

MEETING MINUTES

On 25th February, 2022 at 10 a.m. the controller of examination had a meeting with the Principal for the 2nd assignment for the ongoing even semester at the IQAC office. The 2nd Assignment which was decided for written assignment in the first meeting was changed according to NAAC based on curriculum enhancement and extension activities which are also an experiential learning. There will be only one assignment and the mark secured in it will be awarded for all the subjects. The Class teachers will monitor the assignment process.

Action taken report:

1. 6th semester students will do the survey in different schools in Kohima town base on the topic of 'Impact of Covid-19 on Online Education in respect of School Education'. They will visit 10 Government schools and 10 Private schools. Each student will submit the report along with geo-tagged photo to their class teacher.
2. 4th semester will conduct the awareness programme in different localities and each group will submit the report along with geo-tagged photos to class teacher.
3. 2nd semester will have a field visit to various offices and each group will submit the report along with geo-tagged photos to class teacher.


DBCK
Internal Quality Assurance Cell
Coordinator


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Controller of Examinati

DBCK



OFFICE OF THE CONTROLLER OF EXAMINATIONS

DON BOSCO COLLEGE, KOHIMA

Dbckce/evensem/-06

NOTICE 2ND ASSIGNMENT

01/03/2022

Date :

This is to notify that the 2nd Assignment for this semester will be based on NAAC requirement of experiential learning. There will be only one assignment and the mark secured in it will be awarded for all the subjects. The Class teachers will monitor the assignment process.

6th semester

6th semester students will conduct a survey on the topic "Impact of COVID -19 on online education- Private schools and Government schools of Kohima town: An exploratory study"

- Students of each department will be divided into groups of five members
- The survey will be done in groups through questionnaire.
- The groups will visit the allotted schools and interview the Teachers, Parents and students. They will collect the data required for the questionnaire.
- The groups will take Geo tagged photo of school, the interviewee.
- Each Student will submit an assignment in Google classroom of the activity carried out with a report of five pages (2500 to 3000 words) excluding the Geo tagged photos.

4th semester

4th semester students will conduct awareness programme in Kohima town on environment, Gender sensitivity, Human rights, human values, cultural values, health hazards, etc.,

- Students of each department will be divided into groups of five members.
- Every group will visit 5 households.
- The awareness programme will be done in groups through creative ways.
- The groups will visit the families in allotted area. They will conduct awareness programme allotted to them.
- The groups will take Geo tagged photos of their event and record the response of the families.
- Each group will submit an assignment in Google classroom of the activity carried out with the report and Geo tagged photos and the report must be of five pages (2500 to 3000 words) excluding the Geo tagged photos.

2nd semester

2nd semester students will carry out field visit to Government offices related to their department in Kohima town.

- Students of each department will be divided into groups of five members
- The field visit will be done in groups.
- The groups will visit the respective Government offices. During the visit the groups will learn the vision, mission, and the activities carried out by the respective offices.
- The groups will take Geo tagged photos of the office, interaction and record the interactions.
- Each group will submit an assignment in Google classroom of the activity carried out with the report and Geo tagged photos and the report must be of five pages (2500 to 3000 words) excluding the Geo tagged photos.

Sd/-
Principal


Controller of Examinations

Action taken report

In 3rd March, 2022 from 4:30pm to 6:00pm the controller of examination along with the principal had an online meeting with each semester's class teachers separately for the 2nd semester.

1st semester- Survey

- 1. On the suggestion of the teachers, schools were allotted to each department where class teachers are to divide students among their class.
- 2. 10 government schools and 10 private schools
- 3. The survey for each school is 20 students, 10 teachers and 10 parents.

2nd semester- Awareness Program


- 1. With the suggestion of the teachers colonies were allotted to each department where class teachers are to divide students among their class.
- 2. 53 colonies in Kohima were given to students to conduct awareness program.
- 3. 5 students in a group

3rd semester- Field Visit

- 1. With the suggestion of the teachers different offices were allotted to each department where teachers are to divide students among their class.
- 2. Visitation to 53 government offices in Kohima is allotted to the students.
- 3. 5 students in a group

On the suggestion of the teachers a Report Writing template was given by the Controller of Examination.

As requested, SOP for Field Visit, Awareness Program and Survey was given by the Controller of Examination.

 4/5/2022
Controller of Examination



OFFICE OF THE CONTROLLER OF EXAMINATIONS

DON BOSCO COLLEGE, KOHIMA

Ref. No. : dbckce/evensem/07

6th Semester- SURVEY 2022

Date :

Impact of Covid-19 on Online Education in respect of School Education: A Case Study Kohima STUDENTS ALLOTMENT

Government Schools

Sl.No	Name of the School	Department and Total Students	Allotted Students	Survey to collect
1	Ruzhukhrie Govt. Hr. Sec.School, High School Colony, Kohima Town	Education and Sociology 7	3 Std 2 Std 2 Std	20 students 10 staff 10 parents
2	T.M Govt. Hr. Sec School, Billy Graham Road Colony, Kohima Town.	Education 8	4 Std 2 Std 2 Std	20 students 10 staff 10 parents
3	Dr.N. Kire Govt. Hr Sec School, Seikhezou Colony, Kohima Village	Education 8	4 Std 2 Std 2 Std	20 students 10 staff 10 parents
4	Govt. High School, New Market, Kohima Town	Education 8	4 Std 2 Std 2 Std	20 students 10 staff 10 parents
5	Govt. High School, Pwd Colony, Kohima Town	Sociology 8	4 Std 2 Std 2 Std	20 students 10 staff 10 parents
6	Govt. High School, Chandmari, Kohima Town	Sociology 8	4 Std 2 Std 2 Std	20 students 10 staff 10 parents
7	GMS, D. Khel, Kohima Village	English 8	4 Std 2 Std 2 Std	20 students 10 staff 10 parents
8	GMS, P. Khel, Kohima Village	English 8	4 Std 2 Std 2 Std	20 students 10 staff 10 parents
9	GMS, L. Khel, Kohima Village	English 8	4 Std 2 Std 2 Std	20 students 10 staff 10 parents
10	GMS, T. Khel, Kohima Village	English and Political Science 8	4 Std 2 Std 2 Std	20 students 10 staff 10 parents

*The other students, each student should collect 5 surveys in which category they are assigned.

**For students of 7 members in a group, (3 stds) assigned for 20 students survey. Kindly follow this

format: 1 student= 6 survey

1 student= 7 survey

1 student= 7 survey


Controller of Examinations

Impact of Covid-19 on Online Education in respect of School Education: A Case Study in Kohima

STUDENTS ALLOTMENT

Private Schools

Sl.No	Name of the School	Department and Total Students	Allotted Students	Survey to be collected
1	Don Bosco Hr. Secondary School, Kohima Village	Political Science 7	3 Std 2 Std 2 Std	20 students 10 staff 10 parents
2	Christ King Hr. Secondary School, Kohima Village	Political Science 8	4 Std 2 Std 2 Std	20 students 10 staff 10 parents
3	Baptist High, Kohima Village	Political Science 8	4 Std 2 Std 2 Std	20 students 10 staff 10 parents
4	Khedi Baptist Hr. Secondary School, Kohima Village	Political Science 8	4 Std 2 Std 2 Std	20 students 10 staff 10 parents
5	Mount Carmel Hr. Secondary School, High School Kohima	Political Science 8	4 Std 2 Std 2 Std	20 students 10 staff 10 parents
6	Mount Hermon Hr. Secondary School, Kenouzou Kohima	Political Science 7	3 Std 2 Std 2 Std	20 students 10 staff 10 parents
7	Bayavii Hr. Secondary School, Kohima	History 8	4 Std 2 Std 2 Std	20 students 10 staff 10 parents
8	Grace Hr. Secondary School, High School Road, Kohima	History 8	4 Std 2 Std 2 Std	20 students 10 staff 10 parents
9	Children Christian School, Mission Road Kohima	History 8	4 Std 2 Std 2 Std	20 students 10 staff 10 parents
10	Charity School Kohima, Nagabazar Kohima	History 7	3 Std 2 Std 2 Std	20 students 10 staff 10 parents

***The other students, each student should collect 5 surveys in which category they are assigned.**

****For students of 7 members in a group, (3 stds) assigned for 20 students survey. Kindly follow this**

format: 1 student= 6 surveys

1 student= 7 surveys

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OFFICE OF THE CONTROLLER OF EXAMINATIONS

DON BOSCO COLLEGE, KOHIMA

04/03/2022
Date :

dbckce/evensem/08
No. :

4th Semester- Awareness Program 2022

ALLOTMENT OF TOPICS AND LOCALITIES

Topics for Education Department

1. COVID-19 Protocols- Tinpati Colony
2. Sexual Harassment prevention- High School Colony
3. Violence against women- Bayavii Colony
4. Right to Education- Midland Colony

Topics for English Department

1. Gender justice- Don Bosco Colony
2. Gender Legal Awareness - T Khel Kohima Village
3. Gender Sensitivity- L Khel Kohima Village
4. Safety and Empowerment of Women- P Khel Kohima Village
5. Save Girl Child- D Khel Kohima Village
5. Naga Human Values- Kenouzou Colony
6. Gender discrimination- Medical College Colony

Topics for History Department

1. Universal Human Values- D Block Colony
2. Peace- Naga Bazar Colony
3. Non-violence- Fishery Colony

Topics for Political Science Department

1. Civil and Political Rights- Daklane Colony
2. Freedom of Speech- New Market Colony
3. Consumer Rights- TCP Gate Colony
4. Child Rights- Phoolbari Colony
5. Child Labour- Officers Hill Colony
6. Women Rights- Naga Hospital Colony
7. Constitutional Human Rights- Upper Chandmari Colony
8. Domestic Workers Rights- Lower Chandmari Colony
9. Air Pollution- AG Colony
10. Water Pollution- Ministers Hill Colony


Controller of Examinations



OFFICE OF THE CONTROLLER OF EXAMINATIONS

DON BOSCO COLLEGE, KOHIMA

2nd Semester

Field Visit

Ref. No. : Dbckce/evensem/07

Date 04/03/2022

Education Department

1. Directorate of Higher Education
2. Nagaland Board of School Education
3. SCERT
4. Evaluation Department

English Department

1. Directorate of Art and Culture
2. IGNOU
3. Rural development
4. Motor vehicle Department
5. Nagaland Aids Control Society
6. Nagaland State Disaster Management Authority
7. Nagaland University, Meriema Campus

History Department

1. Department of Tourism
2. Museum
3. Agriculture Department
4. Veterinary and Animal Husbandry
5. Soil and Water Conservation
6. Information and Public Relation Department
7. Industries & Commerce
8. Nagaland Inner Line Permit

Political Science Department Shift -1

1. Administrative Training Institute Kohima
2. Chief Electoral Office
3. Kohima Municipal Council
4. NPSC
5. Rural Development
6. Youth Resources and Sports
7. Kohima Municipal Council
8. Kohima Deputy Commissioner Office
9. Labour and Employment
10. Gauhati High Court Kohima Bench


Controller of Examinations

Sociology Department

1. Department of Social Welfare
2. Health and Family Welfare
3. Information Technology & Communication
4. Fire and Emergency Services
5. Land Records and Survey
6. Legal Metrology and Consumers Protection

Psychology Department

1. Kohima Mental Hospital
2. National Informatics Centre
3. Nagaland State Commission for Women
4. Nagaland Public Works Department
5. Technical Education Department
6. Urban Development Department

Commerce Department

1. Directorate of Treasuries and Accounts
2. Department of Industries and Commerce

Political Science Department Shift- 2

1. Police Headquarter Kohima (PHQ)
2. Superintendent of Police Kohima
3. Department of Power
4. Nagaland Legislative Assembly
5. Vigilance
6. Nagaland Pollution Control Board
7. Nagaland Home Guard and Civil Defense
8. Irrigation and Flood Control
9. Horticulture
10. Home Department

SOP for field visit

1. Follow the COVID-19 protocol while visiting the offices
1. Collect the authorization letter from the HOD and produce it to the officer on the day of your visit
2. Collect the following information : Vision, mission, Activities, history of the department, qualification required for various posts, contribution to State Govt., function in the Government, achievements, problems, relevance of the department, future plans.
3. Take a Geo tagged photo at the entrance of the office along with the officer.



8th Academic Council Meeting

Notice

16th September, 2022

It is hereby notified to all the Academic Council members that there will be a committee meeting on 23rd September, 2022 at 12:00 P.M. in IQAC room. The Agenda of the Meeting is to discuss on internal assessment process for the 6th Semester, 4th Semester and 2nd Semester

All the members are requested to be present in the meeting.

Sd/-

Tsutshowe-u Sekhamo
Convenor
Academic Council, DBCK

Don Bosco College Kohima 8th Academic Council Meeting

Meeting Minutes

1. The 6th Semester students will undertake project work as part of their internal assessment for the academic session 2022-23. The students will be divided into groups and each group will undertake different research topics. Faculties from the departments of Education, English, History, Sociology and Political Science will supervise each group.
2. The 4th Semester students will undertake Awareness Programme which will be held in different localities of Kohima.
3. For the 2nd Semester students, they will go for field work in government offices, NGOs and villages for collection of datas.
4. Selection of topics for research work should be relevant to the current curriculum prescribed by the affiliating University.
5. The discussed agendas are forwarded to the Controller of Examination for implementation.

Don Bosco College Kohima

Academic Council

Attendance

Sl. No	Name	Department	Signature
1.	Mrs. Santha Ariji	Pathology	Ariji
2.	Dr. TOVIKA SWU	Pol-Science	Tor
3.	Dr. Peshimela	English	Amur
4.	Dr. Imthano Longkum	Education	All
5.	Savitri Puchio	Commerce	thuyandis
6.	RUOVIKOKHONUD E. PIENJU	Psychology	[Signature]
7.	Tsutshowe-ü Sekhamo	History	[Signature]
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10.			
11.			
12.			
13.			
14.			
15.			

Sd/-

Tsutshowe-ü Sekhamo

Convenor

Academic Council, DBCK