



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 POLITICAL SCIENCE**






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## 1. Minutes of departmental meeting regarding internal assessment

### Department of Political Science Gargaon College Meeting held on 02/11/2022

#### Minutes of Departmental meeting regarding internal semester examination, 2022-23

1. The meeting requested the faculties to set up question papers within one week from this meeting.
2. The meeting decided to follow the general routine supplied by the College authority and to hold examination as per the day and time allotted in the general routine.
3. The meeting has distributed the invigilation duty to the teachers.
4. The meeting decided to maintain secrecy and confidentiality in preparing and holding the exam.
5. The meeting has authorised the HoDs to collect the blank answer scripts from the central examination control room.
6. The meeting has decided to evaluate the answer scripts immediately after completion of the exam and submit back to the HoD within one week.
7. It is decided to display the marks of the internal exam in the notice board for students.
8. It is also decided to ask the students to submit their grievances (if any) to the concern course teacher and the course teacher will address the grievances within two days.

  
HoD  
Dept. of Political Science  
Gargaon College

(Dr. Pobon Kr. Gogoi)  
HoD, Dept. of Pol. Science



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# GARGAON COLLEGE

## DEPARTMENT OF POLITICAL SCIENCE

Date of Establishment: 1959  
Email ID: [polsciencegc@gmail.com](mailto:polsciencegc@gmail.com)

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20/04/2023

### Notice

This is to inform you all students of 2<sup>nd</sup>, 4<sup>th</sup> & 6<sup>th</sup> Semester that as per programme given by the College, you are hereby informed to appear in the sessional examination to be held from 25/04/2023 to 28/04/2023 without fail.

Please treat this matter very urgent.

  
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**B. Internal examination time table and invigilation duties of faculty members**

**DEPARTMENT OF POLITICAL SCIENCE  
GARGAON COLLEGE  
DISTRIBUTION OF ODD SEMESTER SESSIONAL EXAMINATION  
DUTIES, 2022-23**

SL. NO	SEM/PAPER	DATE	INVIGILATOR
1	1 <sup>ST</sup> SEM/ C-1	11/11/2022	Yuvaraj Gogoi
2	3 <sup>RD</sup> SEM M 5	11/11/2022	Ramananda Das
3	5 <sup>TH</sup> SEM NH	11/11/2022	Pobon Kr. Gogoi
4	5 <sup>TH</sup> M CLASSICAL POL. PHILOSOPHY	11/11/2022	Yuvaraj Gogoi
5	5 <sup>TH</sup> M INDIAN POL. THOUGHT	12/11/2022	Ramananda Das
6	1 <sup>ST</sup> SEM M PAPER 2	12/11/2022	Pobon Kr. Gogoi
7	3 <sup>RD</sup> SEM M	12/11/2022	Pobon Kr. Gogoi
8	1 <sup>ST</sup> SEM NH	12/11/2022	Yuvaraj Gogoi
9	3 <sup>RD</sup> SEM GE	14/11/2022	Ramananda Das
10	3 <sup>RD</sup> SEM NH	14/11/2022	Pobon Kr. Gogoi
11	3 <sup>RD</sup> SEM M	14/11/2022	Pobon Kr. Gogoi
12	5 <sup>TH</sup> SEM DSE 1	14/11/2022	Yuvaraj Gogoi
13	5 <sup>TH</sup> SEM NH	14/11/2022	Ramananda Das
14	1 <sup>ST</sup> SEM GE	15/11/2022	Pobon Kr. Gogoi
15	5 <sup>TH</sup> M HR	15/11/2022	Pobon Kr. Gogoi

  
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### C. Display of Sessional Marks on Notice Board





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MARK TABLE  
SEMESTER EXAMINATION 2021  
2021-22 (1st SEMESTER)

Roll No.	Mark	Grade
101	100	A
102	95	A
103	90	A
104	85	A
105	80	A
106	75	A
107	70	A
108	65	A
109	60	A
110	55	A
111	50	A
112	45	A
113	40	A
114	35	A
115	30	A
116	25	A
117	20	A
118	15	A
119	10	A
120	5	A
121	0	A

Mark Table (1st Sem)

Roll No.	Mark	Grade
122	100	A
123	95	A
124	90	A
125	85	A
126	80	A
127	75	A
128	70	A
129	65	A
130	60	A
131	55	A
132	50	A
133	45	A
134	40	A
135	35	A
136	30	A
137	25	A
138	20	A
139	15	A
140	10	A
141	5	A
142	0	A

Mark Table (1st Sem)

Roll No.	Mark	Grade
143	100	A
144	95	A
145	90	A
146	85	A
147	80	A
148	75	A
149	70	A
150	65	A
151	60	A
152	55	A
153	50	A
154	45	A
155	40	A
156	35	A
157	30	A
158	25	A
159	20	A
160	15	A
161	10	A
162	5	A
163	0	A

Mark Table (1st Sem)

Roll No.	Mark	Grade
164	100	A
165	95	A
166	90	A
167	85	A
168	80	A
169	75	A
170	70	A
171	65	A
172	60	A
173	55	A
174	50	A
175	45	A
176	40	A
177	35	A
178	30	A
179	25	A
180	20	A
181	15	A
182	10	A
183	5	A
184	0	A

Mark Table (1st Sem)

Roll No.	Mark	Grade
185	100	A
186	95	A
187	90	A
188	85	A
189	80	A
190	75	A
191	70	A
192	65	A
193	60	A
194	55	A
195	50	A
196	45	A
197	40	A
198	35	A
199	30	A
200	25	A
201	20	A
202	15	A
203	10	A
204	5	A
205	0	A

Mark Table (1st Sem)

Roll No.	Mark	Grade
206	100	A
207	95	A
208	90	A
209	85	A
210	80	A
211	75	A
212	70	A
213	65	A
214	60	A
215	55	A
216	50	A
217	45	A
218	40	A
219	35	A
220	30	A
221	25	A
222	20	A
223	15	A
224	10	A
225	5	A
226	0	A



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## D.Home Assignment through ICT

The screenshot shows a Google Classroom page for the class 'BA III M 2023'. The 'Stream' tab is selected, displaying a post from 'YG CLASSES' dated 27 Jul (Edited 27 Jul). The post is titled 'BOOK ON IR' and contains three PDF attachments: 'Foundations-of-Internati...', 'International Relations Th...', and '[Joshua\_S\_Goldstein]\_Int...'. The interface includes a sidebar with navigation options like Home, Calendar, and Teaching, and a list of classes on the left.

The screenshot shows a Google Classroom page for the class 'BA V M 2023'. The 'Classwork' tab is selected, displaying a 'Create' button and a dropdown menu set to 'All topics'. Below, a post titled 'realist theory' is visible, with a question: 'Q. Critically discuss the realist theory of Int...'. The post is dated 13 Sept 2022 and has a due date of 20 Sept 2022. The instructions list five steps: 1. write the assignment, 2. click photos of it, 3. scan it, 4. make a pdf, 5. upload it here. The interface also shows a 'Review work' button and a sidebar with navigation options.



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## E. Grievance Redressal Report



### *Report of Departmental Grievance Redressal*

Following grievances forms have been received by the Dept. of Political Science and redressed accordingly.

Sl. No.	Name of the Students	Semester	Redressed Y/N
1	SWASTIKA DUTTA	1 <sup>st</sup> Sem	Yes
2	MRIGAKSHEE GOGOI	1 <sup>st</sup> Sem	Yes
3	Ranjan Khanikor	1 <sup>st</sup> Sem	Yes
4	KANKANA CHARAIMURIA	1 <sup>st</sup> Sem	Yes
5	DISHA PHUKON	1 <sup>st</sup> Sem	Yes
6	PUBALEE CHANGMAI	1 <sup>st</sup> Sem	Yes
7	GYANOSREE GOGOI	1 <sup>st</sup> Sem	Yes

  
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8	ANINDITA GOGOI	1 <sup>st</sup> Sem	Yes
9	TARALI BORUAH	1 <sup>st</sup> Sem	Yes
10	JURI DUARAH	1 <sup>st</sup> Sem	Yes
11	MONISHA PANGING	1 <sup>st</sup> Sem	Yes
12	Mondita Borgohain	1 <sup>st</sup> Sem	Yes
13	CHINMOY GOGOI	1 <sup>st</sup> Sem	Yes
14	SAHIN KHATUN	1 <sup>st</sup> Sem	Yes
15	ARFINA BEGUM	1 <sup>st</sup> Sem	Yes
16	Debasish Duwarah	1 <sup>st</sup> Sem	Yes
17	SWASTIKA DUTTA	1 <sup>st</sup> Sem	Yes
18	MRIGAKSHEE GOGOI	1 <sup>st</sup> Sem	Yes
19	Ranjan Khanikor	1 <sup>st</sup> Sem	Yes
20	RAKHEE PRIYA HANDIQUE	5 <sup>th</sup> Sem	Yes
21	ADITYA SAHU	5 <sup>th</sup> Sem	Yes
22	SUKANYA PHUKON	5 <sup>th</sup> Sem	Yes
23	HIMANGSHU DUTTA	5 <sup>th</sup> Sem	Yes
24	RAKTIMA HANDIQUE	5 <sup>th</sup> Sem	Yes
25	VIOLINA PHUKON	5 <sup>th</sup> Sem	Yes
26	SHABANA YASMIN	5 <sup>th</sup> Sem	Yes
27	KOMAL SHARMA	5 <sup>th</sup> Sem	Yes
28	GAYATRI DEHINGIA	5 <sup>th</sup> Sem	Yes
29	LUCKYMONI GOGOI	5 <sup>th</sup> Sem	Yes
30	ASHA DEVI	5 <sup>th</sup> Sem	Yes
31	SANJEEV GOGOI	5 <sup>th</sup> Sem	Yes
32	ABHIJIT GOGOI	5 <sup>th</sup> Sem	Yes
33	GRECY DEHINGIA	5 <sup>th</sup> Sem	Yes

  
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37	SUKANYA PHUKON	5 <sup>th</sup> Sem	Yes
38	MONALISHA PANGING	3 <sup>rd</sup> Sem	Yes
39	PUBALEE CHANGMAI	3 <sup>rd</sup> Sem	Yes
40	RANJAN KHANIKAR	3 <sup>rd</sup> Sem	Yes
41	CHINMOY GOGOI	3 <sup>rd</sup> Sem	Yes
42	ARFINA BEGUM	3 <sup>rd</sup> Sem	Yes

  
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Sample of grievances redressal application

APPLICATION FORM  
Grievances Redressal Form for Sessional Examination

To  
The Head  
Department of ...Pol. Sc......  
Gargaon College

1. Name (in CAPITAL letters) ...DEBOJIT BARUATI.....
2. Class ...BA 3rd Sem.....
3. (A) Mobile no. ....6003629789..... (B) Mail ID.....
4. Examination Details (A)....BA 3rd Sem Sessional..... Examination 20.22.  
(B) Semester.....3rd Sem.....  
(C) Subject/Speciality.....Pol. Science.....  
(D) Paper.....Public Policy & Administration Paper Code ..C-6.....  
(E) Roll no : .....15.....  
(F) Date of declaration of results: ....29/09/2022.....
5. Whether paper is applied for review (Yes/No): .....Yes.....

Yours faithfully  
Debojit Baruah  
(Signature of the applicant)

For Office Use Only

1. Date of receiving the form: 30/09/2022
2. Details of redressal of grievances:

The grievance is redressed by showing the answer script and informed about why he got less marks.

Date: 3/10/2023

Ramandan  
Signature of Examiner

Signature of In-charge of Internal Semester

R  
Signature of HOD

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