

HEM CHANDRA DEV GOSWAMI COLLEGE, NITAIPUKHURI
SIVASAGAR, ASSAM
(Affiliated to Dibrugarh University, Dibrugarh, Assam)

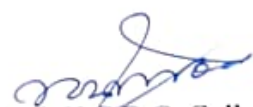


SUPPORTING DOCUMENTS
for
SELF STUDY REPORT (SSR) of NAAC
3rd Cycle
Period: (2018 to 2023)

INDICATORS	DESCRIPTIONS
Criterion	1
Title of the Criterion	Curricular Aspects
Key Indicator	Feedback System
Metric No	1.4.1
Documents	Filled-in Feedback Form from different stakeholders


IQAC, Coordinator

Coordinator/Convener
IQAC
H.C.D.G. College, Nitaipukhuri
Sivasagar, Assam


Principal, H.C.D.G. College
H.C.D.G. College
Nitaipukhuri, Sivasagar

Prepared and Submitted by Hem Chandra Dev Goswami College, Nitaipukhuri

H.C.D.G. College

Nitaipukhuri

Student Feedback on Teachers Session :

Name of Teacher : Mr/Mrs/Dr. *Polin Hazarika*

Department : *English*

Sl. No	Parameters	A Very Good (%)	B Good (%)	C Satisfactory (%)	D Unsatisfactory (%)
1.	Knowledge base of the teacher (as perceived by you)	✓			
2.	Communication skill (in terms of articulation and comprehensibility)	✓			
3.	Sincerity/Commitment of the teacher	✓			
4.	Interest generated by the teacher for the subject	✓			
5.	Ability to integrate course material with environment/other issues, to provide a broader perspective	✓			
6.	Ability to integrate content with other courses	✓			
7.	Accessibility of the teacher in and out of the class (includes availability of the teacher to motivate further study and discussion outside class)	✓			
8.	Ability to design quizzes/Tests/assignments/examinations and projects to evaluate students' understanding of the course	✓			
9.	Provision for sufficient time for feedback	✓			
10.	Overall rating	✓			

H.C.D.G. College
Nitaipukhuri
Student Feedback on Teachers Session :

Name of Teacher : Mr/Mrs/Dr. Polin Hazarika

Department : English

Sl. No	Parameters	A Very Good (%)	B Good (%)	C Satisfactory (%)	D Unsatisfactory (%)
1.	Knowledge base of the teacher (as perceived by you)	✓			
2.	Communication skill (in terms of articulation and comprehensibility)	✓			
3.	Sincerity/Commitment of the teacher	✓			
4.	Interest generated by the teacher for the subject	✓			
5.	Ability to integrate course material with environment/other issues, to provide a broader perspective	✓			
6.	Ability to integrate content with other courses	✓			
7.	Accessibility of the teacher in and out of the class (includes availability of the teacher to motivate further study and discussion outside class)	✓			
8.	Ability to design quizzes/Tests/assignments/examinations and projects to evaluate students' understanding of the course	✓			
9.	Provision for sufficient time for feedback	✓			
10.	Overall rating	✓			

H.C.D.G. College
Nitaipukhuri
Student Feedback on Teachers Session :

Name of Teacher : Mr/Mrs/Dr. [✓]Polin Hazarika

Department : English

Sl. No	Parameters	A Very Good (%)	B Good (%)	C Satisfactory (%)	D Unsatisfactory (%)
1.	Knowledge base of the teacher (as perceived by you)	✓			
2.	Communication skill (in terms of articulation and comprehensibility)	✓			
3.	Sincerity/Commitment of the teacher	✓			
4.	Interest generated by the teacher for the subject	✓			
5.	Ability to integrate course material with environment/other issues, to provide a broader perspective	✓			
6.	Ability to integrate content with other courses	✓			
7.	Accessibility of the teacher in and out of the class (includes availability of the teacher to motivate further study and discussion outside class)	✓			
8.	Ability to design quizzes/Tests/assignments/examinations and projects to evaluate students' understanding of the course	✓			
9.	Provision for sufficient time for feedback	✓			
10.	Overall rating	✓			

H.C.D.G. College
Nitaipukhuri
Student Feedback on Teachers Session :

Name of Teacher : Mr/Mrs/Dr. *Lipolin Harrazik*

Department : *English*

Sl. No	Parameters	A Very Good (%)	B Good (%)	C Satisfactory (%)	D Unsatisfactory (%)
1.	Knowledge base of the teacher (as perceived by you)	✓			
2.	Communication skill (in terms of articulation and comprehensibility)	✓			
3.	Sincerity/Commitment of the teacher	✓			
4.	Interest generated by the teacher for the subject	✓			
5.	Ability to integrate course material with environment/other issues, to provide a broader perspective	✓			
6.	Ability to integrate content with other courses	✓			
7.	Accessibility of the teacher in and out of the class (includes availability of the teacher to motivate further study and discussion outside class)	✓			
8.	Ability to design quizzes/Tests/assignments/examinations and projects to evaluate students' understanding of the course	✓			
9.	Provision for sufficient time for feedback	✓			
10.	Overall rating	✓			

H.C.D.G. College
Nitaipukhuri
Student Feedback on Teachers Session :

Name of Teacher : Mr/Mrs/Dr. *polin Hazarika*

Department : *English*

Sl. No	Parameters	A Very Good (%)	B Good (%)	C Satisfactory (%)	D Unsatisfactory (%)
1.	Knowledge base of the teacher (as perceived by you)	✓			
2.	Communication skill (in terms of articulation and comprehensibility)	✓			
3.	Sincerity/Commitment of the teacher	✓			
4.	Interest generated by the teacher for the subject	✓			
5.	Ability to integrate course material with environment/other issues, to provide a broader perspective	✓			
6.	Ability to integrate content with other courses	✓			
7.	Accessibility of the teacher in and out of the class (includes availability of the teacher to motivate further study and discussion outside class)	✓			
8.	Ability to design quizzes/Tests/assignments/examinations and projects to evaluate students' understanding of the course	✓			
9.	Provision for sufficient time for feedback	✓			
10.	Overall rating	✓			

H.C.D.G. College

Nitaipukhuri

Student Feedback on Teachers Session :

Name of Teacher : Mr/Mrs/Dr. *polin Hazarika*

Department : *English*

Sl. No	Parameters	A Very Good (%)	B Good (%)	C Satisfactory (%)	D Unsatisfactory (%)
1.	Knowledge base of the teacher (as perceived by you)	✓			
2.	Communication skill (in terms of articulation and comprehensibility)	✓			
3.	Sincerity/Commitment of the teacher	✓			
4.	Interest generated by the teacher for the subject	✓			
5.	Ability to integrate course material with environment/other issues, to provide a broader perspective	✓			
6.	Ability to integrate content with other courses	✓			
7.	Accessibility of the teacher in and out of the class (includes availability of the teacher to motivate further study and discussion outside class)	✓			
8.	Ability to design quizzes/Tests/assignments/examinations and projects to evaluate students' understanding of the course	✓			
9.	Provision for sufficient time for feedback	✓			
10.	Overall rating	✓			

H.C.D.G. College
Nitaipukhuri
Student Feedback on Teachers Session :

Name of Teacher : Mr/Mrs/Dr. *Bitul Saikia*

Department : *Political Science.*

Sl. No	Parameters	A Very Good (%)	B Good (%)	C Satisfactory (%)	D Unsatisfactory (%)
1.	Knowledge base of the teacher (as perceived by you)	✓			
2.	Communication skill (in terms of articulation and comprehensibility)	✓			
3.	Sincerity/Commitment of the teacher	✓			
4.	Interest generated by the teacher for the subject	✓			
5.	Ability to integrate course material with environment/other issues, to provide a broader perspective	✓			
6.	Ability to integrate content with other courses	✓			
7.	Accessibility of the teacher in and out of the class (includes availability of the teacher to motivate further study and discussion outside class)	✓			
8.	Ability to design quizzes/Tests/assignments/examinations and projects to evaluate students' understanding of the course	✓			
9.	Provision for sufficient time for feedback	✓			
10.	Overall rating	✓			

H.C.D.G. College
Nitaipukhuri
Student Feedback on Teachers Session :

Name of Teacher : Mr/Mrs/Dr. *Bitul saikia*

Department : *Political
science*

Sl. No	Parameters	A Very Good (%)	B Good (%)	C Satisfactory (%)	D Unsatisfactory (%)
1.	Knowledge base of the teacher (as perceived by you)	✓			
2.	Communication skill (in terms of articulation and comprehensibility)	✓			
3.	Sincerity/Commitment of the teacher	✓			
4.	Interest generated by the teacher for the subject	✓			
5.	Ability to integrate course material with environment/other issues, to provide a broader perspective	✓			
6.	Ability to integrate content with other courses	✓			
7.	Accessibility of the teacher in and out of the class (includes availability of the teacher to motivate further study and discussion outside class)	✓			
8.	Ability to design quizzes/Tests/assignments/examinations and projects to evaluate students' understanding of the course	✓			
9.	Provision for sufficient time for feedback	✓			
10.	Overall rating	✓			

H.C.D.G. College
Nitaipukhuri
Student Feedback on Teachers Session :

Name of Teacher : Mr/Mrs/Dr. *Bitul Saikia*

Department : *political Science*

Sl. No	Parameters	A Very Good (%)	B Good (%)	C Satisfactory (%)	D Unsatisfactory (%)
1.	Knowledge base of the teacher (as perceived by you)	✓			
2.	Communication skill (in terms of articulation and comprehensibility)	✓			
3.	Sincerity/Commitment of the teacher	✓			
4.	Interest generated by the teacher for the subject	✓			
5.	Ability to integrate course material with environment/other issues, to provide a broader perspective	✓			
6.	Ability to integrate content with other courses	✓			
7.	Accessibility of the teacher in and out of the class (includes availability of the teacher to motivate further study and discussion outside class)	✓			
8.	Ability to design quizzes/Tests/assignments/examinations and projects to evaluate students' understanding of the course	✓			
9.	Provision for sufficient time for feedback	✓			
10.	Overall rating	✓			

H.C.D.G. College

Nitaipukhuri

Student Feedback on Teachers Session :

Name of Teacher : Mr/Mrs/D^r. Bibul Saikia

Department : Political Science

Sl. No	Parameters	A Very Good (%)	B Good (%)	C Satisfactory (%)	D Unsatisfactory (%)
1.	Knowledge base of the teacher (as perceived by you)	✓			
2.	Communication skill (in terms of articulation and comprehensibility)	✓			
3.	Sincerity/Commitment of the teacher	✓			
4.	Interest generated by the teacher for the subject	✓			
5.	Ability to integrate course material with environment/other issues, to provide a broader perspective	✓			
6.	Ability to integrate content with other courses	✓			
7.	Accessibility of the teacher in and out of the class (includes availability of the teacher to motivate further study and discussion outside class)	✓			
8.	Ability to design quizzes/Tests/assignments/examinations and projects to evaluate students' understanding of the course	✓			
9.	Provision for sufficient time for feedback	✓			
10.	Overall rating	✓			

H.C.D.G. College

Nitaipukhuri

Student Feedback on Teachers Session :

Name of Teacher : Mr/Mrs/Dr. *Bitul Saikia*

Department : *Political Science*

Sl. No	Parameters	A Very Good (%)	B Good (%)	C Satisfactory (%)	D Unsatisfactory (%)
1.	Knowledge base of the teacher (as perceived by you)	✓			
2.	Communication skill (in terms of articulation and comprehensibility)	2			
3.	Sincerity/Commitment of the teacher	✓			
4.	Interest generated by the teacher for the subject	2			
5.	Ability to integrate course material with environment/other issues, to provide a broader perspective	✓	2		
6.	Ability to integrate content with other courses	2			
7.	Accessibility of the teacher in and out of the class (includes availability of the teacher to motivate further study and discussion outside class)	2			
8.	Ability to design quizzes/Tests/assignments/examinations and projects to evaluate students' understanding of the course	2			
9.	Provision for sufficient time for feedback	2			
10.	Overall rating	2			

Feedback Form for Students, 2022

This online survey is conducted by IQAC, Hem Chandra Dev Goswami College, Nitaipukhuri, to collect, analyze and assess the responses of students of 6th Semester who are pursuing B.A. Programme in Honours in different disciplines of the college during March to July, 2022. The survey consists of 16 questions. It aims to study the perception of students towards curriculum transaction of the college and to help the administration for overall development of the institution.

key instructions:

- 1) All questions are compulsory for the students.
- 2) Each questions has alternatives. You should choose the most appropriate one.
- 3) Questions no 16 is qualitative. Give pointwise answers only.

A. Name of the student *

Gouri Deori

B. Your Honours subject *

- ☐ Assamese
- ☐ Economics
- ☒ Education
- ☐ English
- ☐ History
- ☐ Political Science

C. Your Generic Elective subject *

- ☐ Economics
- ☐ Education
- ☐ History
- ☒ Political Science

D. Duration of your study in the college *

- ☒ Three years
- ☐ Five years

E. Your e-mail *

gourideori712@gmail.com

F. Your Phone number *

8486120998

1. Do you know that all the courses (Honours, GE, AEC, SEC) of each semester have equal significance to provide grade in B.A. (CBCS - Choice Based Credit System) programme? *

- ☐ I know it from first semester
- ☒ I know it lately
- ☐ I have no knowledge about it

2. How many percentage of the contents of your Honours subject are you familiar with? *

- ☐ Familiar with all contents
- ☒ 75-100%
- ☐ 50-75%
- ☐ Below 50%

3. How many percentage of the contents of your Generic Elective (GE) subject are you familiar with? *

- ☐ Familiar with all contents
- ☒ 75-100%
- ☐ 50-75%
- ☐ Below 50%

4. How many percentage of the contents of your Ability Enhancement Compulsory Course (AECC) are you familiar with? *

- ☐ Familiar with all contents
- ☒ 75-100%
- ☐ 50-75%
- ☐ Below 50%

5. How many percentage of the contents of your Skill Enhancement Course (SEC) are you familiar with? *

- ☐ Familiar with all contents
- ☒ 75-100%
- ☐ 50-75%
- ☐ Below 50%

6. Do you find difficult to understand the contents of single course taught by different teachers of the department ? *

- ☐ Yes
- ☒ No
- ☐ Sometimes

7. Do you have clear idea about Credit, Cumulative Grade Point Average (CGPA) and Semester Grade Point Average(SGPA) in Choice Based Credit System? *

- ☐ Yes
- ☒ No
- ☐ Not aware

8. Do you find coordination among different courses of your Honours subject? *

- ☒ Yes
- ☐ No

9. Do your teacher explain the concepts with simple and known facts to understand the non-familiar concepts? *

- ☐ Yes
- ☒ No
- ☐ Sometimes

10. Have you achieved the course objective after completion of the course in the semester? *

- ☐ Yes
- ☒ NO
- ☐ Sometimes

11. Do you think the courses you have pursued in B.A. (CBCS) programme has relevance to the society? *

☒ Yes

☐ No

12. Have you joined any vocational certificate course offered within the college campus? *

☒ Yes

☐ No

13. Have you found effective the vocational certificate course you have join within the college campus?

☐ The trainer is well experienced

☒ The course content is good

☐ The course is cost effective

☐ The time duration is suitable

☐ All of the above

14. Why you did not join any vocational certificate course offered within the college campus?

- ☐ Not aware of the course
- ☒ Not interested for the course
- ☐ No time to pursue the course
- ☐ Pusue such courses in other institution

15. Do you think the presently available contents are sufficient in present day context? *

- ☒ Yes
- ☐ No

16. Which of the content of the courses of all papers(AECC, Honours, GE, EVS, SEC) learnt by *
experience are relevant for you?

Honours

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Feedback for Faculty

This online survey is conducted by IQAC, Hem Chandra Dev Goswami College, Nitaipukhuri, to collect, analyze and assess the responses of Faculty presently working in the college. The survey consists of 16 questions. It aims to study the perception of faculty members towards the college and to help the administration for overall development of the institution.

key instructions:

- 1) All questions are compulsory for the teachers.
- 2) Each questions has alternatives. Please, rate the statements in the levels and you should choose the most appropriate one.
- 3) Questions no 16 qualitative. Give pointwise suggestions only.

A. Name of the faculty *

RONJIT KHANIKAR

B. Designation of the faculty *

- ☐ Associate Professor
- ☒ Assistant Professor

C. Department of the faculty *

- ☐ Assamese
- ☒ Economics
- ☐ Education
- ☐ English
- ☐ History
- ☐ Political Science

D. Experience year in the college. *

9

E. Your Mobile number *

9401477565

F. Your E-mail *

rkhanikar@gmail.com

1. The curricular aspects presently functional for students is effective for them. *

- ☐ Strongly Agree
- ☒ Agree
- ☐ Neutral
- ☐ Disagree
- ☐ Strongly Disagree

2. The teachers do not relate the content to the real life situation of the students. *

- ☐ Strongly Agree
- ☐ Agree
- ☐ Neutral
- ☒ Disagree
- ☐ Strongly Disagree

1. The curricular aspects presently functional for students is effective for them. *

- ☐ Strongly Agree
- ☒ Agree
- ☐ Neutral
- ☐ Disagree
- ☐ Strongly Disagree

2. The teachers do not relate the content to the real life situation of the students. *

- ☐ Strongly Agree
- ☐ Agree
- ☐ Neutral
- ☒ Disagree
- ☐ Strongly Disagree

3. The course content of the programme presently followed provide in-depth knowledge to the students. *

- ☒ Strongly Agree
- ☐ Agree
- ☐ Neutral
- ☐ Disagree
- ☐ Strongly Disagree

4. Students centred learning resource are not available in the college. *

- ☐ Strongly Agree
- ☐ Agree
- ☐ Neutral
- ☒ Disagree
- ☐ Strongly Disagree

5. The teaching aids are not sufficient and up to date. *

- ☐ Strongly Agree
- ☒ Agree
- ☐ Neutral
- ☐ Disagree
- ☐ Strongly Disagree

6. The internal assessments are taking place as per schedule. *

- ☒ Strongly Agree
- ☐ Agree
- ☐ Neutral
- ☐ Disagree
- ☐ Strongly Disagree

7. The college Library is a major source of information for the students and Faculties as well *

- ☐ Strongly Agree
- ☒ Agree
- ☐ Neutral
- ☐ Disagree
- ☐ Strongly Disagree

8. The Faculties are updating their knowledge and skills and try out new ideas to promote professional growth.

- ☐ Strongly Agree
- ☐ Agree
- ☒ Neutral
- ☐ Disagree
- ☐ Strongly Disagree

9. Teachers always develop healthy relationship with the students *

- ☒ Strongly Agree
- ☐ Agree
- ☐ neutral
- ☐ Disagree
- ☐ strongly Disagree

10. Teachers do not encourage independent thinking of the students *

- ☐ Strongly Agree
- ☐ Agree
- ☐ Neutral
- ☐ Disagree
- ☒ Strongly Disagree

11. Teachers organize and participate in co-curricular activities *

- ☒ Strongly Agree
- ☐ Agree
- ☐ Neutral
- ☐ Disagree
- ☐ Strongly Disagree

12. Teachers do not have proper rapport with the parents of the students. *

- ☐ Strongly Agree
- ☐ Agree
- ☐ Neutral
- ☐ Disagree
- ☒ Strongly Disagree

13. Teachers do not co-operate with head of the institution in conducting educational programmes when he/she is wrong. *

- ☐ Strongly Agree
- ☐ Agree
- ☐ Neutral
- ☐ Disagree
- ☒ Strongly Disagree

14. Teachers of the college perform duties with high service motive. *

- ☐ Strongly Agree
- ☐ Agree
- ☒ Neutral
- ☐ Disagree
- ☐ Strongly Disagree

15. Teachers do not contribute to the development of the community through appropriate programmes.

- ☐ Strongly Agree
- ☐ Agree
- ☐ Neutral
- ☐ Disagree
- ☒ Strongly Disagree

16. Please, give suggestions for the overall improvement of the college in which you are working.

1. Physical infrastructure should be developed.
2. Training to improve professionalism among the teachers should be conducted time to time.

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FEEDBACK FORM FOR ALUMNI

This online survey is conducted by IQAC, Hem Chandra Dev Goswami College, Nitaipukhuri, to collect, analyze and assess the responses of alumni of the college. The survey consists of 14 questions. It aims to study the perception of alumni towards the college and to help the administration for overall development of the institution.

key instructions:

- 1) All questions are compulsory for the alumni.
- 2) Each questions has alternatives. You should choose the most appropriate one.
- 3) Questions no 12, 13 and 14 are qualitative. Give pointwise answers and suggestions only.

A. Name of the Alumni *

Ranjit panging

B. Mention the period of study in our college. *

2016 to 2021

C. Your Email *

rpanging89@gmail.com

D. Your mobile Number *

9365499235

E. Do you like to join as a member of Alumni Association of H.C.D.G. college? *

☒ Yes

☐ No

F. Are you willing to contribute in the development of the college? *

☒ Yes

☐ No

G. Which of the following describe your present status? *

☐ Govt employee

☐ Private sector employee

☒ Entrepreneur

☐ Involved in domestic enterprise

☐ Unemployed

H. Experience year in present occupation *

Student

1. How would you rate the programme/ course that you have learnt in the college in relation to your current job/ occupation? *

- ☐ Excellent
- ☒ Very good
- ☐ Good
- ☐ Fair
- ☐ Poor

2. Give your comment on availability of reading material in the library *

- ☐ Excellent
- ☒ Very good
- ☐ Good
- ☐ Fair
- ☐ Poor

3. Please, rate the innovative teaching methods (GD, Field survey, seminar, excursion) used by the teacher *

- ☐ Excellent
- ☒ Very good
- ☐ Good
- ☐ Fair
- ☐ Poor

4. How would you rate facility provided for co-curricular activities in the college? *

- ☐ Excellent
- ☐ Very good
- ☒ Good
- ☐ Fair
- ☐ Poor

5. Justify the valuable lessons learnt in character building within the college campus/ *

- ☒ Excellent
- ☐ Very Good
- ☐ Good
- ☐ Fair
- ☐ Poor

6. How would you rate the support from administration while pursuing the course (Discipline, management, admission, examination, certification etc.) *

- ☐ Excellent
- ☒ Very good
- ☐ Good
- ☐ fair
- ☐ Poor

7. Give comments on justification of internal evaluation by the teacher *

- ☒ Always fair
- ☐ Fair
- ☐ sometimes unfair
- ☐ Always unsatisfied

8. Would you recommend the educational programme at the college to a relative/friend? *

☒ Yes

☐ No

9. Is college providing good hospitality as Alumni after passing out? *

☐ Yes

☒ No

10. Do you receive regular updates from the college through Calls/ WhatsApp/ Social networking/ SMS/ Mails etc. *

☒ Yes

☐ No

11. Do you have any grievances with the college? *

Yes

No

(i) As a student

☒

☐

(ii) As a Alumni

☒

☐

12. Mention two development activities organized by the college contributed to your overall development.

NSS and IQOC

13. Mention at least two points which make you feel proud to be associated with H.C.D.G. College as a member of Alumni Association ?

1. Beautiful environment and 2. Good teaching

14. Give your suggestions on how to improve the department and teaching -learning experience of the college.

1. Needed more department and 2. more facilities

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FEEDBACK FORM OF EMPLOYER

Name of the College: H.C.D.G College, Ntaipukhuri

Academic Session: 2022-2023

Name of the Employee: *Dr. Diganta Gogoi*

1. Please, tick the appropriate box regarding satisfaction with work performance of employees of your institution:

Sl No	Aspects	Poor	Satisfactory	Very Good	Excellent	Outstanding
1.	Depth of subject knowledge of the work					✓
2.	General communication skill to handle the work				✓	
3.	Involvement in social activities				✓	
4.	Ability to work in team			✓		
5.	Creative thought				✓	
6.	Relationship Administrative staffs					✓
7.	Leadership qualities			✓		
8.	Knowledge of Technology				✓	
9.	Eagerness to learn new techniques				✓	
10.	Contribution towards development of the institution					✓

Date:



Signature

Head of the Institution

FEEDBACK FORM FOR TEACHERS

Topic: Feedback for teachers on Curriculum Transaction

Guidelines for Teachers:

NAAC (National Assessment and Accreditation Council) is conducting a Feedback for teachers on curriculum transaction. So, this feedback form is prepared by IQAC, Hem Chandra Dev Goswami College, Nitaipukhuri, which will help to upgrade the quality in higher education. The teacher will have to respond to all the questions given in the following format with her/his sincere effort and thought.

Key Instructions:

- i) All questions are compulsory.
- ii) Each question has alternative responses. You may tick off more than one answer to a question to the extent that it does not invalidate your response.
- iii) The Q-10 is qualitative in nature. Point-wise suggestions are to be given.

General information:

- A. Name of the teacher: DR. DIWANTA GOGOI
- B. Department of the teacher: Assamese
- C. Mention the service period in H.C.D.G. College: Since 5/5/1993 to till now
- D. Your email ID: digantagogoi1963@gmail.com
- E. Your mobile number: 9365686724

Curriculum transaction:

1. Are you involved in the design and development of curriculum for Add on and Certificate Course implemented in our college? (Please tick)

Yes ☒ No ☐

2. Do you prepare lesson plan for classroom teaching?

Yes ☒ No ☐

3. If yes, which of the following structure is followed by you?

- (i) Detailed lesson plan i.e. cover the whole lesson ☒
- (ii) Put evaluation and activities in lesson plan ☐
- (iii) Cover the subject content only for the day you teach ☐
- (iv) Include learning objectives and learning outcome ☐

4. Do you think that the programme you have been teaching carry transfer value?

Yes ☒

No ☐

5. Which of the following way do you choose to reach out the students during curriculum transaction?

(i) Busy in covering the syllabus

☐

(ii) Try to address different level of students

☐

(iii) Providing all possible information related to the contents

☒

(iv) Clarify the concept depending on learners' response

☐

6. Which of the following method do you apply to overcome the challenges faced by academically low achiever students?

(i) Individualized instruction

☐

(ii) Peer tutorial

☐

(iii) Use audio visual aids

☐

(iv) Encourage them to learn

☐

(v) Promote self-regulated learning

☒

(vi) Develop pre-test

☐

7. Which of the following method do you apply in classroom teaching?

(i) Lecture method

☐

(ii) Lecture cum discussion Method

☒

(iii) Demonstration method

☐

(iv) Project method

☐

(v) Any other method you follow..... *Study material provide method.*

8. Whether the teaching materials supplied by the college authority are adequate for efficient transaction of curriculum?

Yes

☒

No

☐

9. Is the current timetable followed for daily classroom teaching proper in relation to the Choice Based Credit System structure?

Yes

☒

No

☐

10. Give your suggestions for improving transaction process of curriculum?

..... We have to make ourselves as a teacher with clear expectations. Moreover we have to make supplement lectures with hand-on activities. On the other hand the college has to introduce innovative infrastructure and technology.

Aruni George
Signature

FEEDBACK FOR EMPLOYERS

A. Please, give the information of employees who are serving in your institution/organization:

SL No	Name of the employee	Designation	Programme/course studied in HCDG College with year of study
1	Trishnamoni Begoi	Data Entry Operator	H.S. 2013
2			B.A. 2016
3			

1. Please, tick the appropriate box regarding satisfaction with work performance of employees of your institution:

Sl No	Aspects	Far from satisfied	Not satisfied	satisfied	Happy	Very happy
1.	Depth of subject knowledge of the work					✓
2.	General communication skill to handle the work					✓
3.	Involvement in social activities					✓
4.	Ability to work in team					✓
5.	Creative thought					✓
6.	Relationship with colleagues					✓
7.	Leadership qualities				✓	
8.	Knowledge of Technology				✓	
9.	Eagerness to learn new techniques					✓
10.	Contribution towards development of the institution			✓		

Date:

Dr. Arjunika Saha
 Regd. No. - ASM-2147
 Signature
 Head of the Institution

FEEDBACK FOR EMPLOYERS

A. Please, give the information of employees who are serving in your institution/organization:

Sl No	Name of the employee	Designation	Programme/course studied in HCDG College with year of study
1	Mrs. Jyoti Buragohain	Asst. Headmistress	1983 B.A
2	Mrs. Bonti Bhattacharya	Asst. teacher	2003 B.A
3	Mrs. Pallabi Borah	Asst. teacher	2008 B.A

1. Please, tick the appropriate box regarding satisfaction with work performance of employees of your institution:

Sl No	Aspects	Far from satisfied	Not satisfied	satisfied	Happy	Very happy
1.	Depth of subject knowledge of the work			✓		✓
2.	General communication skill to handle the work			✓		
3.	Involvement in social activities			✓		
4.	Ability to work in team			✓		
5.	Creative thought			✓		
6.	Relationship with colleagues			✓		
7.	Leadership qualities					✓
8.	Knowledge of Technology			✓		
9.	Eagerness to learn new techniques			✓		
10.	Contribution towards development of the institution					✓

Date:

Bipin Dutta
 Headmaster
 Srimanta Sankardev Vidyalaya, Nizapukhuri
 Signature
 Head of the Institution

FEEDBACK FOR EMPLOYERS

A. Please, give the information of employees who are serving in your institution/organization:

SL No	Name of the employee	Designation	Programme/course studied in HCDG College with year of study
1	Kalyan Gogoi	Teacher	B.A.
2	Binyo Bhushan Handig	"	B.A.
3	Sewali Borah	"	B.A.

1. Please, tick the appropriate box regarding satisfaction with work performance of employees of your institution:

Sl No	Aspects	Far from satisfied	Not satisfied	satisfied	Happy	Very happy
1.	Depth of subject knowledge of the work					✓
2.	General communication skill to handle the work			✓		
3.	Involvement in social activities					✓
4.	Ability to work in team				✓	
5.	Creative thought			✓		
6.	Relationship with colleagues					✓
7.	Leadership qualities					✓
8.	Knowledge of Technology				✓	
9.	Eagerness to learn new techniques					✓
10.	Contribution towards development of the institution					✓

Date: 07/03/22


 07/03/22
 Pradhan Acharya
 Sanaka Shishu Niketan
 Head of the Institution

FEEDBACK FOR EMPLOYERS

A. Please, give the information of employees who are serving in your institution/organization:

SL No	Name of the employee	Designation	Programme/course studied in HCDG College with year of study
1	RUPA DEHINGIA	AT	BA
2	REKHA KONWAR	AT	BA
3	MOHAN GOLOI	AT	BA

1. Please, tick the appropriate box regarding satisfaction with work performance of employees of your institution:

Sl No	Aspects	Far from satisfied	Not satisfied	satisfied	Happy	Very happy
1.	Depth of subject knowledge of the work			✓		
2.	General communication skill to handle the work				✓	
3.	Involvement in social activities			✓		
4.	Ability to work in team				✓	
5.	Creative thought			✓		
6.	Relationship with colleagues					✓
7.	Leadership qualities					✓
8.	Knowledge of Technology				✓	
9.	Eagerness to learn new techniques			✓		
10.	Contribution towards development of the institution				✓	

Date:


 Headmaster
 M. V. School
 Date: 12/12/22
 Head of the Institution

FEEDBACK FOR EMPLOYERS

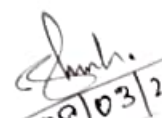
A. Please, give the information of employees who are serving in your institution/organization:

SL No	Name of the employee	Designation	Programme/course studied in HCDG College with year of study
1	Sri Babulal Saikia.	A/T	BA
2	Mrs. Nilakshi Rajkhanika	A/T	BA
3			

1. Please, tick the appropriate box regarding satisfaction with work performance of employees of your institution:

Sl No	Aspects	Far from satisfied	Not satisfied	satisfied	Happy	Very happy
1.	Depth of subject knowledge of the work				✓	
2.	General communication skill to handle the work					✓
3.	Involvement in social activities					✓
4.	Ability to work in team					✓
5.	Creative thought				✓	
6.	Relationship with colleagues				✓	
7.	Leadership qualities					✓
8.	Knowledge of Technology			✓		
9.	Eagerness to learn new techniques			✓		
10.	Contribution towards development of the institution				✓	

Date: 08/03/22.


 08/03/22
 Signature
 Head of the Institution
 Principal
 Nitaipukhuri H.S.School
 P.O.-Nitaipukhuri, Siv.

FEEDBACK FOR PARENTS

Name of Father/ Mother ^{LATE} PADMESHWAR DUTTA

Address of the parents for correspondence BAPUTIGARH, PO-NITAIPOKHURI
DIBI-SIBSAGAR, ASSAM, 785671

Contact number 9365734871

Email ID

Occupation (Please tick) Govt. employee ☐ Private sector employee ☐
Cultivator ☒ Private Business ☐

1. Please, rate the following aspects of the college:

Sl No	Aspects	Excellent	Very good	Good	Average	Poor
I.	Curricular				✓	
II.	Infrastructure		✓			
III.	Fee structure		✓			
IV.	Teacher-student relation		✓			
V.	Non-teaching staff-student relation		✓			
VI.	Satisfaction with son/daughter performance			✓		
VII.	Overall rating of the college			✓		

2. Do you think functions of Parents-Teacher Association meet are effective and influential at the college? Yes ☒ No ☐

3. Please, rate the following aspects practice by yourself:

Sl No	Aspects	Always	Occasionally	Rarely	Never
a)	Do you tell son/daughter the examples of those who succeeded in life through education?	✓			
b)	Do you encourage your son/daughter to go to college regularly?	✓			
c)	As father/mother, are you observe study of your son/Daughter?				
d)	Do you ask son/daughter to listen what parents and teachers are telling them and act accordingly?		✓		
e)	Do you suggest /help them in study?	✓			
f)	Do you congratulate your son/daughter when they make better performance in studies?	✓			
g)	Do you either punish or scold your son/daughter when they do not show interest in studies or their own works given to them?		✓		

4. How would your son/daughter to select his/her profession in future?

- As you will choose yourself ... PRIVATE BUSINESS
- You expect son/daughter to choose your own profession ... TEACHERS
- Your son/daughter is force to choose any ... NO
- It is not your concern

5. Give your two suggestions on how to improve the department and teaching-learning experience of the college.

- Utilize a variety of technology option
- prepare to work with parents and Regular professional development.

FEEDBACK FOR PARENTS

Name of Father/ Mother ✓ Junmoni Gogoi

Address of the parents for correspondence Hatikhetigoon,
Sivasagar, Assam

Contact number 8822446519

Email ID

Occupation (Please tick) Govt. employee ☐ Private sector employee ☐
 Cultivator ☒ Private Business ☐

1. Please, rate the following aspects of the college:

Sl No	Aspects	Excellent	Very good	Good	Average	Poor
I.	Curricular	✓				
II.	Infrastructure		✓			
III.	Fee structure		✓			
IV.	Teacher-student relation	✓				
V.	Non-teaching staff-student relation		✓			
VI.	Satisfaction with son/daughter performance				✓	
VII.	Overall rating of the college				✓	

2. Do you think functions of Parents-Teacher Association meet are effective and influential at the college? Yes ☒ No ☐

3. Please, rate the following aspects practice by yourself:

Sl No	Aspects	Always	Occasionally	Rarely	Never
a)	Do you tell son/daughter the examples of those who succeeded in life through education?		✓		
b)	Do you encourage your son/daughter to go to college regularly?	✓			
c)	As father/mother, are you observe study of your son/Daughter?	✓			
d)	Do you ask son/daughter to listen what parents and teachers are telling them and act accordingly?	✓			
e)	Do you suggest /help them in study?	✓			
f)	Do you congratulate your son/daughter when they make better performance in studies?	✓			
g)	Do you either punish or scold your son/daughter when they do not show interest in studies or their own works given to them?			✓	

4. How would your son/daughter to select his/her profession in future?

- As you will choose yourself *No*
- You expect son/daughter to choose your own profession *Yes*
- Your son/daughter is force to choose any *No*
- It is not your concern *No*

5. Give your two suggestions on how to improve the department and teaching-learning experience of the college.

- Continuous and comprehensive evaluation*
- Add sociology subject in academic curriculum*

Topic: Feedback for Teachers on Curriculum Transaction

Guidelines for Teachers:

NAAC (National Assessment and Accreditation Council) is conducting a Feedback for teachers on curriculum transaction. So, this feedback form is prepared by IQAC, Hem Chandra Dev Goswami College, Nitaipukhuri, which will help to upgrade the quality in higher education. The teacher will have to respond all the questions given in the following format with her/his sincere effort and thought.

Key Instructions:

- i) All questions are compulsory.
- ii) Each question has alternative responses. You may tick off more than one answer to a question to the extent that it does not invalidate your response.
- iii) The Q-10 is qualitative in nature. Point-wise suggestions are to be given.

General information:

- A. Name of the Teacher: GAURI SHIKHA GOGOI
- B. Department of the teacher: EDUCATION
- C. Mention the service period in H.C.D.G. College: 1 Year
- D. Your email ID: gaurigogoi143@gmail.com
- E. Your mobile number: 9101395810

Curriculum transaction: (Please tick in appropriate one)

1. Are you involved in the design and development of curriculum for CBCS syllabus under Dibrugarh University and Certificate Courses implemented in H.C.D.G. College?

Yes ☐ No ☒

If Yes, give details

2. Do you prepare lesson plan for classroom teaching?

Yes ☒ No ☐

3. Do you have course plan and work load before preparation of lesson plan for classroom teaching?

Yes ☒ No ☐

4. Do you think that the programme you have been teaching carry transfer value?

Yes ☒ No ☐

5. Which of the following way do you choose to reach out the students during curriculum transaction?

(i) Busy in covering the syllabus

☐

(ii) Try to address different level of students

☐

(iii) Providing all possible information related to the contents

☒

(iv) Clarifying the concept depending on learners' responses

☐

6. Rank the following methods that you apply to overcome the challenges faced by academically low achiever students (*Hint: 1 for the mostly used method and ascending thereafter*)

(i) Individualized instruction

(ii) Peer tutorial

(iii) Use audio visual aids

(iv) Encourage them to learn

(v) Promote self-regulated learning

(vi) Develop pre-test

7. Rank the following methods that you apply in classroom teaching. (*Hint: 1 for the mostly used method and ascending thereafter*)

(i) Lecture method

(ii) Lecture cum discussion Method

(iii) Demonstration method

(iv) Project method

(v) Any other method you follow.....

8. Whether the teaching materials supplied by the college authority are adequate for efficient transaction of curriculum?

Yes

☐

No

☒

9. Is the current timetable followed for daily classroom teaching proper in relation to the Choice Based Credit System structure?

Yes

☒

No

☐

10. Give your suggestions for improving transaction process of curriculum?

ICT should be integrated for the effective transaction and curriculum and classroom should be equipped with modern technologies teaching learning tool.

Gouri Shikha Gogi
Signature of teacher

FEEDBACK FORM OF EMPLOYER

Name of the College: H.C.D.G College, Ntaipukhuri

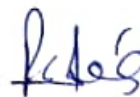
Academic Session: 2022-2023

Name of the Employee: *Dr. Gyitali Saikia*

1. Please, tick the appropriate box regarding satisfaction with work performance of employees of your institution:

Sl No	Aspects	Poor	Satisfactory	Very Good	Excellent	Outstanding
1.	Depth of subject knowledge of the work					✓
2.	General communication skill to handle the work				✓	
3.	Involvement in social activities				✓	
4.	Ability to work in team				✓	
5.	Creative thought					✓
6.	Relationship Administrative staffs					✓
7.	Leadership qualities				✓	
8.	Knowledge of Technology					✓
9.	Eagerness to learn new techniques				✓	
10.	Contribution towards development of the institution				✓	

Date:



Signature
Head of the Institution

Feedback Form of Students, 2022-23

Topic: Perception of 6th Semester students on Curriculum Transaction in Hem Chandra Dev Goswami College, Nitaipukhuri, Sivasagar

Conducted By: IQAC, H.C.D.G. College, Nitaipukhuri

Dear students,

This survey is conducted by IQAC, H.C.D.G. College, Nitaipukhuri, to collect, analyze and assess the responses of students in the 6th semester who are pursuing B.A. Programme in Honours in six departments of the college from January to May 2023. The survey consists of 25 questions. It aims to study the perception of students towards curriculum transaction by teachers in classroom teaching and to help the administration for the overall development of the institution.

Key instructions:

- 1) All questions are compulsory for the students. Please attempt all questions.
- 2) Each question has alternatives. You should choose the most appropriate one and give a tick mark to only one option.
- 3) However, you can choose more than one option only in question no. 11, 12, 13, 14 and 17.
- 4) Questions no. 18 and 25 are qualitative. Give point-wise answers only.

A. Name of the student (BLOCK LETTER): HABIBA BEGUM

B. Your Honours subject:

- | | | |
|--------------|----------------|---|
| (i) Assamese | (ii) Economics | <input checked="" type="checkbox"/> (iii) Education |
| (iv) English | (v) History | (vi) Political Science |

C. Your Generic Elective Subject:

- | | | | |
|---------------|----------------|---------------|--|
| (i) Economics | (ii) Education | (iii) History | <input checked="" type="checkbox"/> (iv) Political Science |
|---------------|----------------|---------------|--|

D. Duration of your study in the college:

- | | |
|-------------|--|
| (i) 3 years | <input checked="" type="checkbox"/> (ii) 5 years |
|-------------|--|

E. Your e-mail: habibabegum7972@gmail.com

F. Your contact number: 6001287900

1. Do you know that all the courses (Honours, GE, AECC, SEC) of each semester have equal significance to provide a Grade in B.A. (CBCS- Choice Based Credit System) programme?
☒ (A) I know it from the first semester (B) I Know it lately (C) I do not know about it
2. Are you satisfied with the Choice Based Credit System offered under Dibrugarh University?
(A) Yes ☒ (B) No
3. Do you have a clear idea about Credit, Cumulative Grade Point Average (CGPA) and Semester Grade Point Average (SGPA) in Choice Based Credit System?
(A) Yes ☒ (B) No (C) Not aware
4. How many percentages of the contents of your Honours subject are you familiar with?
(A) Familiar with all contents ☒ (B) 75-100%
(C) 50-74% (D) Below 50%
5. How many percentages of the contents of your Generic Elective (GE) subject are you familiar with?
(A) Familiar with all contents ☒ (B) 75-100%
(C) 50-74% (D) Below 50%
6. How many percentages of the contents of your Ability Enhancement Compulsory Course (AECC) subject are you familiar with?
(A) Familiar with all contents ☒ (B) 75-100%
(C) 50-74% (D) Below 50%
7. How many percentages of the contents of your Skill Enhancement Course (SEC) subject are you familiar with?
(A) Familiar with all contents (B) 75-100%
☒ (C) 50-74% (D) Below 50%
8. Have you achieved the course objective after completion of the course in the semester?
(A) Yes (B) No ☒ (C) Sometimes
9. Do your teachers explain the concepts with simple and known facts to understand the non-familiar concepts?

(A) Yes (B) No

10. Are your course teachers able to complete the classes within the specific time limit fixed for each session?

Subjects	(A) Yes	(B) No	(C) Sometimes
Honours	✓		
GE			✓
AECC			✓
SEC			✓

11. What are the methods of teaching followed by your teachers during teaching?

☒ (A) Lecture method ☒ (B) Question-answer method
☒ (C) Discussion method (D) Demonstration
(E) Any other, please specify:

12. Are you satisfied with the teaching methods adopted by your teachers? If not, what suggestions would you want to provide?

(A) Use of teaching skills during teaching. (B) Attention to individual differences.
☒ (C) Frequent tutorial classes/ revision. (D) use of Audio-visual aids during teaching
(E) Any other, please specify:

13. Which teaching aids are used most commonly in the classroom?

☒ (A) Blackboard/Whiteboard (B) Models
(C) E-resources (overhead projector, internet) ☒ (D) Printed material
(E) Any other, please specify:

14. What type of opportunity do you get for active participation in the classroom?

(A) Asking questions ☒ (B) Discussion when do not clearly understand
(C) Asking for guidance ☒ (D) Motivation from teachers
(E) Any other, please specify:

15. Do you find internal coordination among different courses of your Honours subject?

☒ (A) Yes (B) No (C) Sometimes

16. Do you find it difficult to understand and coordinate the contents of a single course if it is taught by different teachers of the same department?

(A) Yes ☒ (B) No (C) Sometimes

17. Which tools are used for internal assessment?

- ☒ (A) Tests ☒ (B) Seminar ☒ (C) Group Discussion
☒ (D) Home Assignment (E) Viva-Voce Examination ☒ (F) Report writing
(F) Any other.....

18. Are you satisfied with the methods of internal assessment?

- ☒ (A) Yes (B) No

If not, what suggestions would you want to provide?

.....
19. Do your course teachers explain the tools of internal assessment at the beginning of the semester?

- ☒ (A) Yes (B) No

20. Are you satisfied with the impartiality of the internal assessment?

- ☒ (A) Yes (B) No

21. Are you allowed to look into your answer scripts and marks obtained after evaluation, if you want?

- (A) Yes ☒ (B) No

22. Are you satisfied with the sincerity and punctuality of the students and teachers in the classroom?

- ☒ (A) Yes (B) No (C) Sometimes

23. How does your teacher maintain the classroom environment?

- ☒ (A) Provide direction to obey discipline (B) Take disciplinary punishments
(C) Make no comments and wait to obey discipline by students

24. Is your syllabus sufficient enough to help you to appear in the competitive examination?

- (A) Yes ☒ (B) No

25. Give three suggestions to improve the teaching-learning process through the curriculum?

- (A) After the teacher has finished teaching a lesson, the lesson should be tested in the classroom.
(B) proper application of CBCS teaching methodology in colleges.
(C) Teachers should pay attention to the teaching of LIS.