

PITHUBAR GIRLS' DEGREE COLLEGE

Khowang



BEST PRACTICE

Prepared By

IQAC

Pithubar Girls' Degree College, Khowang

Dibrugarh, Assam

Practice 1.

1. **Title of the practice:** Yoga classes for students.
2. **Objectives of the practice:** Pithubar Girls' Degree College, Khowang organises Yoga Classes every year. By organising Yoga practices, the institution helps the students to keep their health sound so that they can concentrate in learning activities. Practice of Yoga creates a very amiable atmosphere in the college campus.
3. **The Context:** The practice of Yoga is started for the students with a view to enhance their level of concentration in studies. For implementing this practice a committee was formed and given the power of controlling all the Yoga activities including selection of Instructor for yoga classes, maintenance of finance etc.
4. **Challenging Issues:** Although the Yoga sessions have started in the college, getting all the students to practice it and practice it regularly is a big challenge because most of the students are still unaware of its potential benefits. Secondly, due to resource crunch appointing a full Yoga instructor is not possible at this stage.
5. **The Practice:** Yoga practice is scheduled before the classes commence so that students can have the full potency of a Yoga session. It is done from 8.30 a.m. to 9 .30 a.m. It is hoped that in course of time more and more students will participate in this.
6. **Evidence of Success:** Slowly but steadily the number of student participation is increasing.
7. **Problems Encountered and Resources Required:** Students living in far away and remote areas cannot join the early morning Yoga session due to transportation bottlenecks.

Although not much of materials are required to start a Yoga class other than the minor requirements like a mat, sound amplifying system, and a properly ventilated or open space. However, fund is required to pay the honorarium of the instructor which is a problem for a college like us where resource generation has always become a problem.

Notes: Despite these challenges the college so far has successfully managed to continue the Yoga classes regularly. With every passing day the number of participants increasing.

Practice 2.

Title of the practice: Documentation of course allotment and completion

- 1. Objectives of the practice:** The main objective of this practice is to document the assignment of the portion of the syllabus to the concerned teacher and thereby hold him/her accountable for its successful transaction, Documentation of the syllabus allotment and submission of course completion certificate has made the concerned teacher accountable of his/her basic duty to the students.
- 2. The Context:** This practice has brought about a seriousness in the way curriculum is being transacted. Head of the department now has documentary evidence of the curriculum transaction and if a teacher fails to complete syllabus on time, he/she is held responsible and has to assign reasons thereof. After this practice has been introduced curriculum transaction has been more effectively carried out.
- 3. Challenging Issues:** Completing the assigned portion of the syllabus is one of the basic duties of the teacher. However, the teacher is assigned a lot of other duties and responsibilities that distract him/her from completing assigned portion of the syllabus on time. On the other hand students should not suffer for the lapses on the part of the teacher. This practice of making the teacher accountable for completing the syllabus is one such attempt to improve the academic atmosphere in the college.

4. The Practice: Transaction of the curriculum is one of the basic duties of the teacher. The college is very serious about this particular aspect of the academic responsibility of the teacher. Therefore the IQAC of the college came up this novel idea of documenting assigning the portion of the syllabus to the concerned teacher. After this practice of documentation of course allotment has been initiated, now a teacher is provided with a syllabus assignment sheet mentioning the portion of syllabus allotted to him/her in writing at the beginning of the academic session. The concerned teacher is also provided with a Teacher's Diary in which he/she has to keep a record of his/her classes engaged and topics taken up in those classes on a daily basis throughout the academic session. The Teacher's Diary is signed by the Head of the Department on fortnight basis. At the end of the academic session, he/she has to submit a course completion certificate certifying that he/she has completed the portion of the syllabus assigned to him/her to the Head of the respective department.

In this practice at the beginning of the session all the heads of the departments ask the teachers to submit their teaching plan of their subjects. The Heads of the departments regularly examine and monitor the progress of the teaching-learning process in their respective departments.

5. Evidence of Success: After this documentation process of curriculum transaction has been initiated, the concerned teacher has become more serious and effective in carrying out the teaching-learning process. Documentary evidence of course completion within the academic session makes the student more serious about studies and result is visible in the internal examinations where the students constantly improve their performance.

6. Problems Encountered and Resources Required: Although documentation of curriculum transaction has been initiated by the IQAC, the practice faces some attitudinal problems in its successful implementation. Firstly, some teachers find the daily maintenance of Teacher's Diary a cumbersome process to maintain on a daily basis and do it intermittently defeating the very purpose of effective transaction of the curriculum.

Secondly, when a teacher remains absent from duty in the college due to assignment of other responsibilities like election duty, and some other government duties, he/she fails to complete the course assigned to him/her within the stipulated time frame and there the effective curriculum transaction is affected. Thirdly, some teachers take longer than the prescribed periods to complete a topic taking into consideration the differential levels of academic proficiency of the students and rush through the syllabus towards the end of the academic session. Other problem in the successful implementation of this practice is non-availability of text books and reference books due to the sudden change of syllabus by the university.

Notes: The challenges notwithstanding the practice of documentation curriculum transaction has been successfully implemented for the last five years. This has brought about a sense of accountability in the teacher and the syllabus is now transacted more effectively benefitting the students immensely.



GPS Map Camera



Khowang Chariali, Assam, India

**7V4P+8M5, Khowang Chariali, Assam 785675,
India**

Lat 27.255823°

Long 94.886713°

19/10/22 09:18 AM



GPS Map Camera

Girls' College
S Palace
Google

Khowang Chariali, Assam, India
7V4P+8M5, Khowang Chariali, Assam 785675, India
Lat 27.255471°
Long 94.887213°
29/11/21 09:30 AM



পিতৃবর্ষ জ্যোত্স্না মাহাত্ম মহাবিদ্যালয়
জাতীয় একতা সত্বে উদ্দেশ্য
শ্রদ্ধাঞ্জলি যোগ সমিতির সহযোগিতায়
তিনিদিনীয়া যোগ শিবির
তারিখ: ১৩ মার্চের পরা ১৪ মার্চের, ২০১৮-১৯
স্থান: পিতৃবর্ষ জ্যোত্স্না মাহাত্ম মহাবিদ্যালয়
খোলা

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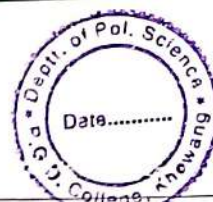


PITHUBAR GIRLS' DEGREE COLLEGE, KHOWANG.
ACADEMIC CALENDAR(25th March, 2022 to 15th August, 2022)

Date(s)	Event (s)
25 th March-1 st April 2022	1. Commencement of 2 nd , 4 th , and 6 th Semester Classes of BA Programme. 2. Notification of Class Routine in the Colleges. 3. Notification of Course Plan/ Departmental Class Routine in the Dept. Notice Boards of the College
5 th April- 8 th April, 2022	College Week
2 nd - 12 th May, 2022	1 st Sessional Examination of the Even Semester Classes
16 th - 21 st May, 2022	Completion of the Internal Assessment of the Even Semester Classes through Seminar/ Group Discussion etc
18 th -23 rd May 2022	Counselling for the BA Semester Students and Mid Semester Feedback Assessment.
18 th -22 nd May, 2022	Notification of First Sessional Examination Marks of the Even Semester Classes on the Departmental Notice Boards
31 st May, 2022	Last date for submission of filled in Examination Forms of the Even Semester Examinations by the Colleges at the University
1 st -10 th June, 2022	2 nd Sessional Examination of the Even Semester Classes
5 th June, 2022	Observance of World Environment Day
20 th June 2022	Observance of Rabha Divas
21 st June 2022	Celebration of International Yoga Day.
24 th June, 2022	Last date for submission of Assignment by the students (if any) 2. Completion of the Even Semester classes
22 nd -26 th June, 2022	Last date for notification of 2nd Sessional Examinations and Practical Examination Marks on the Departmental Notice Boards
25 th -29 th June, 2022	Preparatory Break for the students for the B.A./ B.Sc./ B.Com. (CBCS) End Semester Examinations .
30 th June - 4 th August, 2022	Semester Examinations (Even Semester) of the B.A./ B.Sc./ B.Com. Programmes (CBCS and Non CBCS Backlog)
7 th July, 2022	Last date for submission of Internal Assessment marks of the Even Semester Students at the University
5 th - 15 th August, 2022	Summer Semester Vacation for the Faculty members of the Colleges


Principal /c
Pithubar Girls' Degree College
Khowang


Pithubar Girls' Degree College, Khowang
Class Routine for 2nd, 4th & 6th Semester, 2022(EVEN)
Department of Political Science

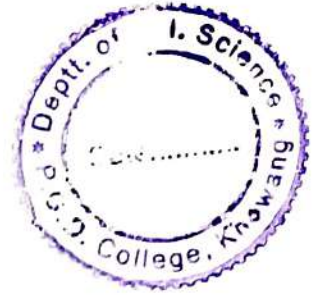


DAY/TIME	Semester	9AM-10AM	10AM-11AM	11AM-12NOON	12NOON-1PM	1PM-2PM	2PM-3PM	3PM-4PM
Monday	2 st		Core (BS)	GE (AS)		Core (BC)		TUTORIAL/EXTRA CLASS
	4 th	Core(BS)	Core (BC)		GE (BS)		Core(AS)	
	6 th	Core(AS)		DSE-3(BS)	DSE-4 (AS)	Core(AS)		
Tuesday	2 st	Core(BS)		GE (AS)		Core(BC)		
	4 th		Core(AS)	Core(BS)	GE(BS)		Core(BC)	
	6 th		Core(BS)		DSE-4(BS)	DSE-3 AS	Core(BS)	
Wednesday	2 st		GE (AS)	ENV(BS)	Core(BC)		Core(BS)	
	4 th	Core(BC)	Core(AS)	GE (BS)		Core(BS)	SEC	TUTORIAL/EXTRA CLASS
	6 th	Core(AS)		DSE-3 BS)	DSE-4 AS)	Core(AS)		
Thursday	2 st	Core(BC)	ENV BS)	GE (AS)		Core(BS)		
	4 th		Core (AS)	Core (BC)	GE (BS)		Core(BS)	
	6 th	Core(AS)	Core(BC)		DSE-3(AS)	DSE-4 BS)		TUTORIAL/EXTRA CLASS
Friday	2 st	Core(BC)	GE (BS)		Core(BS)	ENV(AS)		
	4 th	Core(BS)	Core(BC)		SEC BS)	Core(AS)	GE(BC)	
	6 th			Core	DSE-4(BS)	DSE-3 AS)	Core(BS)	
Saturday	2 st	Core(BC)	GE (AS)		Core(BS)			
	4 th	Core(AS)		Core(BC)		Core(BS)	GE(BS)	
	6 th		Core(BC)		DSE-3(BS)	DSE-4 AS)	Core	

- 1.AS-Archona Saikia
- 2.BS -Bhupen Saikia
- 3.BC-Birinchi Chetia


 Principal VC
 Pithubar Girls' Degree College
 Khowang


 (BHUPEN SAIKIA)
 Signature of HoD
 HOD
 Deptt. of Pol. Science
 P.G.D. College, Khowang
 Date.....



COURSE DISTRIBUTION
PITHUBAR GIRLS' DEGREE COLLEGE, KHOWANG
Department of Political Science
Session- 2022(25thMarch -15thAugust)
Even Semester

Classes/ Semester	Sl. No.	Course/Paper	Teacher
Semester- II	1	Honours C- 3 Political Theory Concepts and Debates	Bhupen Saikia
	2	Honours C- 4 Political Process in India	Birinchi Chetia
	3	GE 2-A Feminism	Archona Saikia
Semester- IV	4	Honours C-8 Political Processes and institutions and Comperative perspectives	Birinchi Chetia
	5	Honours C-9 Public Policy And Administration in India	Bhupen Saikia
	6	Honours C 10 Global Politics	Archona Saikia
	7	GE 4-A Politics Of Globalisation	Bhupen Saikia
Semester- VI	8	Honours C 13 Modern Political Philosophy	Birinchi Chetia
	9	Honours C -14 Indian Political Thought -II	Archona Saikia
	10	DSE 3B Understanding Global Politics	Archona Saikia
		DSE 4 A Indias Foreign Policy in a Globalising World	Bhupen Saikia


Principal Vc
Pithubar Girls' Degree College
Khowang


HoD
(BHUPEN SAIKIA)

HOD
Deptt. of Pol. Science
P.G.D. College, Khowang
Date.....

Teaching Plan 2022(March-August)

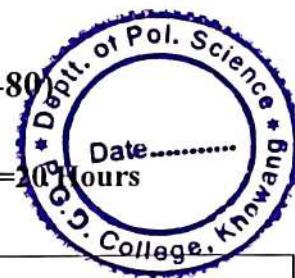
Political Science(Honours)

Course Code: C-3

Total Marks 100 (Internal Assessment –20 and End Semester-80)

Total Credit Assigned: 6 (5 in lecture +1 in Tutorial)

Total Class allotted for 13+13+13+13+12=64 Hours and Tutorial 4+4+4+4+4=20 Hours



Module-Political Theory Concepts and Debates


First Sessional Examination

Unit	Topic	Lecture	Tutorials	Name of the teacher
I	Freedom : Negative Freedom: Liberty; Positive Freedom: Freedom as Emancipation and Development, freedom and other concepts- equality, rights, Freedom of belief, expression and dissent	13	4	Bhupen Saikia
II	Equality : Types- Formal, Procedural, Substantive, Equality of Opportunity; Political equality-in terms of political relations as citizens; equal distribution of political power and influence; Egalitarianism: Background inequalities and differential treatment and Affirmative action	13	4	

Second Sessional Exam

III	Indispensability of justice : Procedural Justice- justice as Entitlement; Distributive Justice-Justice as distribution and its communitarian critique; Justice as capabilities and freedom; feminist accounts of Justice; Difference between procedural and substantial justice	13	4	Bhupen Saikia
IV	The Universality of Rights :Natural Rights-features, contractual and teleological views of natural rights; Moral rights and legal rights-their difference from natural rights, Bill of Rights versus common law, UDHR as moral rights; Three Generation of Rights; Rights and Obligations	13	4	
V	Major Debates : Relationship between state, political obligation and civil disobedience; challenges to the sovereignty of the State; Universality of human rights and cultural relativism; multiculturalism and tolerance; multiculturalism and the new wars of Religion (clashes of civilization) 12 Lectures and 4 Tutorials	12	4	


Signature of Faculty
(BHUPEN SAIKIA)


Signature of HOD
(BHUPEN SAIKIA)
HOD
Deptt. of Pol. Science
P.G.D. College, Khowang
Date.....



Syllabus Completion Certificate
Odd Semester, 2021
Department Of Political Science
Pithubar Girls' Degree College, Khowang

This to certify that I/We have entirely completed the syllabus of the each paper of the course that was allotted to me/us by the authority or consultation of department faculty members within the stipulated time.

Sl. No	Course/ Paper	Title of the paper/course	Semester	Year	Remarks
1	C 2	Constitutional Government and Democracy in India	1 st	2021	Completed
2	C 7	Perspective on International Relations and World History	3 rd	2021	Completed
3	DSE 1A	Contemporary Politics in Assam	5 th	2021	Completed
4	DSE 2A	Human Rights in a Comperative Perspective	5 th	2021	Completed

(BIRINCHI CHETIA)
Signature of Faculty member

(BHUPEN SAIKIA)
Seal and Signature of HoD

HOD
Dept. of Pol. Science
P.G.D. College, Khowang
Date.....



OFFICE OF THE PRINCIPAL

PITHUBAR GIRLS' DEGREE COLLEGE : KHOWANG

P.O. KHOWANG GHAT
DIST. DIBRUGARH (ASSAM), PIN-781001
& : (03754)-254561 / 99544-3678

e-mail : pithubarcollegekhowang@gmail.com



Ref. No.: PADC/KY/2022/1309

Date : 18/04/2022

To
Mrs. Snigdha Saikia
Tutor Assistant Professor,
Deptt. of Assamese

Subject: Appointment letter of Course Co-ordinator of ISMC.

Madam,

With reference to the subject cited above, you have been appointed as a Course Co-ordinator of ISMC of Pithubar Girls' Degree College, Khowang for the session 2022-2023.

You are also informed to conduct all the internal examination related activities of the College.

Copy to :

- 1) Vice Principal
- 1) HOD concern deptt.
- 1) Office file

Principal

Principal I/C
Pithubar Girls' Degree Collage
Khowang



Date – 28/4/2022

To

Mrs. Archona Saikia

Assistant Professor

Dept. of Political Science

Sub: Question paper setting for 1st Sessional Exam/.2022(EVEN SEMESTER)

Dear Sir/Madam,

I have the honour to inform you that the 1st sessional exam will be held from 4th May 2022. So I request you to set your concerned question papers and submit the same to undersigned authority on or before 2nd may 2022.

With best regards,

Yours Faithfully

HOD
Dept. of Pol. Science
P.G.D. College, Khowang
Date.....
(BHUPEN SAIKIA)

HOD, Dept. of Political Science