	11	302	12
189	13	246	14	303	11
191	16	247	15	304	10
192	12	248	10	305	10
193	10	249	10	306	11
195	11	250	12	307	14
196	15	251	12	309	12
197	14	252	14	310	9
198	13	253	7	311	10
199	10	254	10	312	8
200	8	255	13	313	12
202	12	256	8	314	7
204	10	257	12	315	9
205	11	259	9	316	8
206	14	260	12	317	10
207	11	261	14	318	11
209	15	262	8	319	12
210	10	263	12	320	10
211	8	265	11	321	12
212	9	266	10	322	11
213	14	267	9	324	10
214	10	269	8	325	8
215	10	270	8	326	9
216	10	271	12	328	12
217	12	272	10	329	10
218	16	273	9	330	12
219	9	275	10	332	14
220	12	276	12	333	15
221	11	277	14	334	10
222	10	278	8	335	11
223	10	279	10	336	9
224	12	280	13	337	8
225	13	282	10	338	10
226	13	284	8	339	7
227	15	285	12	340	10
228	14	286	9	341	12
229	8	287	8	342	8
230	12	288	12	343	12
231	11	289	10	345	9

[Signature] 19/11/22
Head of the Department
Department of English
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5. Display of Sessional Marks on Notice Board

Roll Nos.	Marks	Roll Nos.	Marks	Roll Nos.	Marks
346	7	406	10	461	10
347	10	408	11	462	12
349	10	410	12	463	11
350	14	411	10	465	10
351	12	412	11	467	9
352	9	413	9	468	7
353	8	414	10	469	9
354	10	415	7	470	8
355	12	416	10	471	7
357	10	417	13	472	12
358	14	418	12	473	8
360	10	419	10	474	7
361	9	420	9	475	10
362	8	421	10	476	11
363	12	422	8	477	12
364	11	423	9	478	8
365	12	424	12	479	9
366	13	425	7	480	12
368	10	426	10	482	7
369	10	428	8	484	10
371	12	429	13	485	11
372	11	430	9	486	12
374	10	431	7	488	8
375	11	432	10	489	10
376	12	433	9	490	7
377	10	434	7	491	9
379	8	435	12	493	8
380	10	436	7	494	6
382	8	437	10	495	12
384	10	438	8	496	14
385	12	440	9	497	8
386	10	441	12	498	7
387	9	442	10	499	12
388	12	443	12	500	9
389	11	444	13	501	8
390	10	445	7	502	12
391	9	446	9	503	7
392	10	447	14	504	5
393	8	448	7	505	10
394	7	449	9	506	11
395	11	450	11	507	8
396	10	451	8	508	7
398	9	453	10	509	10
399	8	455	7	510	9
401	8	456	9	511	12
402	9	457	8	513	7
403	10	458	12	514	8
404	10	459	10	516	5
405	9	460	8	518	10

R. P. S. 19/11/22
Head of the Department
Department of English
Gargaon College

Roll Nos.	Marks	Roll Nos.	Marks	Roll Nos.	Marks
520	7	568	7	601	10
521	10	569	10	602	8
522	7	571	6	604	6
524	8	572	5	605	5
525	10	574	5	608	12
526	8	575	10	609	5
527	5	578	9	610	9
528	10	579	6	612	10
529	8	580	10	614	9
530	10	581	5	615	5
531	11	582	7	617	12
533	6	584	9	619	5
534	11	586	6	622	14
535	8	587	11	623	5
536	7	589	5	624	10
538	10	590	12	626	6
539	6	592	8	628	7
560	5	593	9	630	9
561	9	594	5	632	10
562	7	595	9	635	6
563	11	596	6	637	11
564	12	597	11	639	8
565	8	598	8	640	6
566	7	599	6		10

R. P. S. 19/11/22
Head of the Department
Department of English
Gargaon College



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2.5.2. Grievance Redressal Report

APPLICATION FORM Grievances Redressal Form for Sessional Examination

To
The Head
Department of
Gargaon College

1. Name (in CAPITAL letters)
2. Class
3. (A) Mobile no..... (B) Mail ID.....
4. Examination Details (A)..... Examination 20.....
(B) Semester.....
(C) Subject/Speciality.....
(D) Paper..... Paper Code
5. Whether paper is applied for review (Yes/No):

Yours faithfully

.....
(Signature of the applicant)

For Office Use Only

1. Date of receiving the form:
2. Details of redressal of grievances:

Date:

Signature of Examiner

Signature of In-charge of Internal Semester

Signature of HOD