

TEACHERS FEEDBACK FORM
SCHOOL OF SOCIAL SCIENCES

THE ASSAM KAZIRANGA UNIVERSITY

A total of 10 faculty feedback included in the current report. There were 60% of the faculties are associated with Social Work subjects and rest 40% are belonging to sociology. There were one Professor, two Associate Professors, six Assistant Professors, and one Affiliated Faculty in the School of Social Sciences.

Sl.No	Aspect of Feedback	Strongly Agree	Agree	Disagree	Strongly Disagree
1.	The Vision, philosophy & objectives of the University are known	5 (50)	5 (50)	0 (00)	0 (00)
2.	Aims and objectives of the syllabi are well defined and clear to teachers and students.	4 (40)	6 (60)	0 (00)	0 (00)
3.	The course/programme of studies carries sufficient number of optional papers.	3 (30)	4 (40)	2 (20)	1 (10)
4.	Programmes outcomes of the syllabi is well defined	4 (40)	6 (60)	0 (00)	0 (00)
5.	Curriculum having good academic flexibility	3 (30)	6 (60)	1 (10)	0 (00)
6.	The course content fulfils the need of students	3 (30)	5 (50)	2 (20)	0 (00)
7.	Need to fully review the syllabus	3 (30)	4 (40)	3 (30)	0 (00)
8.	Students are disciplined and respect the Staff members	5 (50)	5 (50)	0 (00)	0 (00)
9.	University provides opportunities for continuous development of Staff	0 (00)	10 (100)	0 (00)	0 (00)
10.	Equal opportunities for all staff is provided	1 (10)	9 (90)	0 (00)	0 (00)

Continue...



Promoted By:

HOD, School of Social Sciences

Sl. No	Aspect of Feedback	Strongly Agree	Agree	Disagree	Strongly Disagree
11.	University has adequate medical facilities and is equipped to handle medical and other emergencies	1 (10)	6 (60)	3 (30)	0 (00)
12.	Rest rooms, toilets, laboratory, playground, classrooms are clean and well maintained	4 (40)	6 (60)	0 (00)	0 (00)
13.	Clean drinking water is available	3 (30)	5 (50)	2 (20)	0 (00)
14.	Laboratory requirements including equipments, chemicals and specimens are regularly provided	0 (00)	9 (90)	1 (10)	0 (00)
15.	Computer facilities are made available for ICT based teaching to students	2 (20)	8 (80)	0 (00)	0 (00)
16.	Good facility and encouragement to the teachers for their research	0 (00)	9 (90)	1 (10)	0 (00)
17.	University pays attention to conservation of environment and has taken initiative on implementing waste management practices	1 (10)	9 (90)	0 (00)	0 (00)
18.	Authorities are approachable and accessible	2 (20)	8 (80)	0 (00)	0 (00)
19.	There is a mechanism for feedback, review and performance enhancement for the staff	0 (00)	10 (100)	0 (00)	0 (00)
20.	There is a recognition/ Incentive/ Appreciation of the individual work is given	1 (10)	8 (80)	1 (10)	0 (00)

End



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Page 2 of 2

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www.kazirangauniversity.in

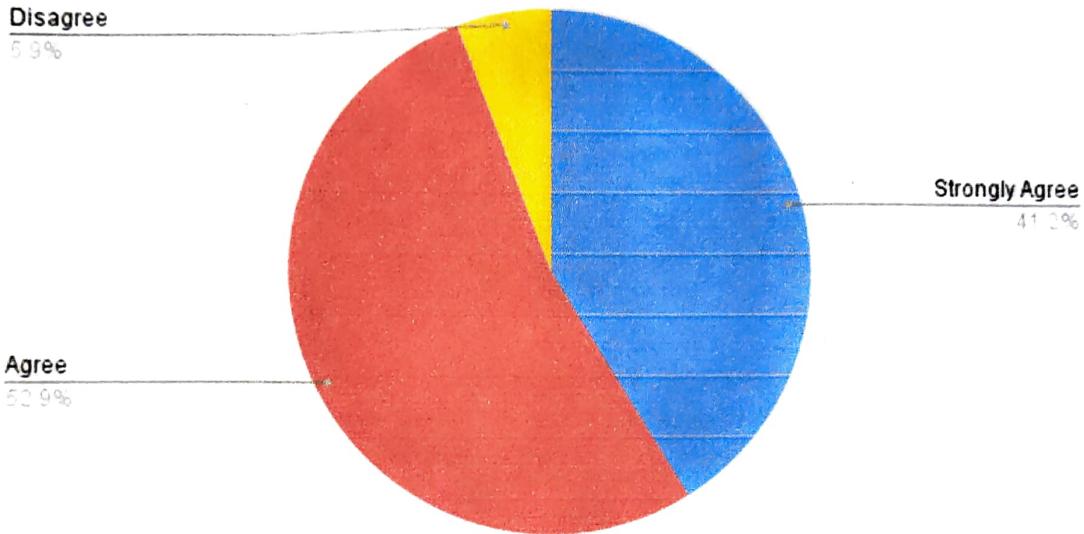
Registered Office
Seuni Ali, A.T.Road,
Jorhat - 785001, Assam
Tel : + 91 376 2351433

Campus
Koraikhowa, NH 37,
Jorhat - 785006, Assam
Tel : + 91 376 2305500/01

Teacher's Feed Back Survey
School of Business
The Assam Kaziranga
University



Aims and objectives of the syllabi are well defined and clear to teachers and students.



Analysis- It can be observed that the level of agreement regarding the clarity of aims and objectives of syllabi to teachers and students is 94.1 % of which 41.2 % strongly agree about the statement.

Action Taken- Teachers who are in disagreement are those who have recently joined. They were called for a meeting for clarity.

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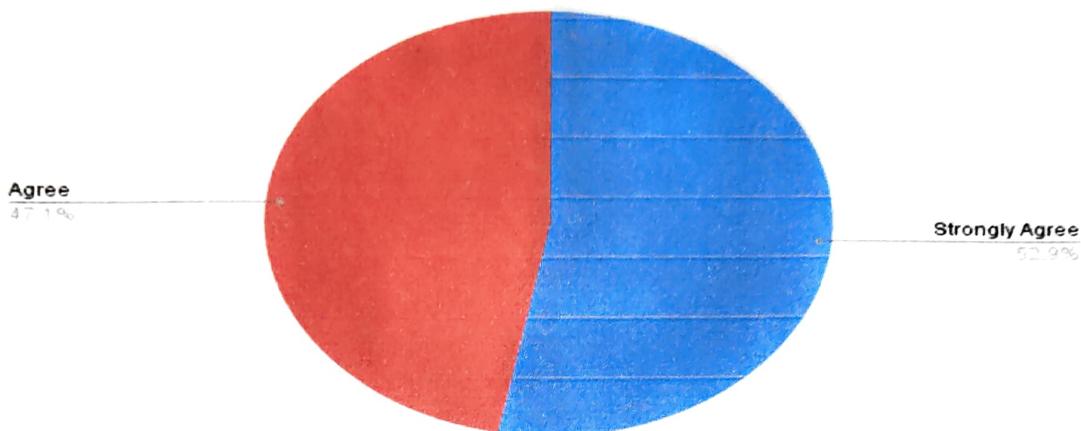
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Page 1

Teacher's Feed Back Survey
School of Business
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The Vision, philosophy & objectives of the University are known



Analysis- It is observed that the vision, philosophy and the objectives are well known to all the faculty members of the school of business. Around 53% are in the category of strongly agree and almost 47% are in the category of just agree to the given statement. There is no one among the faculty members who has doubts.

Action Taken- Faculty members still having some doubts were well explained about the vision, philosophy & the objectives of the university.

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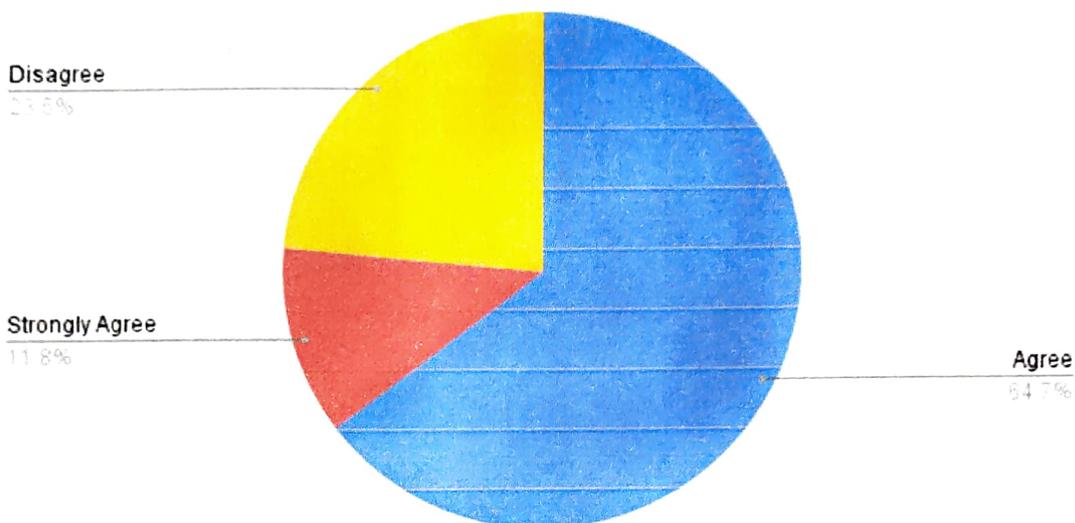
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Teacher's Feed Back Survey
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The course/programme of studies carries sufficient number of optional papers

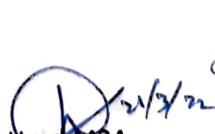


Analysis: 76.5% of the faculty members are of the opinion that there are a sufficient number of optional papers in the course/programme offered by the business school. 23.5% of teachers have a disagreement on it.

Action Taken: Suggestions have been taken from those who are having disagreement regarding the number of optional papers. The teachers are encouraged to suggest more and more optional papers which will be discussed in the up-coming meeting board of studies regarding the feasibility of inclusion such papers as optional papers.


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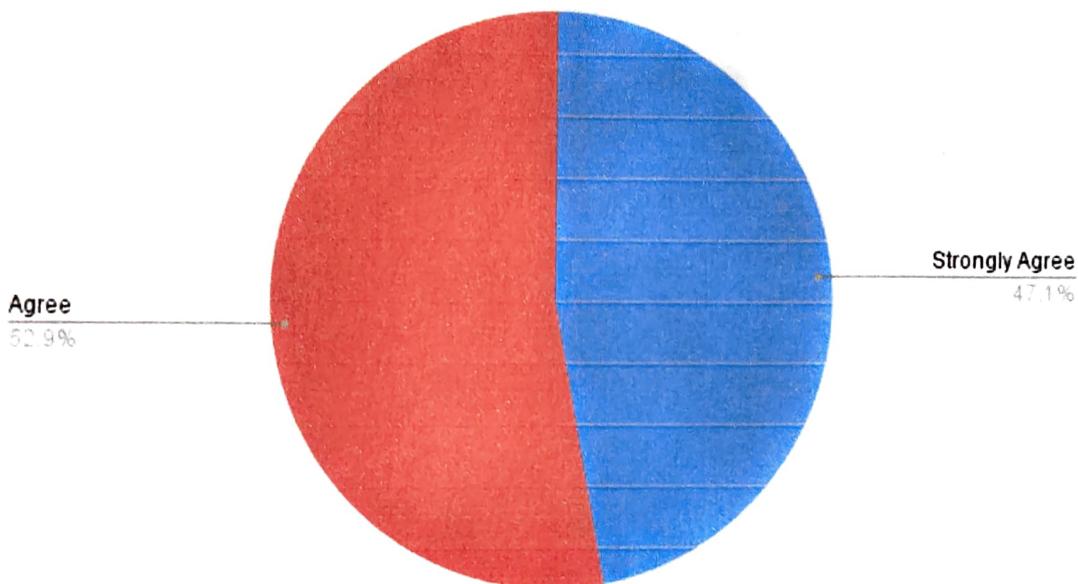

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Programmes outcomes of the syllabi is well defined



Analysis: It is observed that programmes outcomes of the syllabi are well defined and the statement given is agreed to by all the faculty members.

Action Taken: The new faculty members were explained about the programmes outcomes of the syllabi provided.

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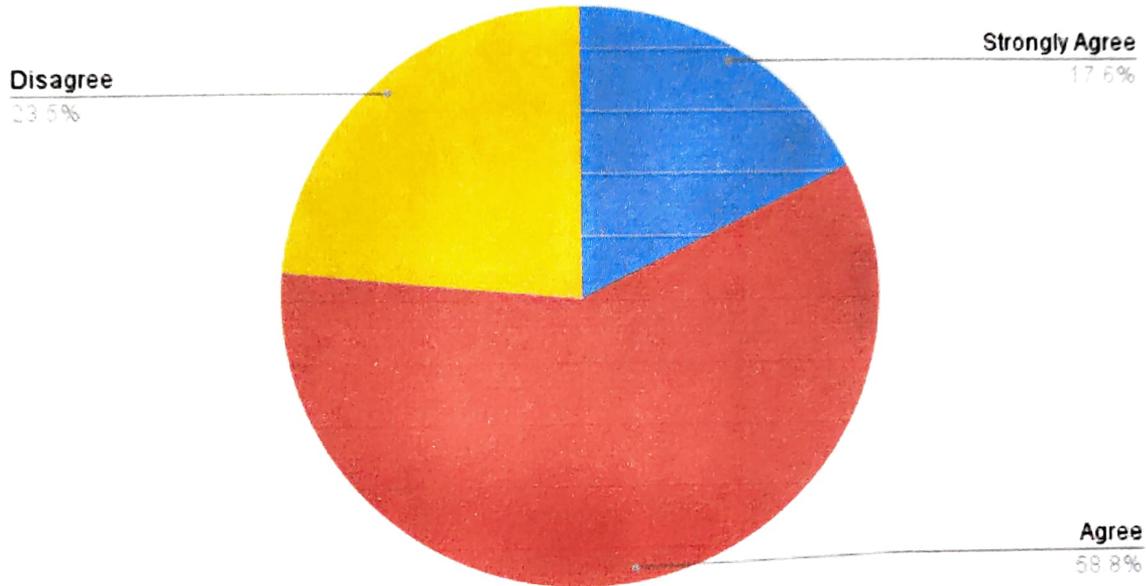
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**Teacher's Feed Back Survey
School of Business
The Assam Kaziranga
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Curriculum having good academic flexibility]



Analysis: It is observed that more than 76% percent of the teachers have the opinion that the curriculum offered by the School of Business has good academic flexibility. There are 23.5 % faculty members who disagree.

Action Taken: Disagreeing faculty members are requested to provide the suggestions in order to make the curriculum a more flexible one. Their suggestions are considered to be presented before the Board of Studies for further discussion and decision.

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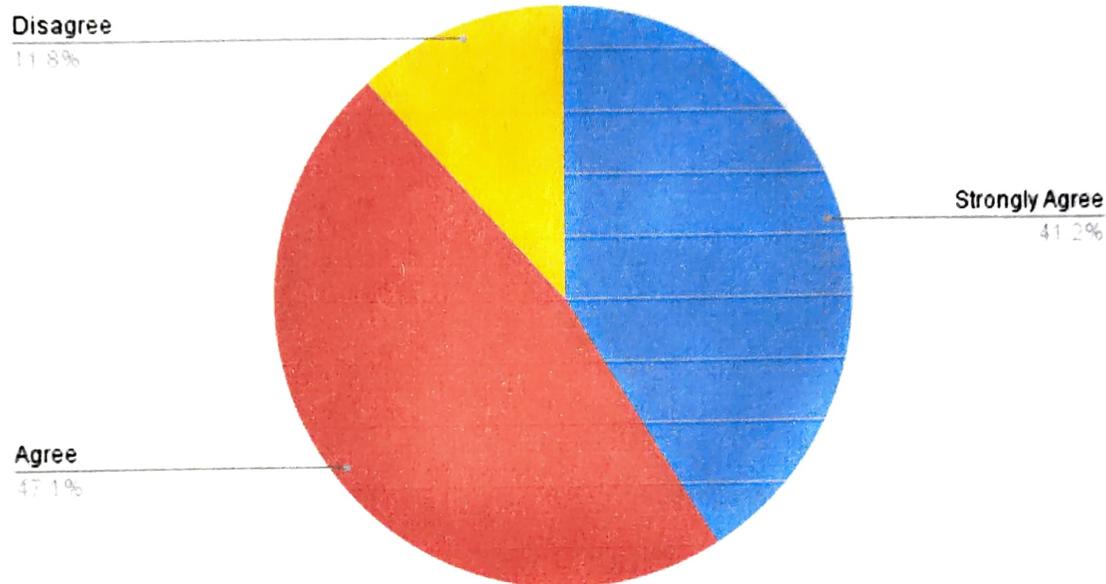
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The course content fulfils the need of students



Analysis: More than 88% of the faculty members have the opinion that the course content fulfils the needs of the student. Only 11.8 % of the faculty members do not agree with the above statement.

Action Taken: Faculty who are not in support of the above statement are requested to provide their valuable suggestions so that academic flexibility can be discussed in the Board of Studies.

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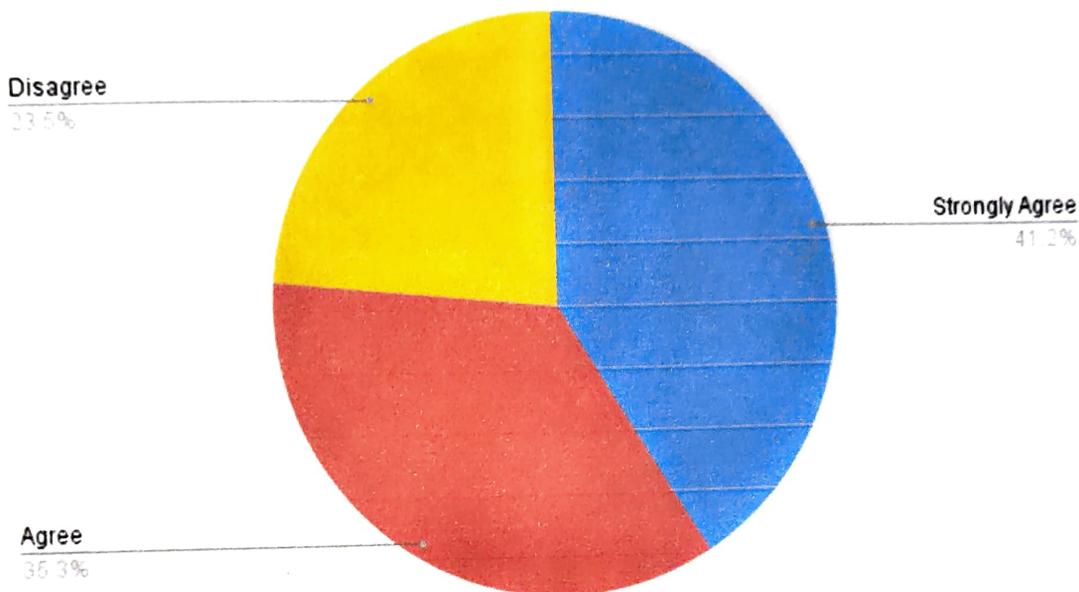
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**Teacher's Feed Back Survey
School of Business
The Assam Kaziranga
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Need to review the syllabus



Analysis: More than 75% of the faculty have the opinion that there is some need to review the syllabus which they are teaching. Around 24% of the faculty members are not buying the given statement.

Action Taken: Subjects teaching faculty members are requested to provide the suggestions and logical support in which area/unit of the current syllabus they like to make the changes. The same will be put forward in the Board of studies for further review and implementation.

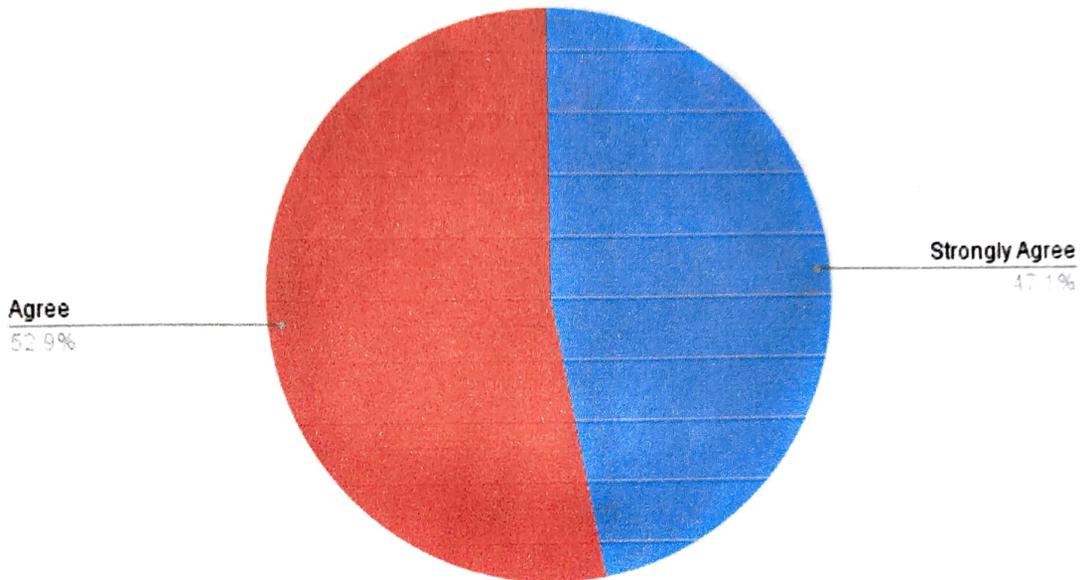
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Students are disciplined and respect the Staff members



Analysis: Almost the faculty members of the School are of the opinion that students are disciplined and do respect the faculty members.

Action Taken : Continuous efforts are made by all the faculty members and the management to maintain good discipline in the School.


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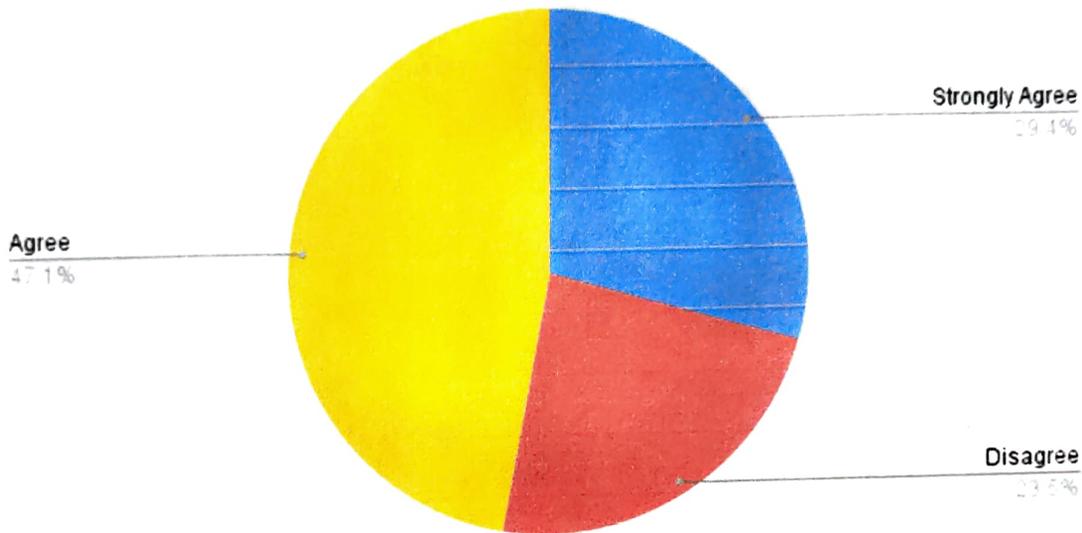

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The Assam Kaziranga
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University provides opportunities for continuous development of Staff



Analysis: More than 75% of the faculty members have the opinion that the Kaziranga University provides opportunities for continuous development of staff. Around 23.5% disagree with the above statement.

Action Taken: Timely feedback is taken from all the faculty members so that they could develop their academic efficiency in a continuous manner. The School of Business has decided to conduct some FDPs (on research methodology, Pedagogy and Personal Effectiveness, and some skill based programmes) for development of the faculty members.

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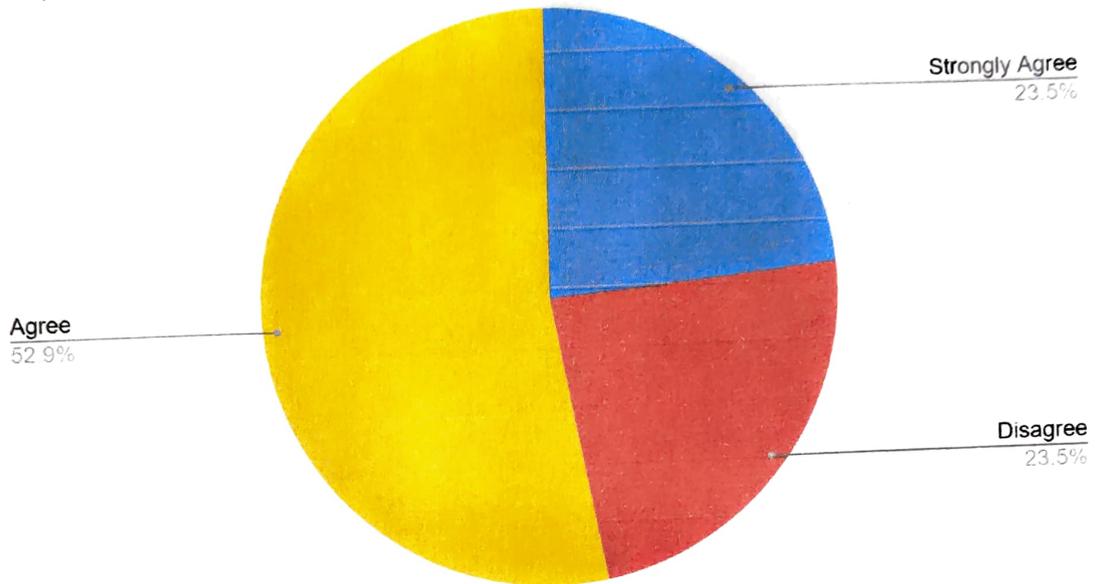
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**Teacher's Feed Back Survey
School of Business
The Assam Kaziranga
University**



Equal opportunities for all staff is provided



Analysis: It is observed that more than 75% of the faculty members have the opinion that all the staff in the school are provided equal opportunities. Only 23.5% of the faculty members are not in support of the given statement.

Action Taken: Faculty members not supporting the statement are identified and their issues are taken carefully and told them to provide the necessary supports from the university side.

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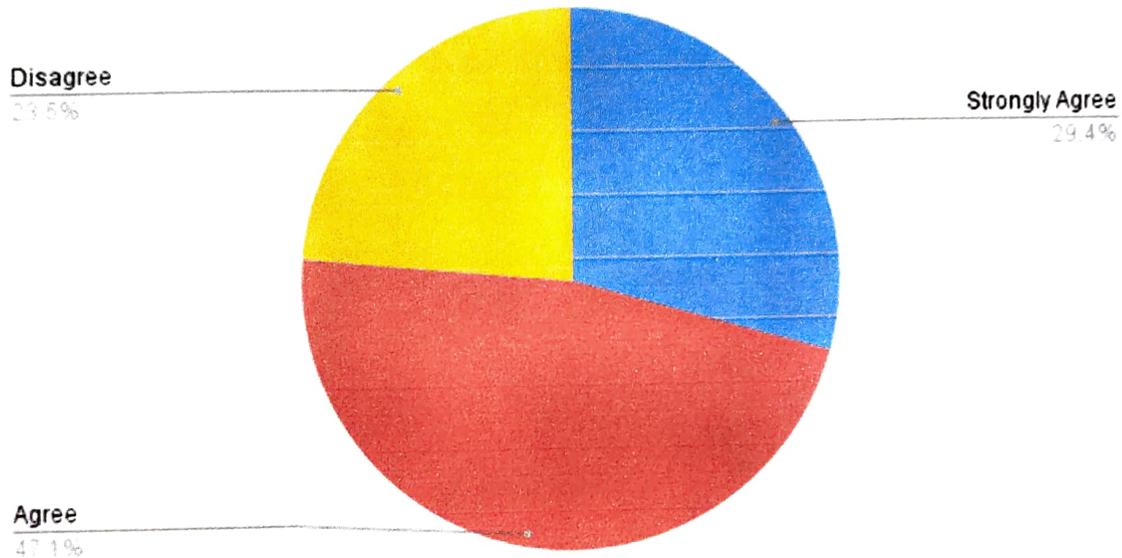
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**Teacher's Feed Back Survey
School of Business
The Assam Kaziranga
University**



University has adequate medical facilities and is equipped to handle medical and other emergencies



Analysis: It is observed that 76.5% of the faculty are in support of the given statement. The university has its own medical unit supported by its own doctor and the nurses to deal with emergencies. It is 23.5% of the faculty members who do not support the above statement.

Action Taken : The feedback was shared with the University. The medical chamber has enhanced its additional facilities to deal with emergency situations in future.

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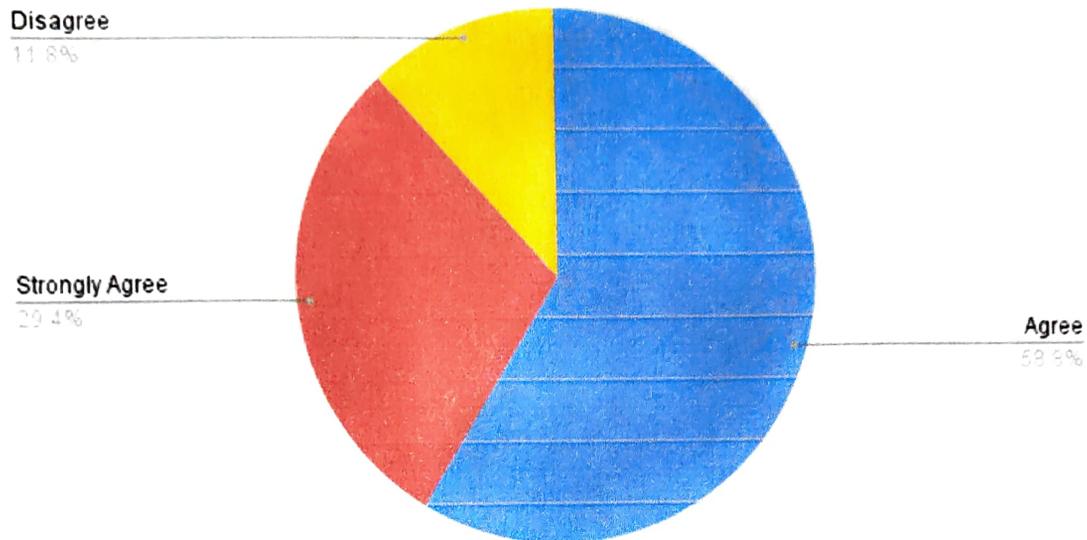
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Teacher's Feed Back Survey
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The Assam Kaziranga
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Rest rooms, toilets, laboratory, playground, classrooms are clean and well maintained



Analysis: It is observed that 88.2% of the teachers have the opinion that rest rooms, toilets, laboratory, playground and class rooms are clean and well maintained. Only 11.8 % of the respondents are not in support of the statement.

Action Taken: Suggestions are taken from the identified members who are not in line with the statement for future implementation

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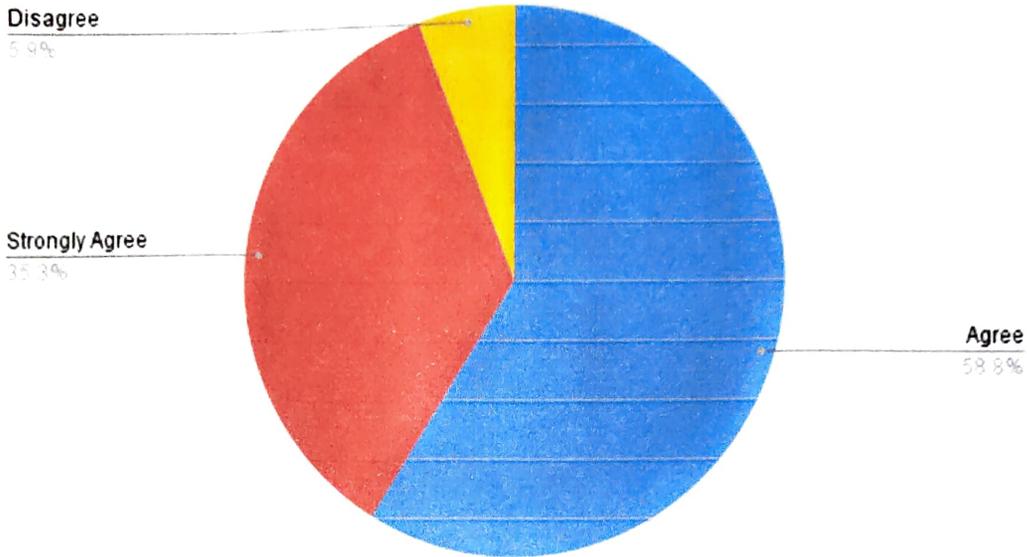
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**Teacher's Feed Back Survey
School of Business
The Assam Kaziranga
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Clean drinking water is available



Analysis: It can be known from the above chart that almost 95% of the respondents have the view that clean drinking water is available in the University. Only 5.9% of the respondents are not in support of the given statement.

Action Taken: No action to be taken

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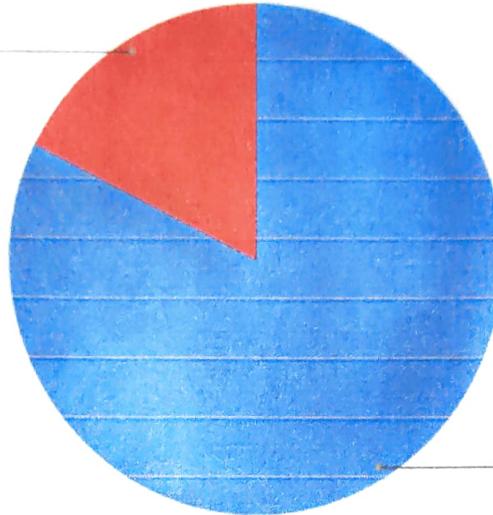
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Teacher's Feed Back Survey
School of Business
The Assam Kaziranga
University



Laboratory requirements including equipments, chemicals and specimens are regularly provided

Strongly Agree
17.0%



Agree
82.4%

Analysis: All the respondents have a positive view on the statement provided. The SOB has a strong communication lab and activity room provided for students. These have been made available to the students even on holidays, on special request of the students.

Action Taken: No action to be taken

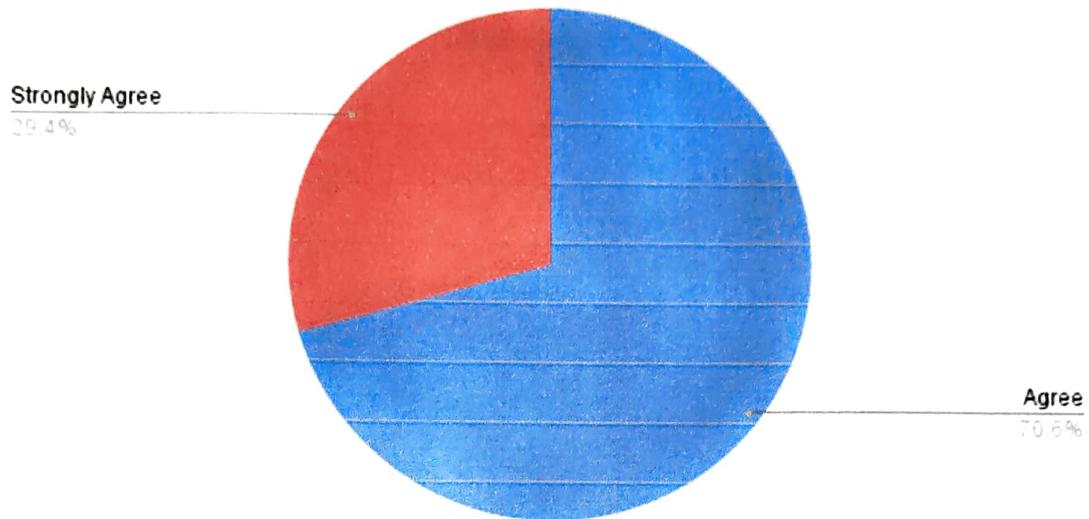
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Head MBA

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Computer facilities are made available for ICT based teaching to students



Analysis: It is observed that all the respondents are in line with the statement regarding computer facilities made available to the students for ICT based teaching.

Action Taken: No action required to be taken


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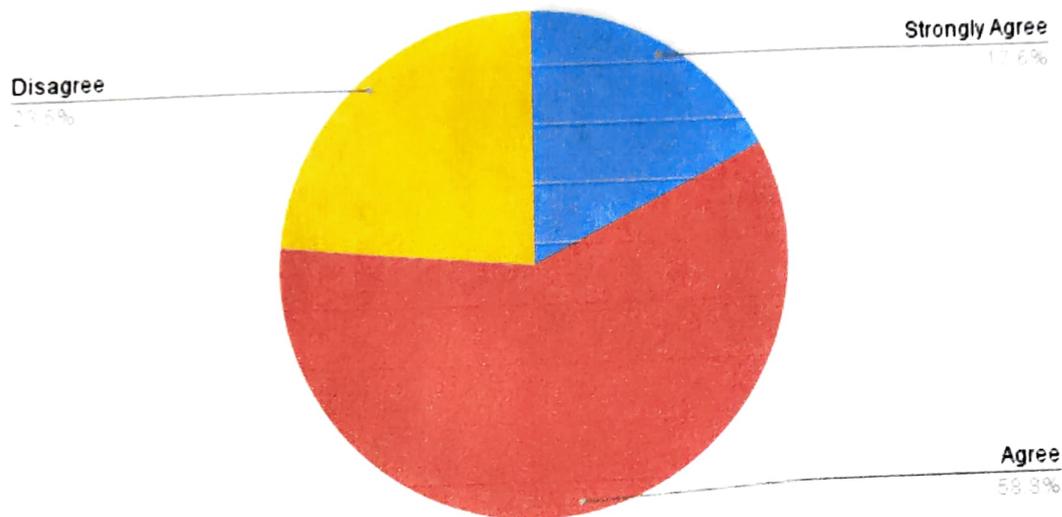

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Teacher's Feed Back Survey
School of Business
The Assam Kaziranga
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Good facility and encouragement to the teachers for their research



Analysis: It is observed that 76.4% of the respondents have the opinion that the university provides good facilities and encouragement to the teachers for their research. Around 23 percent of the respondents do not support the given statement.

Action Taken: For a good academic delivery it is decided that more teachers, especially the newly recruited will be encouraged to attend FDPs on research organized by the University from time to time.

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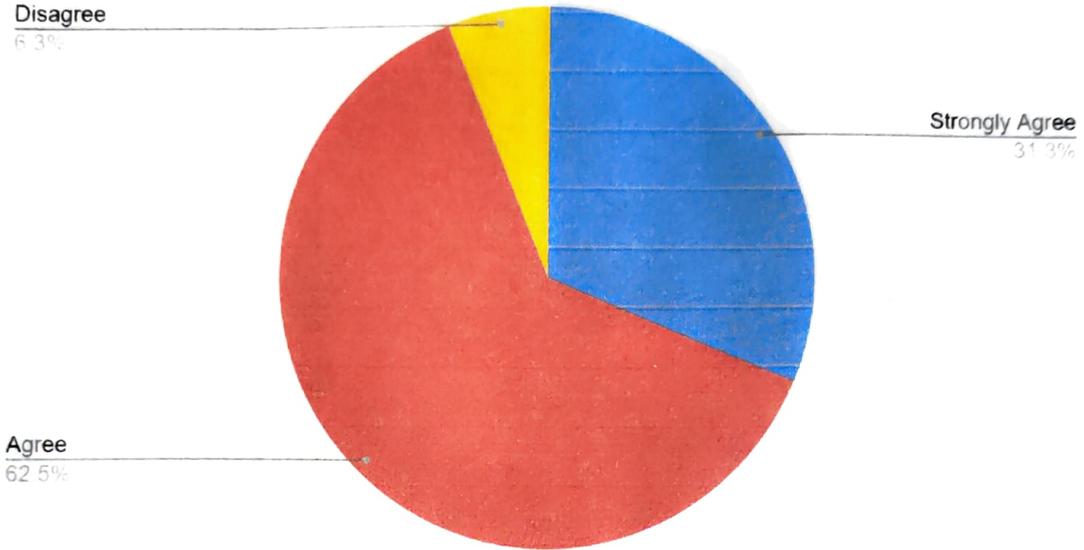
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Teacher's Feed Back Survey
School of Business
The Assam Kaziranga
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University pays attention to conservation of environment and has taken initiative on implementing waste management prac...



Analysis: It is observed that 93.8% of the teachers support the statement that the university pays attention to conservation of environment and has taken initiative on implementing waste management practices. Only 6.3 % of the respondents are not in support of the statement.

Action Taken: School and the university are taking the initiative to plant various plants and dump the waste in a different place to make the university complex clean and healthy.


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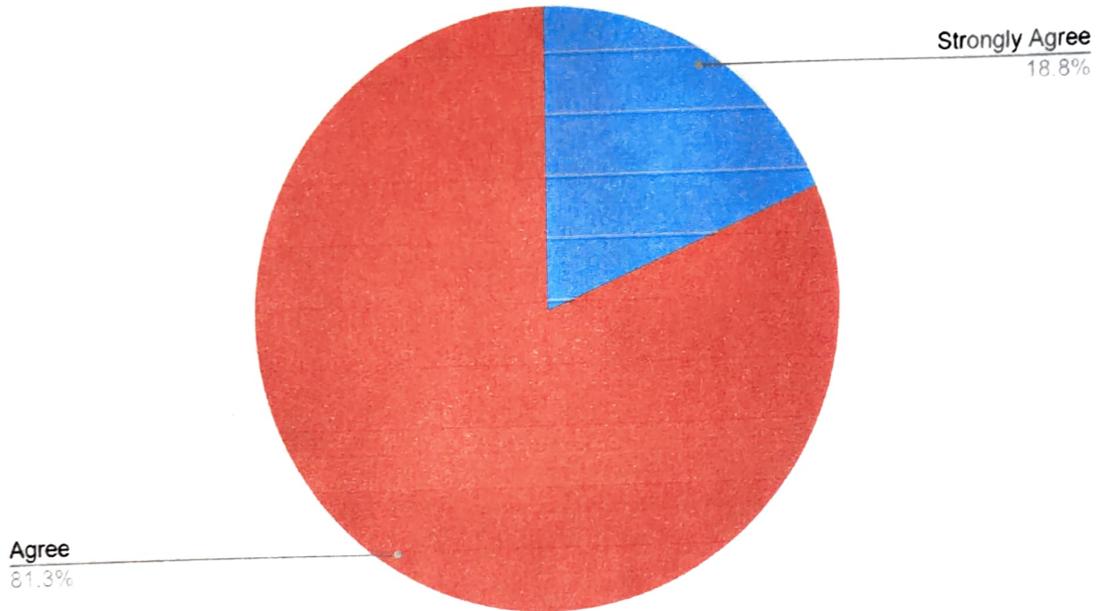

Head MBA
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Teacher's Feed Back Survey
School of Business
The Assam Kaziranga
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Authorities are approachable and accessible



Analysis: In regard to the given statement 100 percent of the respondents have the opinion that the authorities are approachable and accessible.

Action: Authorities or the university management ask for suggestions from all and their frequent meetings with the school makes everyone participate and express their views in various matters. All these efforts make them quite accessible and approachable as well.

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Teacher's Feed Back Survey
School of Business
The Assam Kaziranga
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There is a mechanism for feedback, review and performance enhancement for the staff



Analysis: It is observed that 81.3% of the respondents have the opinion that there is a mechanism for feedback, review and the performance enhancement of the staff. Only 18.8 % of the respondents are not in favor of the statement.

Action Taken: The management collects the faculty feedback reports from the students. After the analysis of the data good faculty/performance based faculty are promoted in terms of cash & appreciation.

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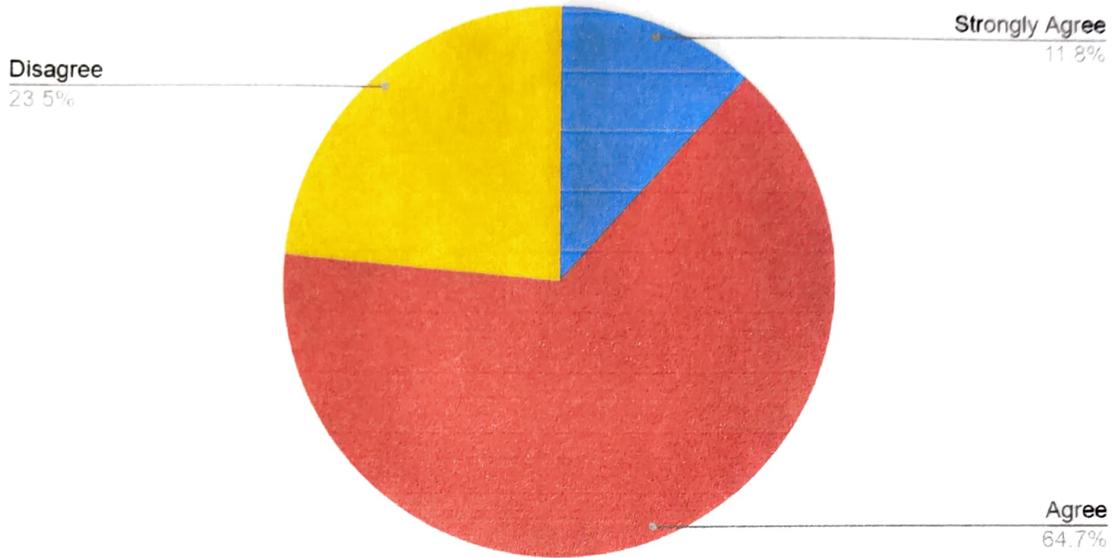
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Teacher's Feed Back Survey
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There is a recognition/ Incentive/ Appreciation of the individual work is given



Analysis: It is observed that more than 76% of the respondents are supporting the statement that there is a recognition/incentive/appreciation of the individual work given. Percentage of respondents not agreeing to the above statement is 23.5% only.

Action Taken: Time to time faculty members are given recognition and also incentivised with cash or with appreciation letter.

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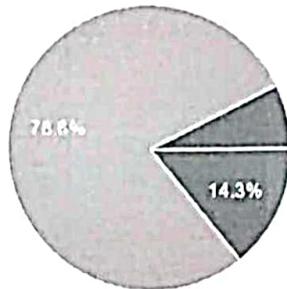
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COURSE CURRICULUM SURVEY FOR TEACHERS, SBS
School of Basic Sciences
Assam Kaziranga University

Designation

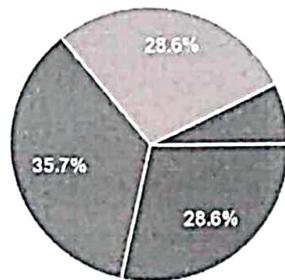
14 responses



- Professor
- Associate Professor
- Assistant Professor
- Teaching Assistant
- Guest/Visiting

Department

14 responses



- Physics
- Chemistry
- Mathematics
- Biotechnology

Date of Joining

14 responses

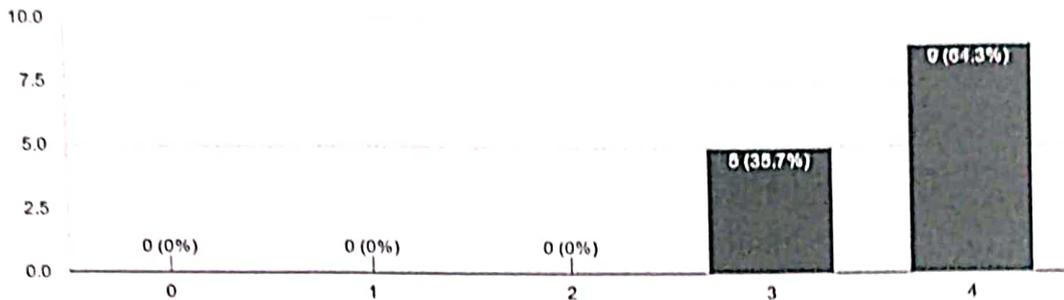
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Aug 2013	26
Jul 2014	15
Aug 2015	12
Sep 2015	16
Jun 2016	13
Aug 2016	16
Aug 2017	17
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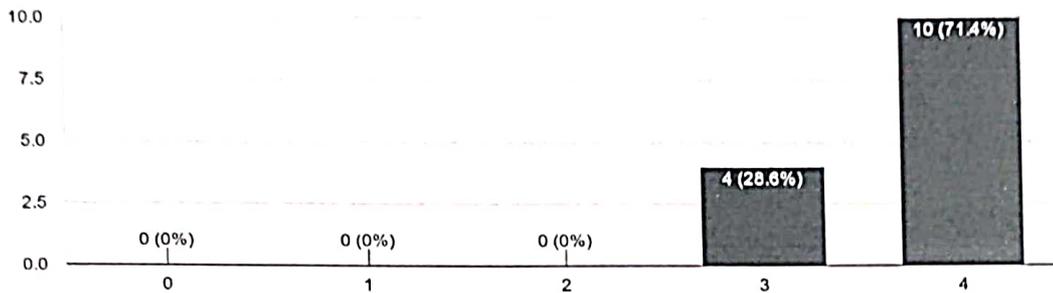
1. The course curriculum and its contents are relevant.

14 responses



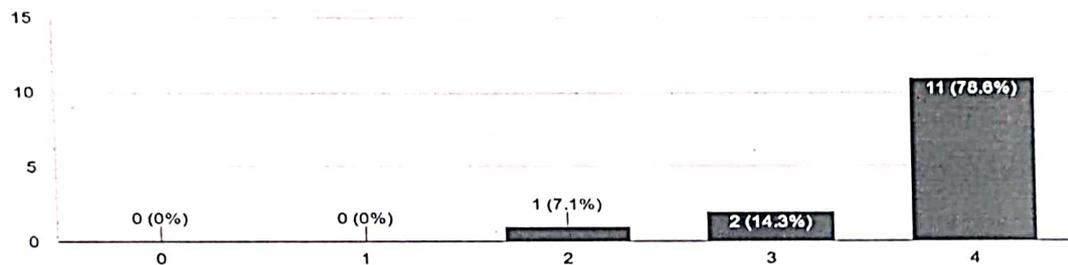
2. The course curriculum and its contents are up-to-date.

14 responses



3. The course curriculum and its contents are at par with the course curriculum and content of other reputed universities/institutions.

14 responses

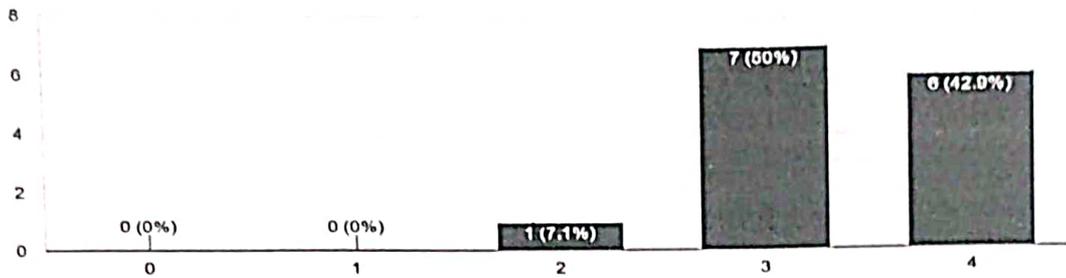


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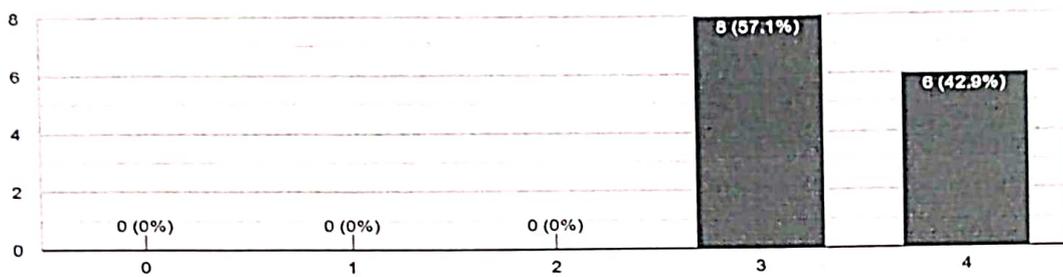
4. The course curriculum and its contents have clarity in terms of their objectives and intended outcomes.

14 responses



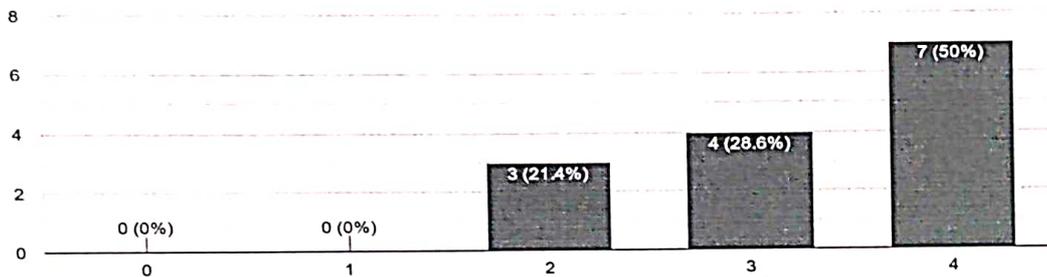
5. The course curriculum and its contents provide a proper balance between theory and practical.

14 responses



6. The time allotted for completion of each paper in the course curriculum is adequate.

14 responses

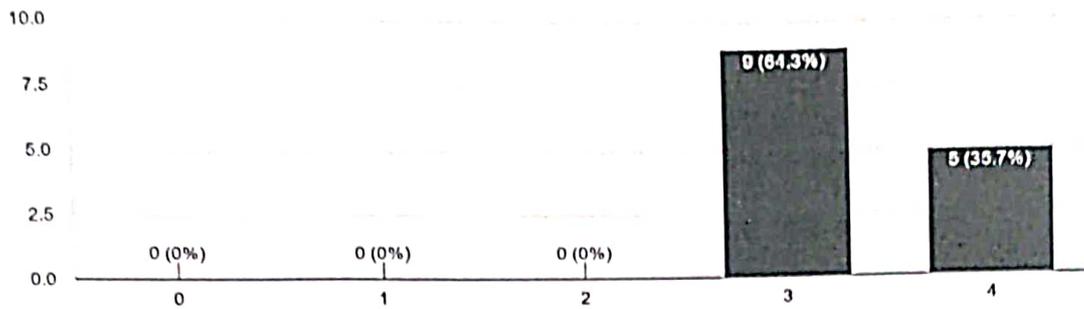


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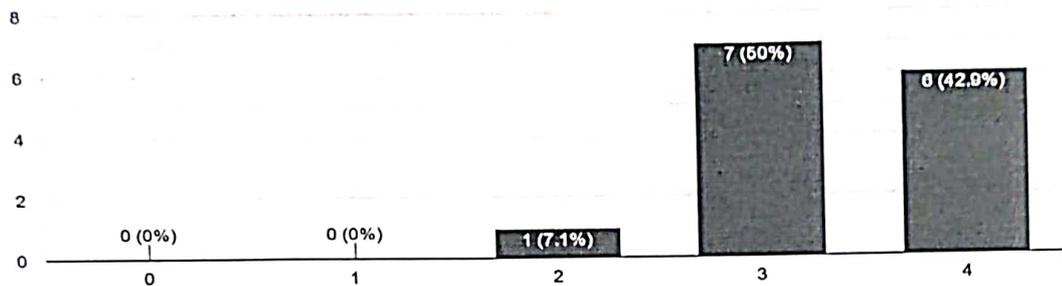
7. The course curriculum and its contents are adequate for developing necessary skills for employability.

14 responses



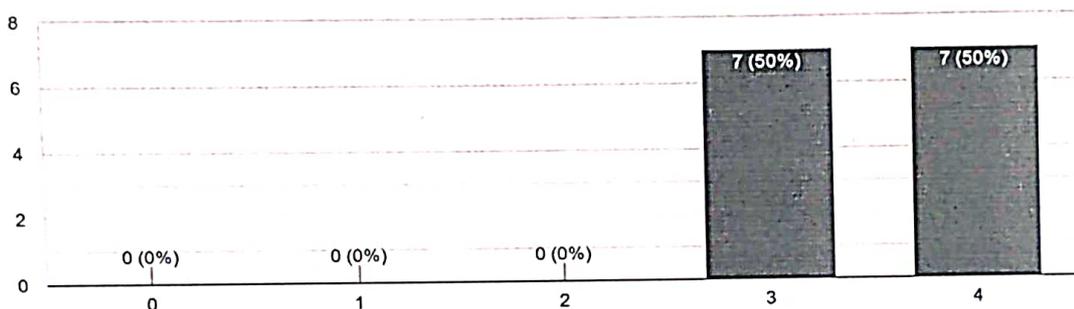
8. The reading materials suggested in the course curriculum are relevant and accessible.

14 responses



9. The instructional methods used for delivering the course curriculum are adequate.

14 responses

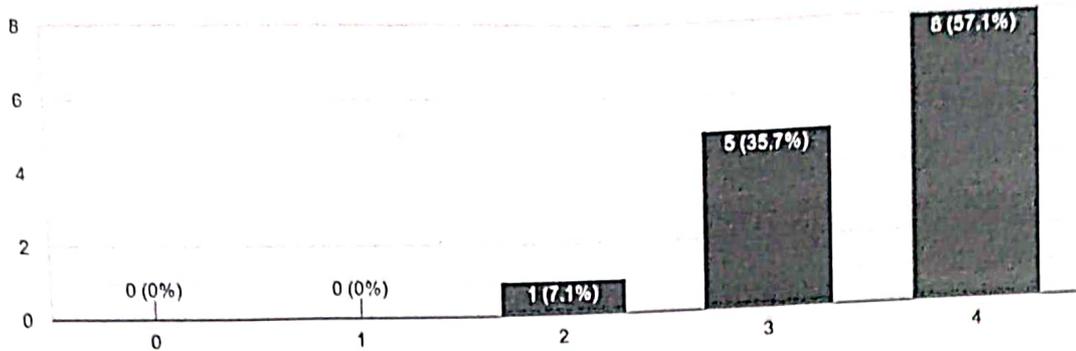


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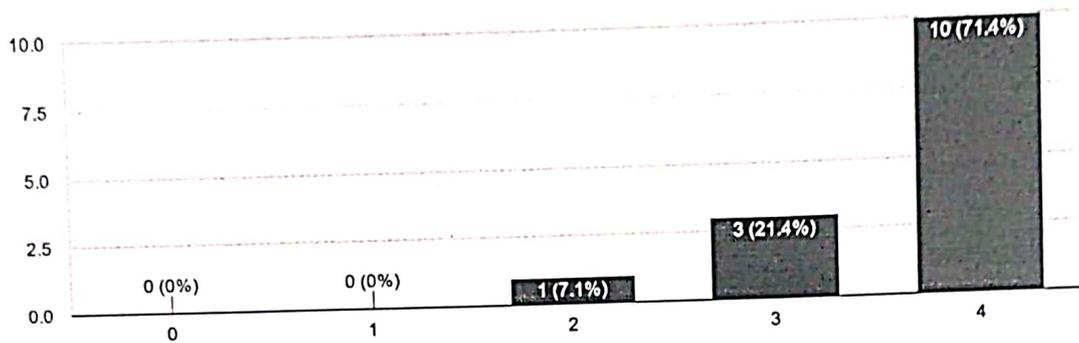
10. There is enough scope for using different and innovative pedagogy in the course curriculum.

14 responses



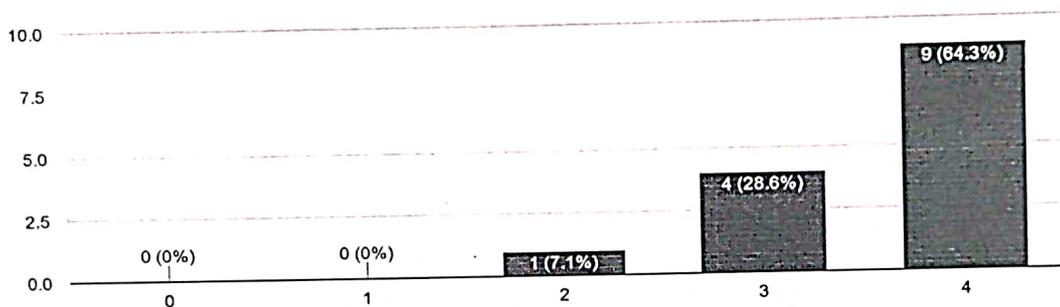
11. The methods of evaluation used are adequate.

14 responses



12. An average student is capable of comprehending the content incorporated in the course curriculum.

14 responses

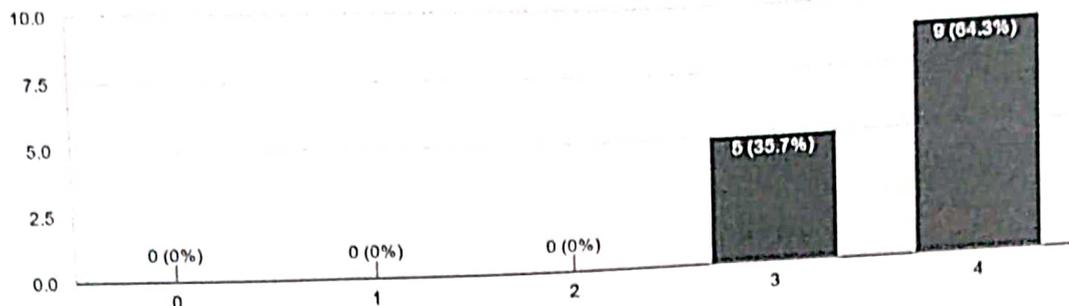


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COURSE CURRICULUM SURVEY FOR TEACHERS, SBS
School of Basic Sciences
Assam Kaziranga University

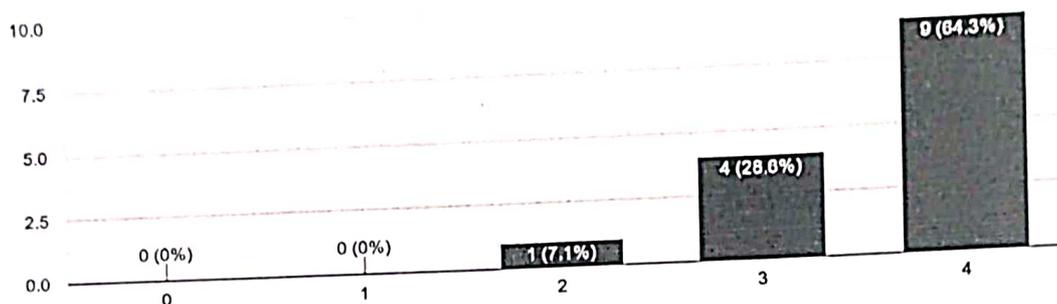
13. The course curriculum and its contents are suitable to develop the proper temperament among students which is required in their chosen field/discipline.

14 responses



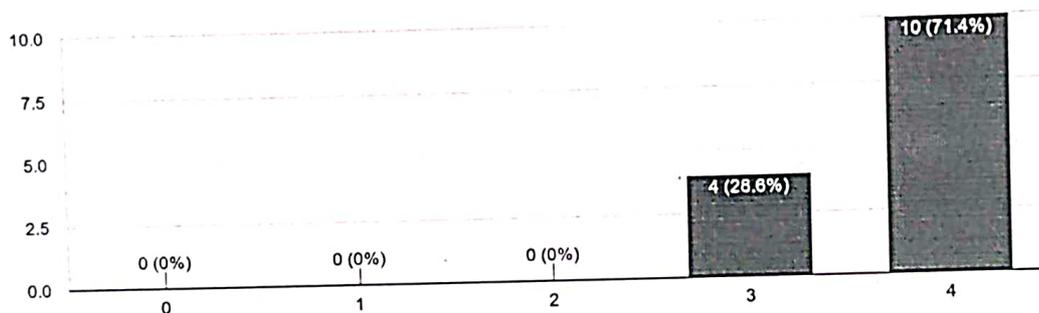
14. The course curriculum is regularly updated to keep it relevant and up-to-date.

14 responses



15. The course curriculum and its contents are adequate for inculcating a adequate knowledge and expertise on the subject matter.

14 responses



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COURSE CURRICULUM SURVEY FOR TEACHERS, SBS
School of Basic Sciences
Assam Kaziranga University

COURSE CURRICULUM SATISFACTION SURVEY-For Teachers

1. Do you feel that any addition to the course curriculum and its content is necessary to make it more relevant? If yes, what?
 - a. No
 - b. Topics related to skill development can be added.
 - c. None
 - d. Not necessary
 - e. Not as of now. As it's already updated and verified by experts from Industry and Academia.
 - f. Yearly up to date
 - g. NO
 - h. Yes, A choice based curriculum can be adopted at SBS.
2. Do you feel that there is a need for introducing other pedagogy in order to make the course curriculum more interesting and comprehensible for students? If yes, what?
 - a. No
 - b. One should focus on 'Emotion analysis'.
 - c. None
 - d. Not necessary
 - e. Online assignments like compiling reports on given scientific topics by searching internet etc.
3. Do you feel that any change is required in the order in which the course curriculum and its contents are delivered for it to make more sense for the students? If yes what kinds of changes will, you suggest?
 - a. No
 - b. NO
 - c. Its ok.
 - d. None
 - e. Already audio-visuals are being used. No need as of now.
4. Do you feel that any addition of changes are required in the suggested readings for the papers incorporated in the course curriculum? If yes what kind of changes would you suggest?
 - a. No
 - b. Its ok.
 - c. None
 - d. Np
 - e. Not necessary
 - f. That is being done time-to-time inline with the latest developments as known from recent scientific publications.
 - g. YES, University should get access to some paid journal, so that it can help the student.
 - h. Yes, this information should be modified on timely basis.
5. Any other comment?
 - a. No
 - b. Everything is quite ok
 - c. None

MSJ
6/19/20

Adhikari



COURSE CURRICULUM SURVEY FOR TEACHERS, SBS
School of Basic Sciences
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- d. NO
- e. Required books in the syllabus should be available in the library.

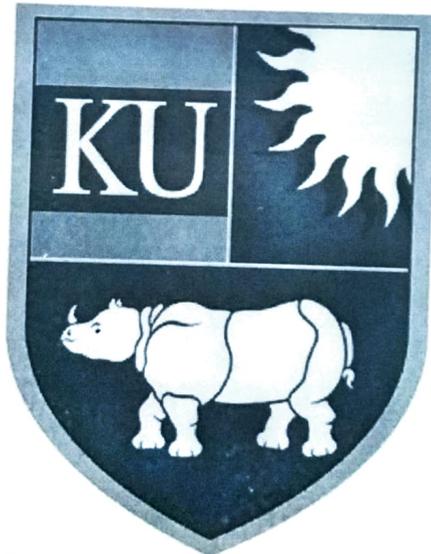
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**ACTION TAKEN
ON
THE FEEDBACK OBTAINED DURING THE SURVEY
ON
COURSE CURRICULUM
STEKEHOLDER:
Teachers**



**KAZIRANGA
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**School of Health Sciences
The Assam Kaziranga University**

Associate Dean
School of Health Sciences
The Assam Kaziranga University
Jorhat, Assam

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**NORTH EASTERN
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**info@kazirangauniversity.in
www.kazirangauniversity.in**

Registered Office
Seuni Ali, A.T.Road,
Jorhat - 785001, Assam
Tel + 91 376 2351433

Campus
Koraikhowa NH 37,
Jorhat - 785006, Assam
Tel + 91 376 2305500/01



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details	
Action 10: AMC and NOC documents	Link: https://drive.google.com/drive/folders/1d_fbqLN0D6OAXWBV0BKEMAH4MfWQTA3a?usp=sharing https://drive.google.com/drive/folders/1VNfiY-QmMpBXSDT5CPVdu2q_FJ0ScxPs?usp=sharing
Action 14: Revised Syllabus	Link: https://docs.google.com/document/d/1L_dDB42_cCgWQY_FIG7Xpd46hQrWtlgU/edit?usp=sharing&oid=105190953750436852347&rtpof=true&sd=true https://docs.google.com/document/d/19rllvWNGbOF4Pr6rwUsHGXDlsoMLRroJ/edit?usp=sharing&oid=105190953750436852347&rtpof=true&sd=true

Associate Dean
School of Health Sciences
The Assam Kaziranga University
Jorhat, Assam

Dr. Suryakanta Swain

Professor & Associate Dean,
SHS,

The Assam Kaziranga University

*Associate Dean
School of Health Sciences
The Assam Kaziranga University
Jorhat, Assam*

Powered By:



info@kazirangauniversity.in
www.kazirangauniversity.in

Registered Office
Sankar Barua Hall
Jorhat - 785011, Assam
Tel. +91 378 2351481

Campus
Korakhowa, NH 37
Jorhat - 785006, Assam
Tel. +91 378 2305500

Analysis Report

ACTION TAKEN ON AGAINST FEEDBACK OBTAINED FROM STUDENTS FOR the YEAR 2020-21

Findings	Action Taken
1. 86.7% of the teacher's felt that the course curriculum and its contents are relevant. 13.3% of the teacher's strongly agreed that the course curriculum and its contents are relevant.	Nil
2. 80% of the teacher's felt that the course curriculum and its contents are up-to-date. 20% of the teachers remained neutral.	Recommended modifications in the syllabus: Link:
3. 86.6% of the teacher's felt that the course curriculum and its contents are at par with the course curriculum and content of other reputed universities/institutions. 13.3 % of the teachers remained neutral.	Recommended modifications as per the Course File: Link:
4. All the teacher's agree that the course curriculum and its contents have clarity in terms of their objectives and intended outcomes.	Nil
5. 93.3 %of all the teacher's feel that the course curriculum and its contents are not too difficult. 6.7 % of the teachers remained neutral.	Nil
6. 80% of the teacher's felt that the course curriculum and its contents provide a proper balance between theory and practical. 20% of the teachers remained neutral.	Clinical Internships were planned and MOU we linked to provide additional practical exposure: Link:
7. 73.3% of the teacher's felt that the time allotted for completion of each paper in the course curriculum is adequate. 26.7 % of the teachers remained neutral.	Tutorial hours, Assignments and Remedial Classes incorporated for the same. Link:
8. 93.3 % of all the teacher's felt that the course curriculum and its contents are useful for appearing in Competitive exams. 6.7 % of the teachers remained neutral.	Nil
9. All the teacher's agree that the course curriculum and its contents are useful for pursuing higher studies.	Nil

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Associate Dean
School of Health Sciences
Kaziranga University
Jorhat, Assam
info@kazirangauniversity.in
www.kazirangauniversity.in

Registered Office
Seuni Ali, A.T Road,
Jorhat - 785001, Assam
Tel : + 91 376 2351433

Campus
Korakhowa, NH 37
Jorhat - 785006, Assam
Tel : + 91 376 2305500/01





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9.4% of the teacher's feel that the course curriculum and its contents are adequate for developing necessary skills for employability. 6.6 % of the teachers remained neutral.	To improve the necessary skills for employment AMC were conducted in addition to Internships with leading Hospitals: Link:
11. 86.7% of the teacher's feel that the reading materials suggested in the course curriculum are relevant and accessible. 13.3 % of the teachers remained neutral.	Nil
12. 93.3% of the teacher's feel that the instructional methods used for delivering the course curriculum are adequate. 6.7 % of the teachers remained neutral.	Nil
13. 86.6% of the teacher's feel that the methods of evaluation used are adequate. 13.4 % of the teachers remained neutral.	Nil
14. 93.3% of the teacher's feel that course curriculum is regularly updated to keep it relevant and up-to-date. 6.7 % of the teachers remained neutral.	Revised syllabus: Link:
15. All the teacher's feel that the course curriculum and its contents are adequate for inculcating an adequate knowledge and expertise on the subject matter	Nil

List of Supporting Documents:

Action 2: Syllabus	Link: https://drive.google.com/drive/folders/1RmndDuDuGT05BIHwRF-UIM69mfLF5Fw7?usp=sharing
Action 6: Internship and MOU documents	Link: https://docs.google.com/document/d/17jzjNkxiQwjWd1-gNzDShMWC1Kz6FWK4/edit?usp=sharing&oid=105190953750436852347&rtopof=true&sd=true
Action 7: Tutorial hours, Assignments and Remedial	Link: https://drive.google.com/drive/folders/1KScdM1lkcT0RreV0OizjEi9zZjr9Eyxix?usp=sharing


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Jorhat, Assam



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info@kazirangauniversity.in
www.kazirangauniversity.in

Registered Office
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Metric No. 1.4.1

1.4.1 Structured feedback for design and review of syllabus – semester- wise / year-wise is received from 1) Students, 2) Teachers, 3) Employers and 4) Alumni

Sample Action Taken on the basis of feedback collected from different stakeholders

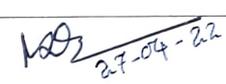
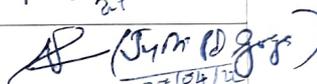
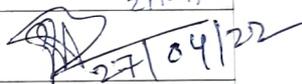
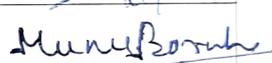
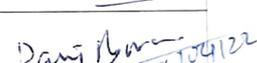
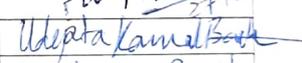
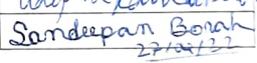
1. Minutes of Board of Studies of Physics Department (Page 2 to 6)
2. Minutes of Board of Studies of Sociology and Social Work department (Page 7 to 13)

Date: 27/04/2022

Proceedings of the BOS dated 27/04/2022 of Physics department under School of Basic Sciences, The Assam Kaziranga University

The meeting of Board of Studies (BOS) of Physics department, Under School of Basic Sciences, the Assam Kaziranga University, Jorhat is held on 27/04/2022 in the conference hall to frame the syllabi for the academic session 2022-2023. The meeting is presided over by Dr. Jayanta Kumar Sarmah, Dean, School of Basic Sciences - cum- Chairman, BOS

Members present:

Sl.No	Name, designation and address	Position in BOS	Signature
1	Dr. Jayanta Kumar Sarmah, Dean, School of Basic Sciences The Assam Kaziranga University, Jorhat	Chairman	
2	Dr. Madhuryya Deka, Assistant Professor, Dept. of Physics, Kaziranga University	Member, Convenor	 27-04-22
3	Dr. J.P. Gogoi, Assistant Professor, DKD College, Dergaon	External Member	 (J.P. Gogoi) 27/04/22
4	Dr. Gauri Gautam Borthakur, Associate Professor, JIST, Jorhat	External Member	 27/04/22
5	Dr. Swati Baruah, Assistant Professor, Dept. of Physics, Kaziranga University	Member	 27/04/22
6	Dr. Munu Bora, Assistant Professor, Dept. of Physics, Kaziranga University	Member	 Munu Bora
7	Pankaj Bora, Assistant Professor Dept. of Physics, Kaziranga University	Member	 Pankaj Bora 27/04/22
8	Udipta Kamal Baruah, Alumni	Member	 Udipta Kamal Baruah
9	Sandeepan Bora, Alumni	Member	 Sandeepan Bora 27/04/22

Members absent with prior intimation: NA

The meeting started with the welcome address by Dr. Jayanta Kumar Sarmah, Dean, School of Basic Sciences-Cum- Chairman, BOS, Physics department. Agenda prepared is placed in the meeting for approval. After discussion the agenda is approved for conduct of said BOS meeting.

Agenda:

1. Welcome address by the Chairman
2. Confirmation of minutes of last BOS.
3. Action taken Report on the decisions of last BOS
4. Analysis and review of ongoing syllabus
5. Success and failure of the ongoing syllabus
6. Analysis of suggestions received from different stakeholders
7. Finalisation of syllabus for the academic session 2022-2023
8. Finalisation of action plan for completion of syllabus within the academic session/ semester

9. Finalisation of methodologies of instruction
10. Books recommended and references
11. Finalisation of modalities for question paper setter, evaluation, etc
12. Any other points with the permission from chair
13. Vote of thanks

The meeting started following the approved agenda

Confirmation of minutes of last BOS

The minutes of last BOS dated 07/12/2020 is read over by the member convenor. After discussion the minutes of BOS dated 27/04/2022 are confirmed

Action taken Report on the decisions of last BOS

The action taken report prepared by member convenor on the decisions taken in the previous BOS meeting dated 07/12/2020 is placed for discussion.

Action taken report:

Sl. No	Decision/ Resolution	Action taken
1	Syllabus modification for the subject “Research Methodology and Experimental Techniques in Physics” (BS2126) was accepted by all the members present.	Course structure and syllabus have been prepared accordingly
2	Syllabus modification for the subject “Nanomaterials: Introduction and Applications (BS2120) was accepted by all the members present.	Course structure and syllabus have been prepared accordingly

Analysis and review of ongoing syllabus

The ongoing syllabus of the Physics Department is analysed and reviewed by the member of BOS in detail

Success and failure of the ongoing syllabus

The aspect of success and failure of the ongoing syllabus are analysed by the BOS in detail. No failure is noticed by the members of the BOS

Analysis of suggestions received from different stakeholders

Good number of suggestions received from different stakeholders in improving the ongoing syllabus is placed before the BOS for discussion. Out of which some are taken into consideration.

Following suggestions are taken into consideration

- (1) Syllabus modification for the subject “Mathematical Physics” (BS2101) of M.Sc. I semester has been proposed by Dr. Pankaj Bora. Upon presentation of the modified syllabus, the proposal has been accepted by all the members present.
- (2) Dr. Pankaj Bora also proposed to modify the syllabus for the subject “Electromagnetic Theory” (BS2109) which has been accepted by all members present. He also presented the modified syllabus before the members.

(3) Syllabus modification for the subject “Atomic Physics” (BS2103) has been proposed by Dr. Madhuryya Deka which has been accepted unanimously.

(4) Regarding operation of the new equipment (Hioki LCR meter) procured under ASTEC project; Mr. Bitupon Boruah has been given the charge to operate the same for any kind of sample characterization (internal and external)

Finalisation of syllabus for the academic session 2022-2023

After detailed discussion on the above aspects the BOS made following changes

1. Department: Physics, Subject: Mathematical Physics/ Mathematical Physics-II, Course Code: BS2101

Sl. No	Unit	Changes if any	Remarks
1	Unit I	rank of matrices by reducing it to echelon form– solution of linear algebraic equations (Cramer’s rule)- solutions of linear homogeneous equations	Yellow-Removed from Syllabus
2	Unit II	Stokes’s theorem and their applications – orthogonal curvilinear co-ordinates – Spherical polar and cylindrical co-ordinates, - Contravariant and covariant tensor	Blue-Newly added to the syllabus
3	Unit V	Fourier series Laplace transform and inverse Laplace transform	

2. Department: Physics, Subject: Electromagnetic Theory, Course Code: BS2109

Sl. No	Unit	Changes if any	Remarks
1	Unit I	Inconsistency of amperes circuital law.	Yellow-Removed from Syllabus
2	Unit II	Maxwell's equations in phasor form	
3	Unit III	Retarded potential	
4	Unit IV	Coherence and diffraction. Pointing vector and flow of power	Blue-Newly added to the syllabus
5	Unit V	Dispersion relations in plasma. Basic Antenna parameters and retarded potentials.	

3. Department: Physics, Subject: Atomic Physics, Course Code: BS2103

Sl. No	Unit	Changes if any	Remarks
1	Unit II	g-factor – zero field splitting.	Yellow-Removed from Syllabus
2	Unit IV	Hyper- Raman effect – experimental techniques.	
3	Unit V	Dissociation energy and dissociation products – rotational fine structure of electronic vibration transitions – Fortrat Diagram – predissociation. Fundamental of laser properties, threshold condition, rate equation, population inversion, laser resonator and modes, types of lasers and ammonia	Blue-Newly added to the syllabus

		MASER.	
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Finalisation of action plan for completion of syllabus within the academic session/ semester

The following action plan is finalised by the BOS For completion of syllabus within the academic session/ semester

1. Department: Physics, Subject: Mathematical Physics/ Mathematical Physics-II, Course Code: BS2101

Sl. No	Course Code	Unit	No. of study hours fixed	Remarks
1	BS2101	Unit I	11 Lectures	Total lectures have been kept same as previous.
2	BS2101	Unit II	10 Lectures	
3	BS2101	Unit III	11 Lectures	
4	BS2101	Unit IV	11 Lectures	
5	BS2101	Unit V	9 Lectures	

2. Department: Physics, Subject: Electromagnetic Theory, Course Code: BS2109

Sl. No	Course Code	Unit	No. of study hours fixed	Remarks
1	BS2109	Unit I	11 Lectures	Total lectures have been kept same as previous
2	BS2109	Unit II	10 Lectures	
3	BS2109	Unit III	10 Lectures	
4	BS2109	Unit IV	11 Lectures	
5	BS2109	Unit V	10 Lectures	

3. Department: Physics, Subject: Atomic Physics, Course Code: BS2103

Sl. No	Course Code	Unit	No. of study hours fixed	Remarks
1	BS2103	Unit I	12 Lectures	Total lectures have been increased from 50 to 51
2	BS2103	Unit II	11 Lectures	
3	BS2103	Unit III	10 Lectures	
4	BS2103	Unit IV	6 Lectures	
5	BS2103	Unit V	12 Lectures	

Finalisation of methodologies of instruction

1. Department: Physics, Subject: Mathematical Physics/ Mathematical Physics-II, Course Code: BS2101

Sl. No	Course Code	Unit	Methodology fixed by the BOS
1	BS2101/BS1138	Unit I	Lectures, Discussions, Tutorials and
2	BS2101/BS1138	Unit II	
3	BS2101/BS1138	Unit III	

4	BS2101/BS1138	Unit IV	Assignments
5	BS2101/BS1138	Unit V	

2. Department: Physics, Subject: Electromagnetic Theory, Course Code: BS2109

Sl. No	Course Code	Unit	Methodology fixed by the BOS
1	BS2109/BS1145	Unit I	Lectures, Discussions, Tutorials and Assignments
2	BS2109/BS1145	Unit II	
3	BS2109/BS1145	Unit III	
4	BS2109/BS1145	Unit IV	
5	BS2109/BS1145	Unit V	

3. Department: Physics, Subject: Atomic Physics, Course Code: BS2103

Sl. No	Course Code	Unit	Methodology fixed by the BOS
1	BS2103/BS1143	Unit I	Lectures, Discussions, Tutorials and Assignments
2	BS2103/BS1143	Unit II	
3	BS2103/BS1143	Unit III	
4	BS2103/BS1143	Unit IV	
5	BS2103/BS1143	Unit V	

Books recommended and references

As per previous

Finalisation of modalities for question paper setter, evaluation, etc

As per previous

Any other points with the permission from chair

None

Vote of thanks

The meeting ended with vote of thanks to chair and members present

MINUTES OF THE BoS MEETING HELD ON 14/05/2022

The faculty members of the School of Social Sciences in consultation with the external members and internal members of the Board of Studies have developed an alternative plan to address some of the new syllabus.

The meeting is presided over by Dr. C. K. Gogoi, Dean, School of Social Sciences cum Chairman, BOS.

Members present in the meeting:

Sl. No	Name, designation and address	Position in BOS
1	Dr. Birinchi K. Boruah, Associate Professor, HNS College Jhanji	External Experts
2	Shri Tirtha Pd. Saikia, Joint Director, NEADS, Jorhat	External Experts

Sl.No	Name, designation and address	Position in BOS
1	Prof. C. K. Gogoi, Dean, School of Social Sciences	Chairman
2	Dr. Golak B. Patra, Associate Professor and Associate Dean, School of Social Sciences	Member convener
3	Mr. Aditya Bhatta, Assistant Professor and Head, Social Work department, School of Social Sciences	Member
4	Dr. Saurabhi Sarmah, Associate Professor, School of Social Sciences.	Member
5	Ms. Bandana Thakur, Assistant Professor, School of Social Sciences	Member
6	Ms. Sneha Bhowmick Gogoi, Assistant Professor, School of Social Sciences	Faculty Member

7	Mr. Harikrishnan U, Assistant Professor, School of Social Sciences	Faculty Member
8	Mr. Mrinal Basumatary, Assistant Professor, School of Social Sciences	Faculty Member

Members not present in the meeting:

Sl.No	Name, designation and address	Position in BOS
1	Prof. Molankal Gangabhusan M., Professor and Head, Social Work Department, Assam University, Silchar	Member (External)
2	Dr. Nemthianngai Guite, Associate Professor, Centre of Community Medicine and Community Health, JNU, New Delhi	Member (External)
3	Dr. Anand Kr. Pal, Assistant Professor, BOSCO Institute	Member (External)
5	Mr. Bipul Bez, Assistant Professor, Arunachal University of Studies	Alumni member

The meeting started with the welcome address by Prof. C. K. Gogoi, Dean, School of Social Sciences Cum Chairman, BOS. Agenda prepared is placed in the meeting for approval. After discussion the agenda is approved for conduct of said BOS meeting.

Agenda:

1. Welcome address by the Chairman
2. Confirmation of minutes of last BOS (Sociology and Social Work)
3. Action taken Report on the decisions of last BOS
4. Review and Finalization of the Existing Syllabus
5. Finalization of syllabus for the academic session 2022-23.
6. Introduction and Discussion for the new Value-added courses.
7. Any other points with the permission from chair
8. Vote of thanks

The meeting started following the approved agenda

Confirmation of minutes of last BOS

The minutes of last BOS dated 20th November, 2020 was read over by the member convener. After discussion the minutes of BOS dated 20th November, 2020 was confirmed.

Action taken Report on the decisions of last BOS

1. Course names of fieldwork courses of MSW III & IV semester renamed as Block Fieldwork I and Block Fieldwork II respectively.
2. Due to COVID-19 pandemic the fieldwork structure of social work programme has been changed and students were engaged in online/virtual activities under the supervision of faculty supervisor.
3. Students were encouraged to prepare dissertation/research projects on secondary literature due to the restrictions of physical movement by the students because of COVID pandemic.
4. A value added course on “Social Work Skills for Development Practitioners” offered to the students of SSS. (Refer to Annexure 7)

Analysis and review of ongoing syllabus:

The ongoing syllabus of the MSW, BSW and Integrated BSW MSW programmes are analyzed and reviewed by the member of BOS in detail.

Finalization of syllabus for the academic session: 2022-23

The ongoing syllabus of the MSW, BSW and Integrated BSW MSW programmes are analyzed as per the suggestions received by different stakeholders and reviewed by the members of BOS in detail. There were two new courses, two elective papers and two certificate courses for the social work students was proposed.

Analysis and review of ongoing syllabus:

The ongoing syllabus of the MSW, BSW and Integrated BSW MSW programmes are analyzed and reviewed by members of the BOS in detail. Some of the new courses for the MSW (In effect from 2022) and elective papers and Certificate courses for MSW, BSW, INT BSW-MSW, BA Sociology (in effect from 2022) were proposed.

Introduction and discussion of new Value-added courses:

1. A new certificate course called “Basic Counseling Skills and Techniques” course code “SSVACO2” was proposed for the students of BSW, MSW, INT. BSW-MSW, BA Sociology

(In effect from July, 2022). The rationale behind the proposed course is to provide knowledge to the students about the basic counseling skills and techniques and also practically explore the core subject. As counseling approaches it is one of the most widely used where it helps the students to learn to deal with the obstacles that are preventing them from a positive life and how to cope with the situations they face. Counseling is one of the major components of career development. The course will be offered 2 times in a year. For the PG students this will be offered in the odd semester preferably for the students of 1st semester. The same course will be offered for the UG students in the even semester, preferably for the students of 2nd, 4th & 6th semester (Annexure:1).

2. A new certificate course called “Life Skills for Personality Development” course code “SSVAC01” was proposed for the students of BSW, MSW, INT, BSW-MSW, BA Sociology (In effect from July, 2022). The rationale behind the proposed course is to inculcate knowledge and awareness among the students on issues related to their daily life. Students also will be able to be aware of their strengths and weaknesses and also to develop a positive attitude. To understand about the different life coping skills and importance of effective communication. The course will be offered 2 times in a year. For the PG students this will be offered in the even semester preferably for the students of 2nd & 4th semester. The same course will be offered for the UG students in the odd semester, preferably for the students of 3rd & 5th semester. (Annexure :2)
3. A New elective paper called “Social Work with Disability” course code “SS1133E” was proposed for the students of BSW 5th semester (In effect from July, 2022). The rationale behind the course is to develop among the students an understanding of the Nature and Dimensions of Disability, Models and Prevention of disability. It also provides the students with knowledge about the Process of Rehabilitation of Differently abled persons, Intervention Strategy and Social Work Scope to the Differently abled. In the same semester another existing course titled “Programme and Services for Elderly” will be offered as an elective course in which the students can select any one course of their choice. A new code (SS1126E) is given to the course to make it more specific.(Annexure:3).
4. A New elective paper called “Mental Health and Social Work Practice” course code “SS1135E” was proposed for the students of BSW 6th semester (In effect from July, 2022). The

rationale behind the course is to acquaint the students with mental health, social context, its models and understanding about the legal frameworks, its psychosocial intervention in different settings. In the same semester another existing course titled “Community Development” will be offered as elective course in which the students can select any one course of their choice. A new code (SS1129E) is given to the course to make it more specific.(Annexure:4)

5. A New course called “Public Policy & Governance” course code as “SS1134” was proposed for the students of BSW 6th semester (In effect from July, 2022). The rationale behind the course is to acquaint the students with the concept of public policy, its formulation, implementation and monitoring system in India. The course will also help the students to be familiar with the concept of the governance system of the country and also stress on the E-Governance system, ethics and moral standards in public services, its issues and challenges. (Annexure:5)
6. A New course called “Public Policy & Governance System in India” code as “SS2237” was proposed for the students of MSW 4th semester (In effect from July, 2022). It aims to acquaint the students with the concept of public policy, its formulation, implementation and monitoring system in India. The course will help the students to be familiar with the concept of the Governance system of the country. It also stressed on the E-Governance system, ethics and moral standards in public services, its issues and challenges. (Annexure:6)
7. All the proposed changes will come into effect from the academic session July,2022. This will also affect the existing batches of i.e. MSW and BSW 2021 batch, BSW 2020 batch and Integrated BSW-MSW 2018 & 2019 batch.

These proposed replacements/modifications/revisions elaborated above were discussed and deliberated upon thoroughly by the members of the Board of studies and the faculty members present in the meeting. The rationale provided for these replacements/modifications/revisions were found to be sound and reasonable. Hence, the proposed replacements/modifications/revisions were approved by the members of the Board of Studies unanimously. At last consent was given by the Board of Studies for the proposed replacements/modifications/revisions to be placed before the Academic Council for approval.

Vote of thanks

The meeting ended with a vote of thanks to the chair and members present.

Signature of the members present:

Minutes of the Meeting of the Board of Studies (BOS) in the Dept. of Sociology and the Dept. of Social Work under the School of Social Sciences KU.

Date : May 14, 2022
Time : 11:00 AM
Venue : Ground Floor Conference Hall

Members Present (External Experts)

1. Dr. Birinchi K. Boruah
Associate Professor, HNS College
Jhanji
2. Shri Tirtha Pd. Saikia
Joint Director, NEADS, Jorhat.
3. Shri Bipul Bez
Asstt. Professor, Arunachal
University, Namsai

Members of Present (Internal)

1. Prof. (Dr.) C.K. Gogoi
Dean and Chairman
2. Mr. Aditya Bhatta,
Assistant Professor and Head,
Social Work department,
School of Social Sciences
3. Dr. Golak B. Patra,
Associate Dean,
School of Social Sciences
4. Dr. Saurabhi Sarmah,
Associate Professor,
School of Social Sciences.
5. Ms. Bandana ~~Boruah~~ ^{Thakur},
Assistant Professor,
School of Social Sciences

Signature

C.K. Gogoi 14/05/2022
B. Saikia 14/05/2022
C. K. Gogoi 14.05.22
A. Bhatta 14/5/2022
G. Patra 14/05/2022
S. Sarmah 14/5/22
B. Thakur 14/5/22.

6. Ms. Sneha Bhowmick Gogoi,
Assistant Professor,
School of Social Sciences.

Sneha B Gogoi
14/05/22

7. Mr. Harikrishnan U,
Assistant Professor,
School of Social Sciences

H. U.
14/05/22

8. Mr. Mrinal Basumatary, (Spl. Invitee)
Assistant Professor,
School of Social Sciences

Mrinal
14/5/22

9. Ms. Ishanee Goswami, (Spl. Invitee)
Affiliated Faculty,
School of Social Sciences

Members Absent

- 1.
- 2.
- 3.
- 4.

Minutes prepared by

Mrinal Basumatary, Assistant Professor, Faculty Member