



চন্দ্রকমল বেজবৰুৱা মহাবিদ্যালয়, টীয়ক

CHANDRA KAMAL BEZBARUAH COLLEGE, TEOK

P.O.: Jogduar, Teok

Dist: Jorhat – 785112 (Assam)

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AFFILIATED TO DIBRUGARH UNIVERSITY & ACCREDITED BY NAAC

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Date/তাৰিখ: .....

**Action Taken Report on Teachers' Qualities for the period of 2017-2022, on the basis of students Feedback Findings during that period**

In every academic session the IQAC, Chandra Kamal Bezbaruah college, Teok, collect feedback from the end semester students on Teachers' qualities such as teaching methodology, punctuality, competency subject knowledge, relationship with students, completion of course (Syllabus) on time, supply of study materials, use of ICT in classroom delivery etc. areas. The feedback report analyzed properly and the report forwarded to the principal for necessary action.

The principal, on the basis of students Feedback, took certain steps for the enhancement of quality teaching-learning atmosphere in the college as well as to increase the reliability of students' on the teaching staff of the college for overall quality enhancement in teaching and learning.

Some of the major steps undertaken by the Principal are highlighted as follows:

**2017-2018**

1. On 08-05-2017 in the ISMC meeting the principal made an overview of the student's feedback report. He appreciated the staff for timely completion of syllabus and appealed them to prepare the students for examination oriented. He also advised the HoDs to organize workshop by the departments on how to prepare a good 'answer' of examination questions. He also stressed on supply of quality study material to the students.
2. Depending on the feedback report the college authority constructed a digital classroom with the surplus fund of Golden Jubilee celebration of the college and inaugurated the same on 12-08-2017.
3. In the IQAC meeting held on 01-09-2017 the Principal reviewed the students' feedback report and instructed IQAC to allot minimum of fourteen classes to each faculty member in a week.

*B. Pachani*

Principal  
Chandra Kamal Bezbaruah  
College, Teok



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Group discussions and seminar presentation much be organized as a part of internal evaluation by the departments with a pre-notified schedule, the Principal instructed to IQAC.

In the IQAC meeting to major decision were taken for the award of best teacher considering certain criteria relating to the performance of the teacher in the teaching, learning and research activity and also on the students' feedback report of the quality of the teacher. In another decision it was propose to reward a best male and female student considering some criteria from the next academic session.

4. In the ISMC meeting held on 15-02-2018 the Principal instructed IQAC arrange remedial classes for the students who have failed in their last semester examination and also instructed the HoDs of the concern department to maintain separate register for this purpose. Accordingly it was decided to start remedial classes from 21<sup>st</sup> February, 2018.

### 2018-2019

1. In a joint meeting of IQAC and ISMC held on 11-05-2018 the Principal advised IQAC to organize a workshop on use of ICT in to class room delivery within June, 2018. In the meeting it was also propose to take initiative by the college authority for utilization of the unused land for farming purpose as a part of internal resource generation of the institution.

As most of the students come from the poor economic background and flood prone area, the meeting decided to visit some selected students homes for a better understanding of their socio-psychological and societal background to provide them better counseling.

2. On 30-06-2018 the principal called staff meeting to discuss the progress of syllabus. Some departments were asked to take extra classes to complete the syllabus on time on the basis of students feedback report. He also directed IQAC to monitor the application of ICT tools in classroom by the teachers.

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3. In the ISMC meeting held on 04-04-2019 the Principal reviewed the student feedback report. He instructed the HODs to hold departmental meetings frequently to review the progress of the syllabus. He also advised the HODs to scrutinize the sessional exam answer sheets of the students and to suggest suitable measures for improving the quality of answers in the tune of university question papers.

The Principal also directed IQAC to arrange additional class in the daily routine from 3.15 pm to 4.15 pm for each department.

### 2019-2020

1. For providing better outdoor sports facility to the student, the playground of the college was developed and the college authority appointed part time football coach for the college football team.
2. As proposed in the IQAC and ISMC joint meeting held on 11-05-2018 the workshop on use of ICT in classroom delivery has been successfully organized by IQAC, Chandra Kamal Bezbaruah College, Teok.
3. In the IQAC meeting held on 29-02-2020 it was decided to introduce a one year diploma course in Horticulture from the next academic session.

The Principal directed IQAC to issue instruction to all HoDs to involve students in the departmental research project to be carried out under seed money scheme of the college.

### 2020-2021

1. On 03-06-2020 the Principal called a staff meeting to review the syllabus coverage by the faculty members during lockdown period. He also reviewed the initiative undertaken by the faculty members for the mantel and academic support to their students during lockdown period. The Principal express his dissatisfaction for the frailer of the online mechanism of teaching and learning as most of the students failed to join online classes due to network frailer and lack of

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android mobile phones with majority of the students. The Principal directed the faculty members to get ready for offline classes by maintaining covid-19 protocol.

2. On 04/01/2021 in a staff meeting the principal reviewed the progress of syllabus and stressed on more use of ICT tools for better classroom delivery.
3. On 19/01/2021, in the IQAC meeting the principal asked all faculty members to submit record of ICT classes individually to his office. He also instructed coordinator IQAC to maintain proper record of ICT classes done by the individual faculty members.

The above actions were undertaken by the principal on the basis of students Feedback report on Teachers Quality.

### 2021-2022

- In the IQAC meeting held on 19-08-2021 the Principal reviewed the online feedback report thoroughly. The Principal instructed IQAC to maintain online class record attended by the faculty members.

It was unanimously decided in the meeting to maintain the admission for the new academic session completely in online mood. Moreover necessary preparation for conducting the end semester examination in blended mood as directed by controller of examination, Dibrugarh University by strictly following covid-19 SOP of the Government of Assam.

- In the IQAC meeting held on 01-10-2021 it was decided to organized a National Level Seminar by IQAC on the topic “India : After Independence and Vision 2047” in collaboration with Dibrugarh University Teachers Association (DUTA) and Assam College Teachers Association (ACTA), Jorhat Zone. The meeting decided to make an appeal to the teaching staff of the college to donate for holding the said seminar to cover the budgetary cost. In an another development the Principal directed IQAC to form a friendship cluster union among the neighboring colleges i.e. Amguri College, Jorhat Kendriya Mahavidalaya with Chandra Kamal Bezbaruah College, Teok and also prepare future plan of a action in this regard.

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- On 31-03-2022 in the IQAC meeting the Principal asked the status report of the syllabus coverage from each department and other academic and extension activities perform by the departments. the Principal directed the HoDs to complete the syllabus within the time frame and to perform the extension activities of the departments and to submit report to IQAC.

The meeting also discuss about the preparation for the propose Incubation and Start-up conclave to be organized by Women Cell, Chandra Kamal Bezbaruah College, Teok in association with Alumni Association, Chandra Kamal Bezbaruah College, Teok and Teok Press Club scheduled to be held on 10<sup>th</sup>-12<sup>th</sup> April, 2022.

The meeting decided to organized the following series of programme before May 30th, 2022.

Programme 1. A two day National Workshop on “Lifstock, Fish, Horticulture based Intrigued Farming for enhancing Livelihood Security and Economic Empowerment of Rural Youths” to be organized by ISR Committee in association with Farmers Friend Club Coordination Committee, Chandra Kamal Bezbarua College, Teok.

Programme 2. A two day Workshop on “Current Status of Intellectual Property Right” to be organized by IQAC.

Programme 3. A two day workshop on “Empowerment of Rural Youth” to be organized by Extension Activities Cell, Chandra Kamal Bezbarua College, Teok.

It is worth noting that all the programmes were successfully carried out within the stipulated time framework.

Principal  
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