

NORTH-EASTERN HILL UNIVERSITY
SHILLONG - 7930 01

No.AC:39-1/CONF/90-221 Dated Shillong the 22nd June, 1990.

To

All Members of the
Academic Council,
N. E. H. U.

Subject : Agenda papers(Part-II) for the 39th meeting of
the Academic Council.

Sir/Madam,

I am forwarding herewith the Agenda papers
(Part-II) for the 39th meeting of the Academic Council
scheduled to be held on the 23rd June, 1990 at 11:00 A.M.
for favour of your information and consideration.

Yours faithfully,



(H.W.T. Syiem)
Officer on Special Duty.

Enclo : a.a.

NORTH-EASTERN HILL UNIVERSITY
SHILLONG

AGENDA PAPERS FOR THE THIRTY-NINTH MEETING OF THE ACADEMIC COUNCIL
(PART - II)

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5:6 -Establishment of new Departments/Centres/Courses

(vi) Three-year integrated degree programme-

The Council in its 38th meeting held on the 3rd March, 1990 considered the report of the Committee on the common structure for the three-year integrated under-graduate degree programme (Pass and Honours) but desired the Committee once again to look into the year-wise distribution of marks and the number of papers for the courses. The Council also decided that the Committee may also examine the comments that may be sent by various Departments and Schools. Accordingly the Committee re-considered the matter and submitted the revised proposal. The basic course structure for the under-graduate Arts, Commerce and Science streams may be seen at Annexure - A. Two alternative schemes for the three-year under-graduate programme (General and Honours scheme) have also been submitted by the Committee. The Scheme (A) may be seen at Annexure - B and the Scheme (B) may be seen at Annexure - C.

The matter is placed for consideration of the Council.

BASIC COURSE STRUCTURE FOR THE UNDERGRADUATE ARTS,
COMMERCE AND SCIENCE STREAMS

Total marks for General Stream - 1400

Total marks for Honours stream - 1600

B.A.

B.A. (General)

B.A. (Honours)

Subject	No. of papers	Total marks	Subject	No. of papers	Total Marks
English	3	100x3 = 300	English	3	100x3=300
MIL/Alt.English	1	100x1 = 100	MIL/Alt.English	1	100x1 =100
Foundation Course	1	100x1 = 100	F.C.	1	100x1 = 100
Three Elective subjects	3x3=9	100x3x3=900	One Elective	3	100x3 =300
			(Another elective is dropped)		
			Honours subject	8	100x8 =800

B.Com (General)

B.Com.

B.Com(Honours)

English	1	100x1 =100	English	1	100x1 =100
MIL/Alt.Eng.	1	100x1 =100	MIL/Alt.Eng.	1	100x1 =100
F.C.	1	100x1 =100	F.C.	1	100x1 =100
Commerce	11	100x11 =100	Elective Papers	5	100x5 =500
			Honours subject	8	100x8 =800

B.Sc.

B.Sc.(General)

B.Sc.(Honours)

English	1	100x1 =100	English	1	100x1 =100
F.C.	1	100x1 =100	F.C.	1	100x1 =100
Three elective subjects	3x4=12	100x12=1200	Two electives	3x2=6	100x3x2=600
			Honours subject	8	100x8 =800

TOTAL

1400

TOTAL

1600

TWO ALTERNATIVE SCHEMES FOR THE THREE YEAR UNDERGRADUATE DEGREE PROGRAMME
(GENERAL AND HONOURS SCHEME)

SCHEME - A

In this scheme, students have to exercise option for either the general or Honours stream in a particular subject right at the admission stage.

Subject	<u>GENERAL</u>			B.A.	<u>HONOURS</u>			
	Part-I Exam.	Part-II exam	Total		Subject	Part-I Exam	Part-II Exam	Total
English	200	100	300		English	200	100	300
MIL/Alt. English	-	100	100		MIL/Alt English	-	100	100
F.C.	100	-	100		F.C.	100	-	100
Elective-I	200	100	300		Elective	200	100	300
Elective -II	200	100	300		-	-	-	-
Elective-III	200	100	300		Hons. subject	400	400	800
TOTAL	900	500	1400		TOTAL	900	700	1600
<u>B.Com</u>								
	<u>GENERAL</u>				<u>HONOURS</u>			
English	-	100	100		English	-	100	100
MIL/Alt. English	100	-	100		MIL/Alt. English	100	-	100
F.C.	100	-	100		F.C.	100	-	100
Commerce	700	400	1100		Elec.Comm. Honours	300 400	200 400	500 800
TOTAL	900	500	1400		TOTAL	900	700	1600
<u>B.Sc.</u>								
	<u>GENERAL</u>				<u>HONOURS</u>			
English	-	100	100		English	-	100	100
F.C.	100	-	100		F.C.	100	-	100
Elective-I	300	100	400		Elc. I	200	100	300
Elec-II	300	100	400		Elec. II	200	100	300
Elec-III	300	100	400		Honours	400	400	800
TOTAL	1000	400	1400		TOTAL	900	700	1600

ANNEXURE-'C'

SCHEME - B

In this Scheme-

- (1) First two years programme is common for the General and Honours stream requiring no duplication of labs, infrastructural facilities etc.
- (2) The students will have a choice to opt for either the Honours or the General programme as well as to choose one of the three electives as a honours subject at the end of second year. This will provide an opportunity for a better conscious decision.

B.Sc.

<u>GENERAL</u>				<u>HONOURS</u>			
<u>Subject</u>	<u>Part-I</u>	<u>Part-II</u>	<u>Total</u>	<u>Subject</u>	<u>Part-I</u>	<u>Part-II</u>	<u>Total</u>
English	-	100	100	English	-	100	100
F.C.	100	-	100	F.C.	100	-	100
Elec.-I	300	100	400	Elec. I	300	-	300
Elec. II	300	100	400	Elec. II	300	-	300
Elec. III	300	100	400	Honours subject	300	500	800
T O T A L	1000	400	1400	TOTAL	1000	600	1600

<u>GENERAL:</u>			<u>COMMERCE</u>	<u>HONOURS</u>			
English	-	100	100	English	-	100	100
MIL/Alt. Eng	100	-	100	MIL/Alt. Eng	100	-	100
F.C.	100	-	100	F.C.	100	-	100
Commerce	700	400	1100	Elec. commerce	300	200	500
				Hons.	400	400	800
TOTAL	900	500	1400	TOTAL	900	700	1600

B.A.

<u>GENERAL</u>				<u>HONOURS</u>			
English	200	100	300	English	200	100	100
MIL/Alt. Eng	100	-	100	MIL/Alt. Eng	100	-	100
F.C.	100	-	100	F.C.	100	-	100
Elec. I	200	100	300	Elec. I	200	100	300
Elec. II	200	100	300	Elec. II	-	-	-
Elec. III	200	100	300	Hons.	200	600	800
TOTAL	1000	400	1400	TOTAL	800	800	1600

- (vii) Starting of Honours courses by the Department of English at Kohima.

The Department of English at Kohima campus was established in 1979. In the initial years, the admission of students in the Department was very encouraging. However, with the decision of the University to have honours degree in the subject concerned to be eligible for admission to post-graduate courses, the number of students seeking admission in the English Department has come down considerably and the Department at Kohima had to go without any admission during the sessions 1985-86, 86-87 and 87-88. During the current session i.e., 1990-91 also not a single student has come for admission.

The Arts College Kohima is the only college offering honours in English at Kohima. The number of students seeking admission for honours course at Arts College, Kohima is also not encouraging. This year, only two students has passed B.A(Honours) in English from this College. This is considered to be one of the main reasons for not having students for M.A English at Kohima campus. Of course, there are other reasons also such as inadequacy of teachers and facilities. In order to encourage the students to come forward, the Council may take a decision as to whether the Department of English at Kohima campus can start and run honours course in English as has been done in some other Universities in the country. This would help the University to get more students at Post-graduate level in the future.

The matter is placed before the Council for consideration.

- (viii) Admission into first year Pre-University (Agri.) course during 1990-91 session .

The School of Agricultural Sciences and Rural Development, Medziphema runs on semester system basis and its academic year is from mid year to mid year. The new admission for 190-91 session would be in August, The intake capacity is 40 and 20 respectively in PU(Agri.) and B.Sc.(Agri.) courses. The admission into Post-graduate courses would depend on circumstances.

The hostel accommodations available in the institution would not be sufficient to accommodate the new entrants, in August, 1990.

There would be accommodation to admit students into B.Sc.(Agri.) and P.G.courses only, and therefore the Academic Council may like to consider and decide on either of the following lines:-

- (a) The admission into PU(Agri.) course may not be done during the ensuing session.
- (b) Sufficient fund should be immediately placed with the institution to erect temporary structures to accommodate atleast 30 hostelers.

The matter is placed before the Council for consideration.

6:6:1:(1)

Item No. 6 ADMINISTRATIVE MATTERS :

6:6 Service Condition/Financial & Other Benefits

(i) Format for Performance Appraisal of College and University Teachers - Recommendations of the Committee.

In pursuance of resolution No.AC:38:90:04:(i) adopted at the 38th Academic Council meeting a Committee was constituted to examine the University Grants Commission format for Performance Appraisal of College and University Teachers.

The Committee has submitted its report and the same is placed at Annexure-'A'. The format as amended and recommended by the Committee is placed at Annexure-'B'.

The matter is placed before the Council for consideration.

6.6.1(2)

Minutes of the Committee to examine the format
for performance appraisal of College and University
teachers
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The Committee was constituted under Notification
No.AC:38-4/Conf/90-82 dated 21.4.90 with the following members :

Prof. M.Miri, Deptt. of Philosophy . . Convener
Prof. H. Junjappa, Deptt. of Chemistry . Member
Prof. A.N. Rai, Deptt. of Bio-Chemistry " "
Prof. R.S.Lyngdoh, Deptt. of Khasi . . "
Prof. D.K.Ratha, Deptt. of Zoology . . "
Prof. B.Pakem, Deptt. of Pol.SC . . "
Shri H.W.T.Syiem, Officer on Special . . "
Duty.

The Committee met on two occasions to examine the format
circulated by the UGC for performance appraisal for College and
University teachers. In the first meeting held on 8.5.90 the
following members were present:

Prof. M. Miri - Convener
Prof. A.N. Rai - Member
Prof. D.K.Ratha "
Shri H.W.T.Syiem "

The second meeting was held on 15.6.90 in which the
following members were present :

Prof. M. Miri - Convener
Prof. A.N. Rai - Member
Prof. B. Pakem "
Shri H.W.T.Syiem "

The format of the performance appraisal with other enclosures
was examined at length. The Committee recommended that the format may
be in one consolidated report. Appendix 2 and appendix 3 were there-
fore clubbed together. However, the format was then divided into two
parts. Further modifications were also made to the format given by
the U.G.C.

The amended performance appraisal report as recommended
by the Committee is submitted for consideration of the Academic
Council.

Sd/-
(M. Miri)
Convener.

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PERFORMANCE APPRAISAL REPORT -I *
SELF APPRAISAL

A. General information

- (a) Name Fn.No.
 (b) Address (Residential)
 (c) Designation
 (d) Department
 (e) Date of Birth
 (f) Ages of Specialization
 (g) Date of Appointment
 (i) in the Institution
 (ii) in the Present Post
 (h) Honours Conferred.

B. Research Experience & Training

Research Stage	Title of Work/Theses	University where the work was carried out
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M.Phil. or equivalent

Ph.D.

Post Ph.D. Degrees

Post-Doctoral Research.

Publications (give a list separately) along with off-print/xerox copy of each paper.

Research Guidance (give names of students guided successfully) for M.Phil/Ph.D

Training (please specify)

C. Research Projects

Title of the Project	Name of the Funding Agency	Duration	Remarks
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* For teachers already in employment at the time of introduction of the scheme and for new entrants at the time of joining of the institution.

D. Seminars, Conferences, Symposia Workshops etc., in which participated/organised

Name of the Seminar/ Conference/Symposia Workshop etc.	Name of the Sponsoring Agency	Place and Date	Nature of Participation/ Organisation.
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E. Teaching Experience

Courses Taught	Name of University/ College/Institution	Duration how spent (No. of Tutorials etc) on Lectures/Tutorials/ Practicals/Ph.D/M.Phil Supervision
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- i) U.G. (B.A./B.Sc.,
etc. pass)
(B.A./B.Sc. etc., Hons.)
- ii) PG (M.A./M.Sc.,
etc.)
- iii) M.Phil/ Ph.D
- iv) Any other

Total Teaching Experience (No. of years)

- | | | |
|-----------------------------|-------|-----------------|
| (a) Under-graduate (Pass) : | _____ | (Mention the |
| (b) Under-graduate (Hons.): | _____ | Academic year) |
| (c) Post-graduate : | _____ | " |
| | | " |

F. Comments Innovation Contribution to Teaching & Comments

- (a) Design of curriculum :
- (b) Teaching methods/in Remedial Teaching/Student Counselling
- (c) Laboratory experiments:
- (d) Evaluation methods:
- (e) Preparation of resource material including books, reading materials, laboratory manuals etc.
- (f) Any other

Contd../

G. Participation in Corporate Life:

Please give a short account of your contribution to :

- (a) College/University/Institution
- (b) Co-curricular Activities
- (c) Enrichment of Campus Life
(sports, games, cultural activities)
- (d) Students Welfare and Discipline
- (e) Membership/Participation developmental bodies

H. (a) Membership of Professional Bodies, Societies etc.

- (b) Editorship of Journals or membership of Editorial Committees/Boards

I. Administrative Work

J. Any other information.

PART -IIPERFORMANCE APPRAISAL REPORT-II
SELF APPRAISAL**A. Teaching**

- (a) Regularity and Punctuality
- (b) Details of participation in the following:
 - (i) University Evaluation
 - (ii) Internal Evaluation
 - (iii) Paper setting
 - (iv) Assessment of Home assignments
 - (v) Conduct of Examinations
 - (vi) Evaluation of Dissertation etc.

B. Improvement of Professional Competence.

- (a) Details regarding refresher courses/orientation attended, participation in summer schools, workshops, seminars, symposia etc. including open university courses/M.Phil/Ph.D.

C. Research Contribution

- a) Number of students(M.Phil/Ph.D)

At the beginning of the year	Registered during the year	Completed during the year
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M.Phil		
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Ph.D.		
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- b) No. of research papers published (please enclose list)

- c) Patents taken, if any, give a brief description.

D. Assessment

- (a) Steps taken by you for the evaluation of the course programme taught.

E. General Data

State brief assessment of your performance indicating
(a) achievements, (b) difficulties faced and (c) suggestions for improvement.

Signature of the Teacher

F. *Verification of Factual data.

- A. General Information
- B. Teaching
- C. Details of Innovations/Contribution in Teaching, during the year.
- D. Improvement of Professional Competence
- E. Research contributions
- F. Extension Work/Community Service
- G. Participation in Corporate Life

Signature of the Person authorised.

* By a person to be nominated by Principal/Vice-Chancellor.