

Department of Economics
Holy Cross College Agartala.

Ref. No. HCC-AGT/ECO/MM/2025-02

Date: 19th of February, 2025

Meeting Minutes

The Department of Economics had a departmental meeting on the mentioned date in **Room No. G2:**

Date: 19.02.2025

Time: 1:30 PM to 2:30 PM

Attendees: Sukanya Sen (Department Head), Mubdiul Hassan (Faculty).

The agenda of the meeting was:

- 1. Exam Results analysis and the findings.**
- 2. Class Attendance and your observations.**
- 3. Mentor-Mentee report and its impact.**
- 4. SWOC report of the department.**

Agenda Items

1. Exam Results Analysis and Findings

- The department reviewed the exam performance across different subjects and semesters.
- Observations from the first and second internal assessments indicate:
 - High-performing students: Aditi Dey, Annanya Debbarma, Mamita Debbarma, Sayari Debbarma, Ritushree Singha.
 - Consistently low performers: Bahai Jamatia, Adition Debbarma, Kwthar Debbarma, Riyaj Debbarma.
 - Absenteeism was a significant issue, particularly for Bahai Jamatia and Prince Debbarma.
 - Students performed better in EC 302 C than in EC 301 C, requiring additional focus on the latter.
 - The overall class average suggests room for improvement, with faculty recommending remedial classes for struggling students.

2. Class Attendance and Observations

- Attendance records show that:
 - Students with excellent attendance (>90%): Aditi Dey, Annanya Debbarma, Mamita Debbarma, Sayari Debbarma.

- Students with critically low attendance (<50%): Bahai Jamatia (30%), Bijoya Kalai (47%), Emon Debbarma (45%).
- There is a direct correlation between poor attendance and low academic performance.
- Faculty recommended issuing attendance warnings and conducting mentorship sessions for low-attending students.

3. Mentor-Mentee Report and Its Impact

- The mentoring system has yielded mixed results:
 - Students with active mentor engagement showed notable improvement in participation and grades.
 - However, students with persistent attendance and performance issues require additional one-on-one intervention.
 - Faculty suggested more structured mentor-mentee sessions and periodic reviews to track progress effectively.

4. SWOC Report of the Department

- **Strengths:**
 - Dedicated faculty with strong subject expertise.
 - High-performing students who consistently excel.
 - Effective mentor-mentee program.
- **Weaknesses:**
 - Persistent absenteeism among certain students..
 - Lack of participation in group discussions and assessments by weaker students.
- **Opportunities:**
 - Implementing remedial classes and additional academic support.
 - Encouraging faculty-student interaction beyond class hours.
- **Challenges:**
 - Addressing absenteeism without compromising academic rigor.
 - Motivating struggling students to actively participate in learning activities.
 - Ensuring all students meet minimum academic requirements.

Action Points & Recommendations

- Faculty will conduct follow-up sessions with low-performing students.
- Strict attendance monitoring and necessary interventions.
- Enhancement of the mentor-mentee framework with structured periodic evaluations.
- Faculty members will introduce innovative teaching methodologies to enhance student engagement.

Next Meeting:

- A meeting will be held on March 5th to analyze and discuss action plans regarding the performance of minor and interdisciplinary courses taken by students of the Department of Economics. This meeting will follow updates from the relevant departments on these subjects.

Minutes Prepared By:

Hassan
19/02/2025

Mubdiul Hassan

[Faculty Representative]

Department of Economics

Holy Cross College, Agartala

19.02.2025

Countersigned By:

Sukanya Sen
19/02/2025

Sukanya Sen

Head of Department

Department of Economics

Holy Cross College, Agartala

HEAD
Dept. of Economics,
Holy Cross College, Agartala.