



2.5. Evaluation Process and Reforms

2.5.1. Mechanism of internal assessment2.5.2. Mechanism to deal with internal examination

DEPARTMENT OF POLITICAL SCIENCE





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 evaluated 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.

Dept. of Political Science Gargaon, College

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



GARGAON COLLEGE DEPARTMENT OF POLITICAL SCIENCE

Date of Establishment: 1959 Email ID: <u>polsciencegc@gmail.com</u>

20/04/2023

Notice

This is to inform you all students of 2nd, 4th & 6th 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.

Dept. of Political Science Gargaon, College

(Dr. P.K.Gogoi) HoD, Dept. of Pol. Science



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 ST SEM/ C-1	11/11/2022	Yuvaraj Gogoi	
2	3 RD SEM M 5	11/11/2022	Ramananda Das	
3	5 th SEM NH	11/11/2022	Pobon Kr. Gogoi	
4	5 th M CLASSICAL POL.	11/11/2022	Yuvaraj Gogoi	
	PHILOSOPHY			
5	5 TH M INDIAN POL. THOUGHT	12/11/2022	Ramananda Das	
6	1 st SEM M PAPER 2	12/11/2022	Pobon Kr. Gogoi	
7	3 rd SEM M	12/11/2022	Pobon Kr. Gogoi	
8	1 st SEM NH	12/11/2022	Yuvaraj Gogoi	
9	3 RD SEM GE	14/11/2022	Ramananda Das	
10	3 RD SEM NH	14/11/2022	Pobon Kr. Gogoi	
11	3 RD SEM M	14/11/2022	Pobon Kr. Gogoi	
12	5 th SEM DSE 1	14/11/2022	Yuvaraj Gogoi	
13	5 th SEM NH	14/11/2022	Ramananda Das	

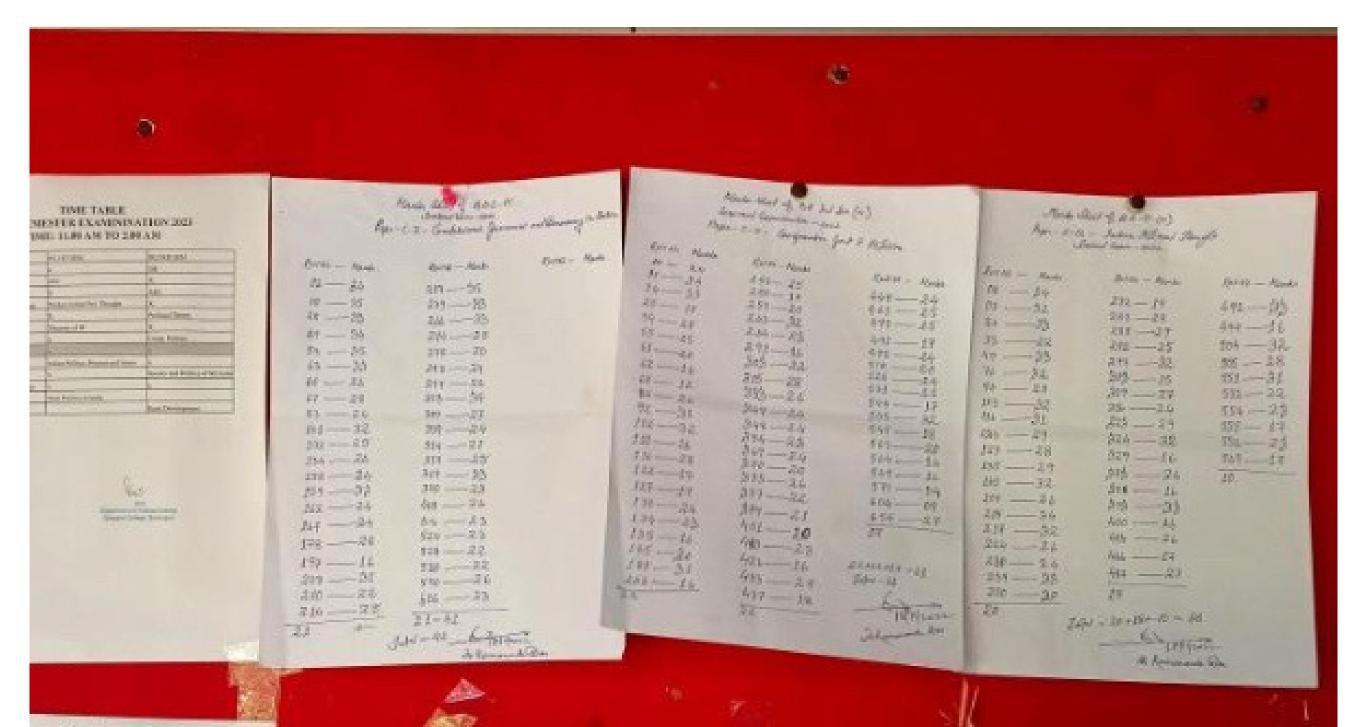
14	1 st SEM GE	15/11/2022	Pobon Kr. Gogoi
15	5 th M HR	15/11/2022	Pobon Kr. Gogoi

HoD Dept. of Political Science Gargaon, College

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



C. Display of Sessional Marks on Notice Board



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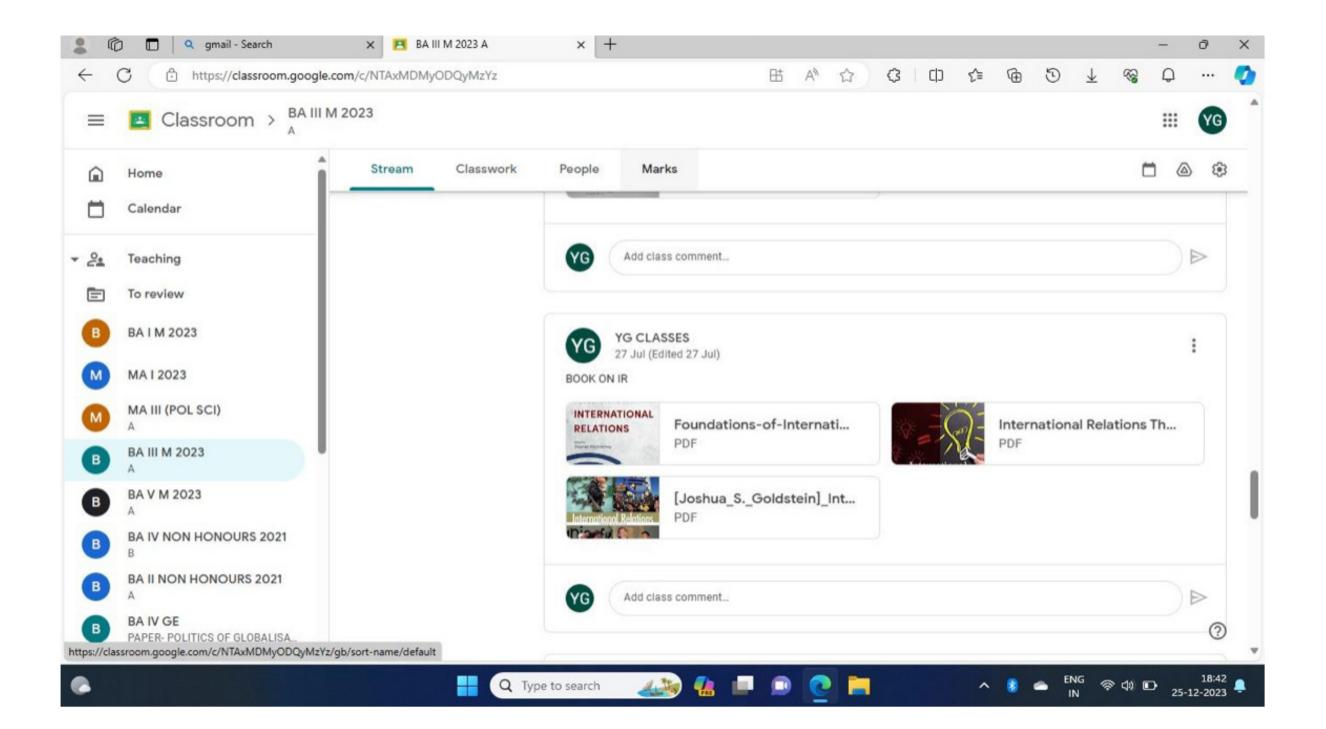


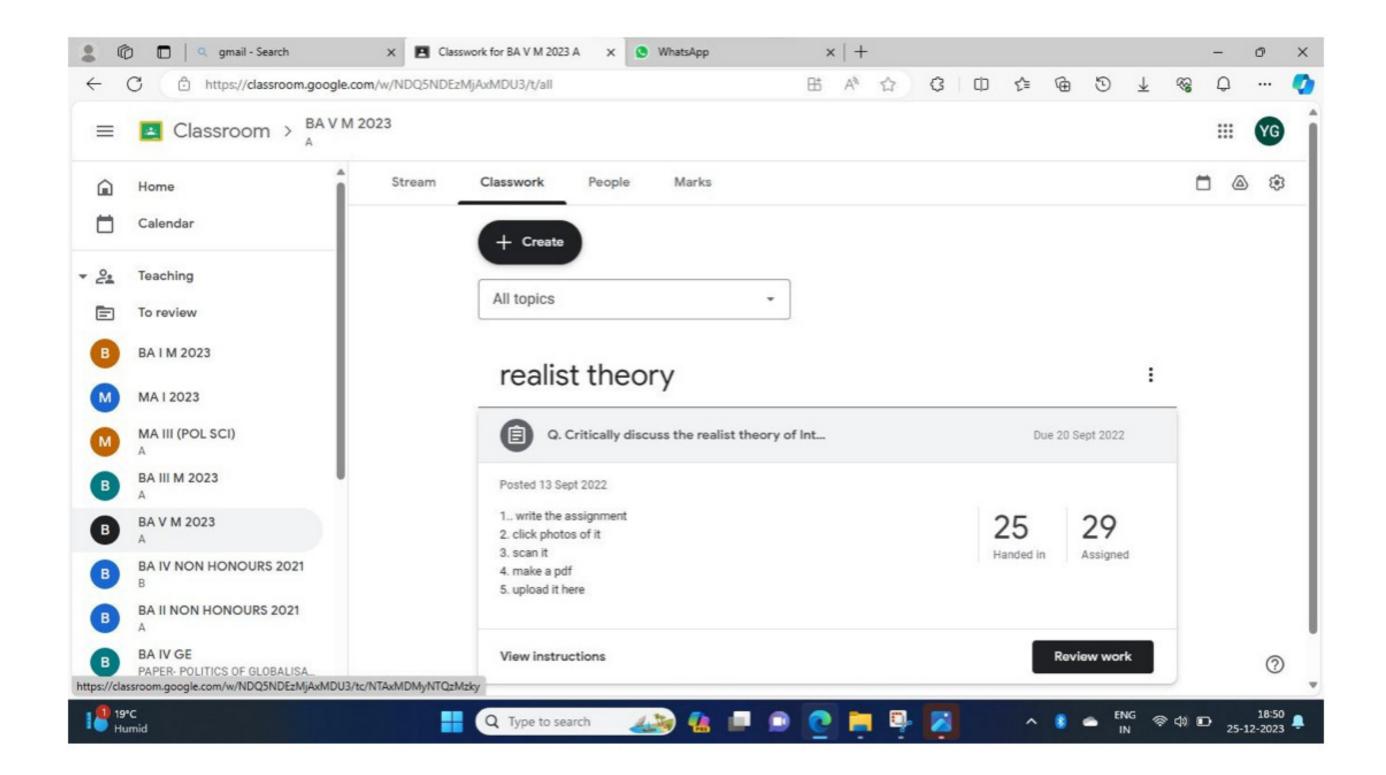
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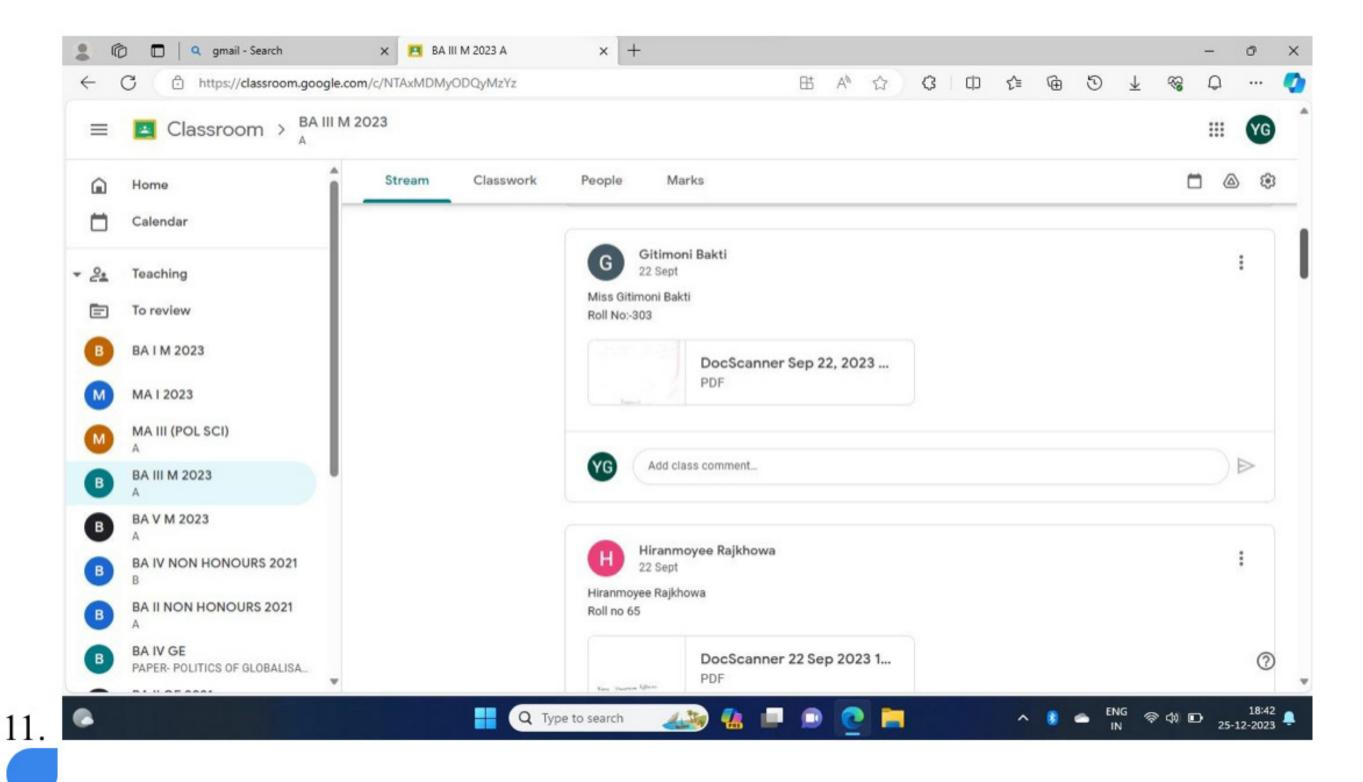


D.Home Assignment through ICT

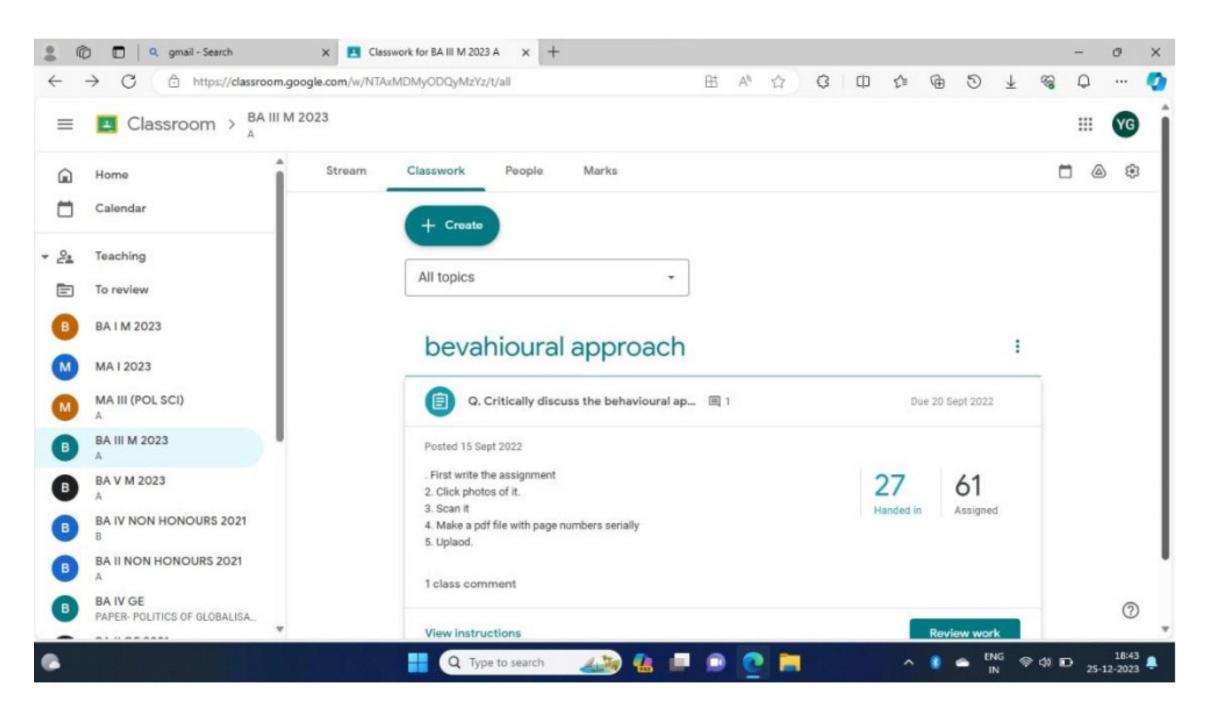














E. Grievance Redressal Report



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 st Sem	Yes
2	MRIGAKSHEE GOGOI	1 st Sem	Yes
3	Ranjan Khanikor	1 st Sem	Yes
4	KANKANA CHARAIMURIA	1 st Sem	Yes
5	DISHA PHUKON	1 st Sem	Yes
6	PUBALEE CHANGMAI	1 st Sem	Yes
7	GYANOSREE GOGOI	1 st Sem	Yes

HoD Dept. of Political Science Gargaon, College





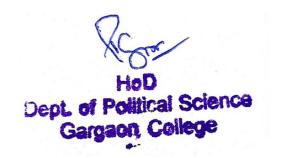
NAAC accredited with 'B' Grade

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

HoD Dept. of Political Science Gargaon, College



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



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



Sample of grievances redressal application

APPLICATION FORM Grievances Redressal Form for Sessional Examination To The Head Gargaon College Class BA Breef Steamer 2. 3. 4. (C) Subject/Speciality Pala Science Whether paper is applied for review (Yes/No): 5. Yours faithfully Pronch. (Signature of the applicant) For Office Use Only 30109/2022 1. Date of receiving the form:

2. Details of redressal of grievances:

The grievances is redressed by showing The answerseript and informed about they be got less marks.

Date: 3/10/2023

signature of Examiner

Signature of In-charge of Internal Semester
