# DEPARTMENT OF BOTANY, BODOLAND UNIVERSITY

## OBSERVATION, SUGGESTIONS&ACTION TAKEN REPORT ON STUDENT **FEEDBACK**

Sl no.	Session	Semester	Observation	Follow up action	Remarks
1	17-18	1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup> & 4 <sup>th</sup>	Overall satisfactory	Assignment of mentor mentees to give focus on slow learners	
2	18-19	1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup> & 4 <sup>th</sup>	Overall satisfactory	<ul> <li>Assignment of mentor mentees to give focus on slow learners</li> <li>Recruitment of more faculties (guest lecturers)</li> </ul>	
3	19-20	1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup> & 4 <sup>th</sup>	Overall satisfactory	<ul> <li>Revision of syllabus</li> <li>Adoption of new teaching plan</li> </ul>	
4	20-21	1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup> & 4 <sup>th</sup>	Overall satisfactory	<ul> <li>20% reduction of the syllabus</li> <li>Classes and examination through virtual mode</li> <li>Adoption of Google classroom and WatsApp group for supplying study materials</li> <li>Self appraisal of evaluated answer scripts of sessional examination was adopted for transparency in evaluation process</li> <li>Group discussion through online mode was conducted</li> </ul>	COVID Pandemic period
5	21-22	1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup> &4 <sup>th</sup>	Overall satisfactory	<ul> <li>Installation of digital smart board in classroom</li> <li>Appointment of guest faculties to take classes through online mode</li> </ul>	2021 COVID Pandemic period

Signature of DAC members

S. B. Tettien Williams

HoD Botany

Head Botany

Department of Botany

Bodoland University

Bodoland University

Rokrajhar (ETAD)-783370, Assam



Debargaon, P.O. Rangalikhata Kokrajhar - 783370, BTAD, Assam.

Dated: 07/12/2017

# Feedback Action Taken Report, Academic Session 2017-18/19

As per the Students' Feedback Analysis Report for the Academic Session 2017-18/19, a meeting was held in the Department of Education, Bodoland University on 07/12/2017 to discuss, suggest and take necessary actions on Students' Feedback Report. As per the report, it was observed that, the overall score on Syllabus Completion was Excellent and other parameters were also Very Good.

### **Resolution Taken:**

**Members Present:** 

1. Dr. Manjit Das, HoD i/c

The following resolutions were taken in the meeting:

- 1. The department shall give more guidance to the students with regard to their studies.
- 2. The Department shall give more Reference Materials to the students.

Head Department of Education Bodoland University Kokrajhar	
2. Dr. Jeemina Baglari, Asstt. Professor	7112/2012
3. Rose Mary Koch, Asstt. Professor	+11212
4. Rangjalu Basumatary, Asstt. Professor	112/17
5. Piyali Roy, Guest LecturerPiyali	07/12/2017 li Day

7/12/2017



Debargaon, P.O. Rangalikhata Kokrajhar - 783370, BTAD, Assam.

Dated: 03/09/2021

# Feedback Action Taken Report of 1<sup>st</sup> Semester, Academic Session-2020-2021

As per the 1<sup>st</sup> Semester Students' Feedback Analysis Report for the Academic Session 2020-2021, a meeting was held in the Department of Education, Bodoland University on 03/09/2021 to suggest and take necessary actions on Students' Feedback Report. As per the report, it was observed that, the overall score on different parameters were good. Still further improvement can be made on some of the parameters mentioned.

### **Resolution Taken:**

The following resolutions were taken in the meeting:

- 1. The Department shall give more emphasis on Teaching-Learning Process in the future.
- 2. The Department shall organise the Course Content properly and systematically.

### **Members Present:**

1. Dr. Jeemina Baglari, Asstt. Professor

HoD

Head

Department of Education
Bodoland University

2. Dr. Rose Mary Koch, Asstt. Professor

3. Rangjalu Basumatary, Asstt. Professor

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03/09/202



Debargaon, P.O. Rangalikhata Kokrajhar - 783370, BTAD, Assam.

Dated: 03/12/2021

## Feedback Action Taken Report of 2<sup>nd</sup> Semester, Academic Session-2020-2021

As per the 2<sup>nd</sup> Semester Students' Feedback Analysis Report for the Academic Session 2020-2021, a meeting was held in the Department of Education, Bodoland University on 03/12/2021 to suggest and take necessary actions on Students' Feedback Report. As per the report, it was observed that, the overall score on different parameters were good. Still further improvement can be made on some of the parameters mentioned.

#### **Resolution Taken:**

The following resolutions were taken in the meeting:

- 1. The Department shall give more emphasis on Tutorial classes in all the Semester.
- 2. The Department shall conduct Assessments as per schedule.

**Members Present:** 

1. Dr. Jeemina Baglari, Asstt. Professor

HoD

Head
Department of Education
Bodoland University
Kokrajhar

2. Dr. Rose Mary Koch, Asstt. Professor

3. Rangjalu Basumatary, Asstt. Professor

3/12/21 03/12/2021



Debargaon, P.O. Rangalikhata Kokrajhar - 783370, BTAD, Assam.

Dated: 01/12/2021

## Feedback Action Taken Report of 3<sup>rd</sup> Semester, Academic Session-2020-2021

As per the 3<sup>rd</sup> Semester Students' Feedback Analysis Report for the Academic Session 2020-2021, a meeting was held in the Department of Education, Bodoland University on 01/12/2021 to suggest and take necessary actions on Students' Feedback Report. As per the report, it was observed that, the overall score on Course Content, Teaching-Learning Process and Evaluation process were good. Still further improvement can be made on Infrastructural facilities.

#### **Resolution Taken:**

The following resolutions were taken in the meeting:

- 1. Teachers shall be regular and punctual for the classes.
- 2. The Department shall use modern teaching aids, PPT, handouts etc. in Teaching-Learning Process.

**Members Present:** 

1. Dr. Jeemina Baglari, Asstt. Professor

HoD

Department of Education Bodoland University

2. Dr. Rose Mary Koch, Asstt. Professor

3. Rangjalu Basumatary, Asstt. Professor

1/12/21 21/12/2021



Debargaon, P.O. Rangalikhata Kokrajhar - 783370, BTAD, Assam.

Dated: 20/08/2021

# Feedback Action Taken Report of 4<sup>th</sup> Semester, Academic Session-2020-2021

As per the 4<sup>th</sup> Semester Students' Feedback Analysis Report for the Academic Session 2020-2021, a meeting was held in the Department of Education, Bodoland University on 20/08/2021 to suggest and take necessary actions on Students' Feedback Report. As per the report, it was observed that, the overall score on Course Content, Teaching-Learning Process and Evaluation process were good. Still further improvement can be made on Infrastructural facilities.

### **Resolution Taken:**

The following resolutions were taken in the meeting:

- 1. The Department shall conduct Assessments as per schedule.
- 2. The Department shall use modern teaching aids, PPT, handouts etc. in Teaching-Learning Process.

**Members Present:** 

1. Dr. Jeemina Baglari, Asstt. Professor

HoD

Head
Department of Education
Bodoland University
Kokrajhar

2. Dr. Rose Mary Koch, Asstt. Professor

3. Rangjalu Basumatary, Asstt. Professor

20 8 21

20/08/2021



Debargaon, P.O. Rangalikhata Kokrajhar - 783370, BTAD, Assam.

Dated: 7/05/2022

## Feedback Action Taken Report of 1st Semester, Academic Session-2021-2022

As per the 1st Semester Students' Feedback Analysis Report for the Academic Session 2021-2022, a meeting was held in the Department of Education, Bodoland University on 7/05/2022 to suggest and take necessary actions on Students' Feedback Report. As per the report, it was observed that, the overall score on Course Content, Teaching-Learning Process and Evaluation process were good. Still further improvement can be made o

#### **Resolution Taken:**

The following resolutions were taken in the meeting:

- 1. The Department shall complete the course on time.
- 2. The Department shall encourage the students to take part in class discussions, departmental activities and seminars.

**Members Present:** 

1. Dr. Jeemina Baglari, Asstt. Professor

HoD Department of Education **Bodoland University** 

2. Dr. Rose Mary Koch, Asstt. Professor

3. Rangjalu Basumatary, Asstt. Professor

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Debargaon, P.O. Rangalikhata Kokrajhar - 783370, BTAD, Assam.

Dated: 26/09/2022

# Feedback Action Taken Report of 2<sup>nd</sup> Semester, Academic Session-2021-2022

As per the 2<sup>nd</sup> Semester Students' Feedback Analysis Report for the Academic Session 2021-2022, a meeting was held in the Department of Education, Bodoland University on 26/09/2022 to suggest and take necessary actions on Students' Feedback Report. As per the report, it was observed that, the overall score on Course Content, Teaching-Learning Process and Evaluation process were good. Still further improvement can be made on Laboratory and Internet facilities.

#### **Resolution Taken:**

The following resolutions were taken in the meeting:

- 1. The Department shall use classroom evaluation methods like Quiz, Seminars, Assignments, Classroom presentation etc.
- 2. The Department shall use modern teaching aids, PPT, handouts etc. in Teaching-Learning Process.

### **Members Present:**

1. Dr. Rose Mary Koch, Asstt. Professor

HoD

Department of Education
Bodoland University
Kokrajhar

2. Dr. Jeemina Baglari, Asstt. Professor

3. Rangjalu Basumatary, Asstt. Professor

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26/09/2022



Debargaon, P.O. Rangalikhata Kokrajhar - 783370, BTAD, Assam.

Dated: 28/03/2022

# Feedback Action Taken Report of 3<sup>rd</sup> Semester, Academic Session-2021-2022

As per the 3<sup>rd</sup> Semester Students' Feedback Analysis Report for the Academic Session 2021-2022, a meeting was held in the Department of Education, Bodoland University on 28/03/2022 to suggest and take necessary actions on Students' Feedback Report. As per the report, it was observed that, the overall score on Course Content, Teaching-Learning Process and Evaluation process were good.

#### **Resolution Taken:**

The following resolutions were taken in the meeting:

- 1. The Department shall conduct fair and un-biased Evaluation Process in the future.
- 2. The Department shall organise the Course Content systematically.

28/03/2022

**Members Present:** 

1. Dr. Jeemina Baglari, Asstt. Professor

HoD

Head
Department of Education
Bodoland University
Kokrajhar

2. Dr. Rose Mary koch, Asstt. Professor

3. Rangjalu Basumatary, Asstt. Professor

28/03/22 28/03/2022



Debargaon, P.O. Rangalikhata Kokrajhar - 783370, BTAD, Assam.

Dated: 10/08/2022

# Feedback Action Taken Report of 4th Semester, Academic Session-2021-2022

As per the 4th Semester Students' Feedback Analysis Report for the Academic Session 2021-2022, a meeting was held in the Department of Education, Bodoland University on 10/08/2022 to suggest and take necessary actions on Students' Feedback Report. As per the report, it was observed that, the overall score on Course Content, Teaching-Learning Process and Evaluation process were good.

#### **Resolution Taken:**

The following resolutions were taken in the meeting:

- 1. Teaching Plan shall be prepared by the Teachers in order to teach well.
- 2. Maximum tutorial classes will be provided to the students.

**Members Present:** 

1. Dr. Jeemina Baglari, Asstt. Professor

HoD

Department of Education Bodoland University Kokrajhar

2. Dr. Rose Mary koch, Asstt. Professor.

3. Rangjalu Basumatary, Asstt. Professor

10/8/22 10/08/2022

Jear (2017-2018) Disportmental Feedback Analysis & Aclion Taken Committee Defrartment of Mathematical Sciences 30/06/2018 Observation According to the responses provided by the students, overall performances based on the fulfilment of the syllabus, mentioning and giving reference materials are very good. Action Laken The mentoring programme and the reference material addition will be improved, the commettee agreed. Dean, Ecience & Technology to be informed 20dul-Str. Stock Kr. Muha Meeui. Dr. Mukmida Deeri. Dr. Bhimraj Basumatary They Brown Dr. Rajshekhar Roy Baruah Dr. Surings Ke. Nun

Jear (2018-2019)	
Departmental Feedback Analysis &	Action Taken Committee
Department of Mathe	materal Sciences
Departmental Feedback Analysis & Department of Mathe	29/06/2019
of students thought the performendation	smance was excellent ons have been made
Action taken	
The committee determ effectiveness of the education Dean, Science & Technology	enew to enhance the mal process overall.  to be informed
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Observation	06/10/20
Maximum parameters more . This rating representations two.	received scares
recommendations have been	made.
Action taken	
Committee décèdes to	but continuous
effort to improve teaching	learning proce
Committee décèdes to effort to improve teaching Dean, Science & Technolog	y to be informed
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Year (2020-2021) First Semester Departmental Feedback Analysis & Action Taken Committee
Department of Mathematical Sciences
Observation 03/12/2021
The majority of students rated the Assessments are conducted according to schedule and Use of classroom, evaluation
schedule and Use of classroom, "evaluation methods as very good, with an overall score in the middle. (3.5-4.1)
Action Taken
It is understood that infrastruc- tural facilities have been improved slightly however, there are let more to improve the laboratory and other slipporting amerities Dean, Science & Technology to be informed.
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Dr. Bhimrof Basumatany B
Dr. Rajshekhar Roy Baruah PRRykowah
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	Year (20 tmental Feedback	ON H	en to	n Committee
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Obs	rvation			3/12/202
	Students rate rameters as good 5 to 3.8. This is pried mode of to line).	ew the or	erall herror	mahre
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	Committee de	cide)	to improve.	all the
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Year (2021-2022) First Senester Departmental Feedback Analysis & Action Taken Committee Detrartment of Mathematical Sciences Observation 6/5/2022 Teaching Learning process, and evaluation process has been determined to be very Infrastructure and institutional facilities, on the other hand, have been rated as good, with an overall score of 2.5 to 3.1 Action Taken informed. Authority to be informed to improved infrastructure bacelity. Dr. Stipak Kr. Who Da. Mulemba Dolleri. Maleeni. Do. Bhimsey Besumetary AR Roy Bound Ar Raychekhar Roy Baruah Do. Snivigit X. Not

Departmental Feedback Analysis & Action taken Commettee
Department of Mathematical Sciences
23/09/2022
Observation
rating in three categories (course content,
tratery in three categories (course content,
reaching process, and evaluation
overall score ranging land 34 to 39. There
process) are given as very good, with an overall score ranging from 36 to 3.9. There have been no specific suggestions. The ratio
for infrastructurs and institutional is good,
for ingrastructurs and institutional is good, with an overall score of 2.2 to 3.0
Action Taxen
Dean, Science & Technology to be
informer. Authority to be informed to improve
Dean, Science & Technology to be informed. Authority to be informed to improve infrastructure facility.
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Dr. Surapit Ko-ovin K.

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	Defoartment of Mathematical Sciences
	29/03/2022
	Observation
	Students leadly is and and
	ratings in three categories (course content,
	reaching learney brocess, and evaluation
-	process are given as very you, with an overall score ranging from 3.3 to 3.89
	an overall store tranging from 3.3 to 3.89
	There have been no specific suggestions
	in the taking for infrastructure and
	There have been no specific suggestion.  The rating for infrastructure and institutional is 9000, with an overal score of 2,08 to 2,99
	Action Taken
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	Dean, Science & Sechnology to be
	in the Huthority to be informed to infrom
	Dean, Science & Jechnology to be informed Authority to be informed to infrova infrastrusture facility.
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	Dr. Rajshekhar Roy Baruah Raggant
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	tmental Feedback Analysis & Action Taken Committee Department of Mathematical Sciences
	08/08/2022
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	The majority of students rated the unctuality and regularity of the teacher very good, with an overall scare in
	includity and regularity of the teacher
	very good, with an overall scare in
	e mibble 355 to 4,08. In the three categorie
	here have been no specific no suggestions
	The rating for infractructure and
	estitutional is good, with an overall
	core of 2.21 to 3.18.
	Action Paper
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	Dr. Dhinoy Basumelang &
	Dr. Dhinoy Basumelang &
	Dr. Mukrula Deuer: Meleuri. Dr. Bhinoy Basumelang &

Students Feedback

Year (2017-2018)

Dept. Feedback Analysis & Action Taken Committee.

- 1. Dr. Kalyan Dey (Chairman)
- 2. Dr. Rajeeb Brahma (Member)
- 3. Dr. Anjalu Ramchiary (Member)

Suggestion/observation	Action taken
1. Response submitted by the students	Committee decided to improve the mentoring
indicate that overall performance (based on	process and the reference material
syllabus completion, mentioning reference	supplement. Dean, Science & Technology to
material) is very good.( overall score ~ 3.56)	be informed.

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### Students Feedback

Year (2018-2019)

Dept. Feedback Analysis & Action Taken Committee.

- 1. Dr. Kalyan Dey (Chairman)
- 2. Dr. Rajeeb Brahma (Member)
- 3. Dr. Anjalu Ramchiary (Member)

Suggestion/obs	Action taken
1. Most of the students rated the performance	Committee decided to improve overall
as very good with overall score of 3.05. No	performance of teaching process. Dean,
specific suggestion has been received.	Science & Technology to be informed.

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### Students Feedback

Year (2019-2020)

Dept. Feedback Analysis & Action Taken Committee.

- 1. Dr. Kalyan Dey (Chairman)
- 2. Dr. Rajeeb Brahma (Member)
- 3. Dr. Anjalu Ramchiary (Member)

Observation	Action taken
1. The rating given by students is found to	Committee decided to put continuous effort
be very good with overall score of 3.95.	to improve teaching learning process.
This rating is better than previous two	Dean, Science & Technology to be informed.
years. No specific suggestion has been	
received.	*

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### Students Feedback

Year (2020-2021) (1st Semester)

## Dept. Feedback Analysis & Action Taken Committee

- 1. Dr. Prince Kr. Mochahari
- 2. Dr. Rajeeb Brahma
- 3. Dr. Kalyan Dey
- 4. Dr. Anjalu Ramchiary

Observation	Action taken		
Most of the students rated the course	Dean, Science & Technology to be		
content, Teaching- Learning process as very	informed to upgrade the laboratory		
good with overall score in between (3.5- 4.0).	infrastructure.		
The evaluation process is rated as excellent	University authorities also to be informed		
with overall score above 4.0. However, the			
infrastructural and institutional feedback			
response is rated good with overall score in			
between 2-3. Specially Laboratory facility			
has been rated below average.			

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### Students Feedback

Year (2021-2022) (1st Semester)

# Dept. Feedback Analysis & Action Taken Committee

- 1. Dr. Prince Kr. Mochahari (Chairman)
- 2. Prof. H. Bailung
- 3. Dr. Rajeeb Brahma
- 4. Dr. Kalyan Dey
- 5. Dr. Anjalu Ramchiary

Observation / Suggestion	Action taken		
Feedback received from students with rating	It is understood that infrastructural		
as very good for course content and teaching-	facilities has been improved slightly,		
learning process, with overall score in	however, there are lot more to improve the		
between 3.7- 4.0. The evaluation process has	laboratory and other supporting amenities.		
been rated as excellent with overall score	Dean, Science & Technology to be		
above 4.0. For infrastructural and	informed.		
institutional facilities, the rating is good with			
overall score in between 2-3.			

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#### Students Feedback

Year (2021-2022) (2<sup>nd</sup> Semester)

Dept. Feedback Analysis & Action Taken Committee

- 1. Dr. Prince Kr. Mochahari (Chairman)
- 2. Prof. H. Bailung
- 3. Dr. Rajeeb Brahma
- 4. Dr. Kalyan Dey
- 5. Dr. Anjalu Ramchiary

Observation / Suggestion	Action taken	
Students rated the overall performance	Committee decided to improve all the	
parameters as good with overall score in	parameters. Dean, Science & Technology to	
between 2-3. This happens to be due to	be informed.	
hybride mode of teaching (both online and		
offline) due to the pandemic.		

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### Students Feedback

Year (2021-2022)(3<sup>rd</sup> Semester)

### Dept. Feedback Analysis & Action Taken Committee

- 1. Dr. Prince Kr. Mochahari (Chairman)
- 2. Prof. H. Bailung
- 3. Dr. Rajeeb Brahma
- 4. Dr. Kalyan Dey
- 5. Dr. Anjalu Ramchiary

Observation	Action Taken	
Overall rating for course content Teaching-	Authority has been informed to provide	
Learning process and evaluation process has	upgraded Lab and other infrastructure	
been analysed as very good with a score in	facilities.	
between 3.8-4.0. However infrastructure and		
institutional facility has been rated as good		
with overall score of 2.5-3.00		

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#### Students Feedback

Year (2021-2022) (4<sup>th</sup> Semester)

## Dept. Feedback Analysis & Action Taken Committee

- 1. Dr. Prince Kr. Mochahari (Chairman)
- 2. Prof. H. Bailung
- 3. Dr. Rajeeb Brahma
- 4. Dr. Kalyan Dey
- 5. Dr. Anjalu Ramchiary

Observation	Action Taken		
Feedback received from the students are	Dean, Science & technology to be informed		
analysed and rating in three categories	Authority to be informed to improve		
(Course content, teaching learning process	infrastructure facility.		
and evaluation process) is given as very good			
with overall score in between 3.8-4.0. No			
specific suggestions have been received.			
For infrastructural and institutional, the			
rating is good with overall score in between			
2.5-3.0.			

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Date: 15/5/20 Wighoo Deure assues ments more done to loogo numbers Schoold

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