

Affiliated by Dibrugarh University

Metric Number:	The Institute ensures effective curriculum delivery through a well-
1.1.1	planned and documented process including Academic Calendar and
	conduct of continuous internal assessment.

### **Academic planning and Internal Semester Monitoring System:**

The role of the Internal Semester monitoring Committee (ISMC) is an essential part of the higher educational institution. ISMC is addresses the academic issue of the students. It monitors the attendance and performance of the students, counsel them and provide means to overcome their drawbacks through the student mentoring system. After the announcement of the results the ISMC analyse the results and attendance to improve the regularity, grades and personality of the students.

#### **Policy for Internal Semester Monitoring Committee:**

**Purpose:** Purpose is to monitor the educational process adopted by the institution and suggest corrective measures for effective curriculum delivery.

**Mechanism:** To monitor engagement and non-engagement of classes through teachers time table (Class routine), teaching plan and daily report submitted by the concerned teachers. It involves both qualitative and quantitative analysis of academic process.

**Qualitative and Quantitative:** Qualitative analysis such as interaction with HoD, concerned teachers and students and qualitative analysis such as attendance report, engagement and non-engagement of teachers in the classes.

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Coordinator, IQAC





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#### **Functions of ISMC:**

#### **Collection:**

- (a) To collect attendance report every month from the department. After assessment of the attendance, ISMC communicate with the departments for measures to be taken to improve the attendance.
- (b) Engagement and non-engagement report and analysis to submitted to the Principal and coordinator of IQAC.

#### **Analysis and Interpretation:**

Analysis to be based on teaching plan, engagement and non-engagement of teachers, discussion with HoD and remarks to be reported to the administration.

Action and decision making: ISMC, concerned HoD and administration.

**Presentation:** ISMC to present and submit a report at the end of each semester to IQAC and administration.

**Dissemination to Students:** During the induction programmes Principal/Coordinator of ISMC/ HoDs can brief the students regarding academic plans and programmes of the Institution.

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### **Composition of ISMC:**

Principal of the College Chairperson

One Vice Principal as the Vice chairperson

One Coordinator

All HoDs of the departments

Other members may be appointed as per the requirement by ISMC

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## **Internal Semester Monitoring Committee**



#### JORHAT KENDRIYA MAHAVIDYALAYA

KENDUGURI, JORHAT-785 010, ASSAM

Re-accredited by NAAC with Grade B\*\*
Phone # 0376-2350009, e-mail: jkmprincipal@rediffmail.com. Fax # 0376-2350009 Website: www/jorhatkendriyamahavidyalaya.in

Ref : JKM/PL/Notice/2014

Date: 05-08-2014

#### Notice

It is notified for the all the faculties of both Arts and Science that the Internal Semester Monitoring Committee for the College is constituted with the following members-

- 1. Chairperson: Dr MunindraKonwar
- 2. Vice Chairperson: Dr Gonesh Ch Borah
- 3. Coordinator: Pranjal Dutta
- 4. Members: All HoD's of the teaching Department

The Committee will exercise its power and functions as per guidelines given by Dibrugarh University for the smooth running of the undergraduate semester system.



(Dr. M. Konwar) Principal Jorhat Kendriya Mahavidyalaya

Principal Jorhat Kendriya Mahavidyalaya Kenduguri, Jorhat- 10

Pranjal Dutta Coordinator, IQAC





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## **Notice regarding College CBCS board**



KENDUGURI, JORHAT-785 010. ASSAM

Re-accredited by NAAC with Grade B\*\*
Phone # 0376-2350009, e-mail: <u>ikmprincipal@rediffmail.com</u>. Fax # 0376-2350009
Website: www/jorhatkendriyamahavidyalaya.in

Ref: JKM/PL/Notice/2021

#### Notice

Date:01-04-2021

It is a general notification for the teaching staff of Arts & Science stream that the college CBCS Board was formed on 31.03.2021 as per the Dibrugarh University guide lines (vide notification no DU/DR-A/6-1/19/412) with the following members-

- Chairperson: Dr. Dulen Saikia
- 2. Vice Chairperson: Dr. Gonesh Ch Borah
- 3. Academic Vice Principal:
  - a. Dr. Barnali Saikia (Arts)
  - b. Ely Phukan (Science)
- 4. Associate Academic Vice Principal
  - a. Nibedita Baruah (Arts)
  - b. Rajib Bordoloi (Science)
- 5. Coordinator: Pranial Dutta
- Members: All HoD's of the teaching Department.

The committee will exercise its power and functions as per the CBCS guidelines given by Dibrugarh University for the smooth running of the undergraduate semester system.



Principal

Jorhat Kendriya Mahayidyalaya Jornat Kendriya Mahavidya Kenduguri, Jornat-10

Pranjal Dutta Coordinator, IQAC



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### Sample copy of IMSC proceeding, 2017

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#### Sample copy of IMSC proceeding

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## Sample copy of IMSC proceeding, 2021

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**Pranjal Dutta**Coordinator, IQAC

