

Draft



A SCHEME FOR IMPLEMENTATION OF SEMESTER SYSTEM AT THE UNDER GRADUATE LEVEL OF THE GENERAL DEGREE COLLEGES OF DIBRUGARH UNIVERSITY

The background:

The University Grants Commission vide its Circular No. D.O. No. F.1-2/ 2008 (XI Plan) dated March 2009 under the new initiatives for academic reforms under XI Plan announced that the Universities shall have to take necessary action in order to introduce the Semester System at the under graduate level by 2012. Accordingly, Dibrugarh University in its 102nd meeting of the Under Graduate Board held on 17.03.2010 has constituted a committee to prepare a draft scheme for introduction of Semester System in the General Degree Colleges of Dibrugarh University and directed to submit the same on or before 26.03.2010. The committee constituted for the job above may be christened as Committee for Introduction of Semester System under Dibrugarh University or CISSDU for convenience of future reference.

The CISSDU in its first meeting held on 24.03.2010 observed that as the proposed semester system is not merely a change of mechanism or shifting one pattern to another, but a desired change for academic culture, it shall require a meticulous brainstorming to overcome the anxieties, inconveniences and present status-quo of academic ambience prevalent in the colleges. Considering the above circumstances, the meeting decided to prepare the scheme on the basis of three primary objectives:

1. To make a concept note to sensitize the wide academic community working with different roles, such as teachers, students, academic administrators, guardians, societies etc. about the holistic aspects of the semester system and also to seek advise and feedback from them;
2. To present a comprehensive plan of action to be initiated by the wide academic community with their specific roles for successful implementation of the semester system. The proposed plan of action also shall expect relevant and positive inputs from all parts of the community, which will come into effect phase wise;
3. To prepare a draft of the Dibrugarh University Regulations for BA/B/Sc./B.Com. Three Year Degree Courses under Semester System including the Course Structure and Academic Calendar.

1. THE CONCEPT:

Etymologically the Word 'Semester' originates from a Latin Word '*(cursus)semestris*' '*(cursus)sementris*' meaning, 'Course of six Months' – 'Se' – Six and 'mensis' – Month. So, it literally means 'Half a Year' or 'one of the two divisions (of 15 to 18 weeks each) of an Academic Year'.

However, a Semester does not merely mean dividing an academic year into two half yearly sessions. It is an innovative approach to teaching-learning process, an educational culture, a student-friendly system, which require a new mind set in the part of the learners as well as the facilitators of learning (the teachers).

✚ **Basic Components of a Semester System:**

- Re-structuring of Course Content into Smaller homogeneous Modules.
- Well Planned Academic Calendar.
- Homogeneous distribution of learner activities throughout the semester.
- Homogeneous distribution of teachers work-loads throughout the semester.
- Continuous Internal Assessment of Learners' Progress.
- High student-teacher interaction.
- Selection of the courses according to learners' choice.
- Inter-institutional mobility.

✚ **Why we need a change in the existing system?**

- Annual system is over dependent on end-term external evaluation.
- The teachers who teach have very little to say in the evaluation of the performance of the students.
- No continuous evaluation of students' performance.
- Less teacher-pupil interaction.
- Distribution of learner activities is not homogeneous throughout the year – a period of leisure is followed by a period of hyper activity.
- Distribution of work-load of the teachers is not homogeneous.
- It is marked by high test-anxiety.
- Heavy study-load in the end of the year.
- Less inter-disciplinarity.
- No inter-institution / inter-university mobility is possible.
- Less emphasis on non-cognitive aspects.
- Not global in nature.

✚ **A Comparison between Annual Vs. Semester System**

Semester System	Annual System
● Less dependent on end-term evaluation.	● Highly dependent on end-term evaluation.
● Teachers who teach gets the opportunity to evaluate students' performance.	● Evaluation is done by persons who are not direct teachers of the students.
● Continuous evaluation of students' performance	● No continuous evaluation of students performance

- Close teacher-pupil interaction.
- Homogeneous distribution of learner activities throughout the semester.
- Homogeneous distribution of teachers' workload throughout the semester.
- Less test-anxiety
- Study-load is halved at the end-semester examination.
- Inter-disciplinary in nature.
- Equal emphasis on non-cognitive aspects.
- More transparent.
- Choice based.
- Global in nature.
- Inter-institutional mobility is possible with slight improvement of the system.
- Less teacher-pupil interaction.
- Marked by period of leisure and hyper activity of the students.
- Non-homogeneous distribution of workload of teachers.
- High test-anxiety
- Heavy study-load at the end of the year.
- Not inter-disciplinary in nature.
- Less emphasis on non-cognitive aspects.
- Less transparent.
- Choice is limited.
- Not global in nature.
- Inter-institutional mobility is restricted.



How to Implement the Semester System in the Colleges?

- Orientation of the teachers and the students to the system.
- Restructuring the existing curricula.
- Preparing and executing a planned academic calendar.
- Following an objective unbiased scheme of internal assessment.
- Timely holding examination and declaration of results.



Challenges in Proper Implementation of the Semester System

- Changing mind-set of the stake-holders – teachers, students and parents/guardians.
- Planning and execution of an objective unbiased scheme of internal assessment.
- Holding end-semester examination twice a year.
- Holding three end-semester examinations simultaneously.
- Timely declaration of end-semester examination results.



Pre-requisites for Introduction of Semester System in Colleges

- Regular Classes, even if required during holidays.
- Strict academic calendar.
- A strong Self-regulatory Mechanism.
- An up-to-date library with internet facility.
- A favourable teacher-student ratio.
- A close interaction of different educational bodies.
- Integrity and Accountability of the teachers and administrators.

2. THE PLAN OF ACTION:

The proposed plan of action includes the following two parts:

Part A: Actions to be taken/ initiated by the University:

Last Dates	Events/ Actions
20 th April 2010	Circulation of the draft of the Scheme for Introduction of Semester System to all general degree colleges and Boards of Studies
30 th April 2010	Completion of re-structuring the Boards of Studies incorporating at least 10 members from the college teachers
20 th May 2010	Receipt of feedback/input on the Scheme for Introduction of Semester System by the general degree colleges & Boards of Studies
30 th May 2010	Notification of the final Scheme for Introduction Semester System to all general degree colleges and Boards of Studies
30 th June 2010	Submission of recommended syllabi for BA/B.Sc./B.Com TDC Courses by the Boards of Studies concerned.
14 th -25 th August 2010	Under Graduate Board & Academic Council meeting to consider the Syllabi and Regulations for BA/B.Sc./B.Com TDC Courses in Semester System
31 st August 2010	(i) Notification of Dibrugarh University Regulations for BA/B.Sc./B.Com TDC Courses in Semester System (ii) Notification of Syllabi for BA/B.Sc./B.Com TDC Courses in Semester System
20 th Dec 2010	Issuing Circular to the Colleges regarding introduction of Semester System from Academic Session 2011-2012
31 st March 2011	Completion of all infrastructure set up and processes for smooth conduct of admission, registration and semester examinations by the relevant branches of the University

Part B: Actions to be taken/ initiated by the colleges

Last Dates	Events/ Actions
30 th April 2010	1 st Phase of Orientation on Semester System (Basic Principles & Objectives)
30 th May 2010	1. 2 nd Phase of Orientation on Semester System (Course Structure & Syllabi) 2. Submission of feedback/input on the Scheme for Introduction of Semester System by the general degree colleges
15 th Sept 2010	3 rd Phase of Orientation on Semester System (Preparing Semester Plan, Class Routine and Exam Schedule)
30 th Nov 2010	4 th Phase of Orientation on Semester System (Assessment & Evaluation)
31 st March 2011	Completion of all infrastructure set up and processes for smooth conduct of admission, registration, in and end semester examinations in the colleges.

The remaining months may be utilized for intensive, remedial and/or bridging programmes by both the University and Colleges.

**3. DRAFT OF THE DIBRUGARH UNIVERSITY REGULATIONS FOR B.A./B.Sc./
B.COM PROGRAMMES IN THE SEMESTER SYSTEM, 2010**

(1) Short title, definitions and commencement:

- (i) These regulations shall be called the Dibrugarh University Regulations for the B.A./B.Sc./B.Com Programmes in the Semester System, 2010.
- (ii) These Regulations shall be effective from the Under Graduate Academic Session, 2011-2012.

(iii) Definitions:

- (a) College: The term 'College' shall be used to mean a college or institute imparting B.A./B.Sc./B.Com Programmes affiliated to/ permitted by Dibrugarh University.
- (b) Department: The term "Department" shall be used to mean a department of the college with reference to a subject of under graduate study and designated as such by Dibrugarh University.
- (c) Programme: The term 'programme' is used to mean the whole learning experience or combination of courses in a particular field of study.
- (d) Course: Programme is divided into a number of courses. A course may be considered as a paper in conventional education system.
- (e) Academic Year: An academic year means a period of twelve months consisting of two semesters.
- (f) Semester: The word "semester" is used to mean a half-yearly programme or term of studies.
- (g) In –semester: The word "in-semester" is used to refer to the continuous studies and evaluations within the half-yearly programme.
- (h) End –semester: The word "end-semester" is used to refer to the terminal processes of examinations and evaluations at the end of but within the half-yearly programme.

(i) Semester Classifications:

- 1st, 3rd & 5th Semesters- Odd Semesters: Jul16- Jan 15
- 2nd, 4th & 6th Semesters- Even Semesters: Jan 16- Jul 15

j) Teacher: A lecturer of any grade or scale of pay of a college shall be called a teacher. He/ she shall be associated with the following functions:

- i) Orienting the students about the programmes;
- ii) Offering the prescribed courses as per the academic calendar, course plan and college routine;
- iii) Maintaining attendance and performance records of all students pursuing the course(s) he/she offers.
- iv) Conducting all in-semester examinations/ assessments/ evaluations;

- v) Participating in all evaluation and result generating process of the University, whenever asked for,
- vi) Assisting and cooperating in all activities of the University or college meant for better academic pursuit.

- (2) **Extent of Application:** The Regulations shall be applicable to the students enrolled for the B.A./B.Sc./B.Com Programmes of Dibrugarh University in the Semester System.
- (3) **Academic Schedule:** The Academic Calendar and the Schedules for the Semester System are given in Annexure I. Any change in the Academic Calendar/Schedule may be made by the Academic Planning Committee whenever necessary.
- (4) **Admission Notice and Admission Criteria:** Newspaper Notice inviting applications for admission into the different programmes shall be issued by the Principals of the colleges in advance of the date of admission.

The minimum qualification for admission into various courses shall be fixed by the Academic Council from time to time.

(5) Structure of Courses of the Programmes:

The term ‘**Under Graduate programme**’ is used to denote B.A., B.Sc., B. Com. Programmes offered by Dibrugarh University. All B.A., B.Sc., B. Com. Programmes shall have the following components, viz.

- (i) **Compulsory Courses:** These courses are the compulsory courses for all students of the programme concerned.
- (ii) **Major Courses:** Major courses shall be chosen by the students. The Courses shall be optional and non-mandatory.
- (iii) **Non-Major Courses:** Non-Major courses shall be chosen by the students, who do not opt for major courses.
- (iv) **Skill-based Courses:** A vocational course shall be mandatory for all non-major students. The colleges shall offer the Skill-based Courses as per their own infrastructure and human resource feasibility. Details of the Course Structure is prescribed in Annexure I.

6. Attendance:

- (i) A student who has less than 85% attendance shall not be permitted to sit for the End-semester examination in the course in which the shortfall exists.

Provided that it shall be open to the University to grant exemption to a student who has attended a minimum of 75% classes but failed to obtain the prescribed 85% attendance for valid reasons on recommendation of the Head/Director/Coordinator of the Department/ Centre on payment of a prescribed fee(s).

The Principal of the college with recommendation of the Heads of the Departments shall announce the names of all students who shall not be eligible to appear in the End-semester examinations in the various courses due to less attendance and send a copy of the same to the University. Registrations of such students may be treated as cancelled by the University.

7. Examination and Evaluation:

- (a) Examination and evaluation shall be done on a continuous basis, at least three times during each semester.
- (b) There shall be 25% marks for internal assessment and 75% marks for End-semester examination in each course during every semester.

(c) Internal Assessment:

- (i) In internal assessment, different tools may be employed one or more assessment tools such as objective tests, written tests, assignments, paper presentation, laboratory work, etc. suitable to the courses. The Procedure for Internal Assessment is prescribed in **Annexure II**.
- (ii) The students shall be informed in advance about the nature of assessment. Students shall compulsorily attend internal assessment, failing which they will not be allowed to appear for the End-semester examination. A Student cannot repeat In-semester examinations. The department may arrange special in-semester examination whenever necessary.

(d) End Semester Examination:

- (i) There shall be one End semester examination carrying 75% Marks in each course of a Semester covering the entire syllabus prescribed for the course. The End semester examination is normally a written/ laboratory-based examination/Project Work/Dissertation.
 - (ii) The Controller of Examination shall then make necessary arrangements for notifying the dates of the end semester examinations and other procedures as per Dibrugarh University Rules (at least 20 days in advance) and the Academic Calendar notified by the University.
 - (iii) Normally, the end –semester examination for each course shall be of three hour duration.
- (e) Setting of question papers, moderation of question papers, evaluation of answer scripts, scrutiny, tabulation of marks, etc. and announcement of results, shall be governed by the Dibrugarh University Examination Ordinance 1972 (as amended upto date).

(f) Practical Examination:

Practical Examinations of a Semester shall normally be held prior to the End Semester Examinations.

(g) Betterment Examination:

- (i) A student shall be entitled to take the “betterment examinations” in any two theory courses of one semester after passing the Sixth Semester examination only once. In this case, he/she shall have to surrender the concerned earlier mark-sheet to the Controller of Examinations. The higher marks secured by

the student shall be retained. The candidates shall have to apply for betterment examination within one year of passing the Sixth Semester examination.

(ii) No betterment shall be allowed in the practical examinations.

8. Results and Progression:

- (a) A candidate, shall be declared as passed a course, provided he/she secures-
 - (i) at least 40% marks in each course in the end semester examinations
 - (ii) at least 40% marks in each course in aggregate in the in-semester and end-semester examinations.
- (b) A candidate shall be declared as passed a semester, provided he/ she passes all the courses of a semester.
- (c) The marks of in-semester examinations obtained by the candidate shall be carried over for declaring any result.
- (d) A student, who could not appear or failed or has backlogs in any semester examination, shall be allowed to clear the same in the following manner:
 - (i) The First semester examination with the next Third semester examination.
 - (ii) The Second Semester examination with the next Fourth Semester examination.
 - (iii) The Third Semester examination with the next Fifth Semester examination.
 - (iv) The Fourth Semester examination with the next Sixth Semester examination.
 - (v) The Fifth and the Sixth Semester examinations with the next corresponding semester examinations.
- (e) A student must pass all his/her semester examinations within 6 years from the date of admission to the First Semester Course. A student, who could not appear or have been failed in an End- Semester examination, shall have to clear the absent or failed paper(s) as backlog in the next corresponding examinations.
- (f) A student shall not be entitled to more than two chances in general to clear a particular semester, provided that a student may avail a special third chance to clear a particular semester once in the whole course. Provided that the total number of chances to clear all the four semesters shall not exceed thirteen.
- (g) Since the Semester system involves continuous assessment, there shall be no scope for a student to appear as a private candidate in any subject in this system.
- (h) A student who fails to appear in an end-semester examination for valid reasons supported by proofs; or fails in the aggregate even though he passes in all the papers individually; or fails in not more than two papers while he passes in the aggregate or fails in more than two papers as well as the aggregate shall be allowed to continue in the succeeding semester in the following manner:
 - (i) after the First Semester in the Second Semester,
 - (ii) after the Second Semester in the Third Semester provided he/she passes the First Semester or clears the backlogs of the First Semester as provided in clause 8(d);

- (iii) after the Third in the Fourth Semester provided he/she passes the Second semester or clears the backlogs of the Second Semester as provided in clause 8(d);
 - (iv) after the Fourth in the Fifth Semester provided he/she passes the Third semester or clears the backlogs of the Third Semester as provided in clause 8(d);
 - (v) after the Fifth in the Sixth Semester provided he/she passes the Fourth semester or clears the backlogs of the Fourth Semester as provided in clause 8(d);
- (i) A candidate shall be declared to have passed the Three Year Degree B.A./B.Sc./ B.Comm programme provided he/she has passed all the Semesters and in all the Courses separately.
 - (j) The degrees shall be offered to each candidate, who has passed the Three Year Degree B.A./B.Sc./ B.Comm programme in the following manner:

General (Non-Major) Programme		Major Programme	
60% and above marks in aggregate	First Class	60% and above marks in major courses in aggregate	First Class
45% and above but less than 60% marks in aggregate	Second Class	45% and above but less than 60% marks in major courses in aggregate	Second Class
40% and above but less than 45% marks in aggregate	Simple pass	40% and above but less than 45% marks in major in aggregate	Simple pass (the same degree shall be treated as general degree for B.A./ B.Sc./B.Comm programme)

9. General:

For any matter not covered under these Regulations for the DU CBCS Programmes, the existing Dibrugarh University Rules, Ordinances and the Dibrugarh University Act, 1965 (as amended) shall be applicable.

ANNEXURE –I

COURSE STRUCTURE OF THREE YEAR DEGREE BA/B.SC./ B.COM PROGRAMME UNDER THE SEMESTER SYSTEM

1. The syllabus for each course should be divided into modules or units and questions shall be set from each unit and students shall be required to answer questions in each unit. Unit-wise distribution of marks shall be shown in the syllabus .
2. The total marks of BA/B.Sc./ B.Com Programme shall be 2400 marks and each semester shall carry 400 marks.
3. The General Course Structure shall be as below:

Course Structure (in marks)

Semester	General Programme				Major Programme			
	Compulsory	Non-Major	Skill based	Total	Compulsory	Non-Major	Major	Total
I	200	100	100	400	200	-	200	400
II	200	100	100	400	200	-	200	400
III	200	100	100	400	100	100	200	400
IV	200	100	100	400	100	100	200	400
V	100	200	100	400	100	100	200	400
VI	100	200	100	400	100	100	200	400

4. The distribution of the courses may be as below, which may slightly differ considering the course specialization. However, the distribution of marks varying in various programmes is not encouraged.

SEMESTER I

General Programme				Major Programme			
Course Code	Type	Title	Total Marks	Course Code	Type	Title	Total Marks
CM101	Compulsory	English (I)	75	C101	Compulsory	English (I)	75
CM102	Compulsory	MIL (I)	75	C102	Compulsory	MIL (I)	75
CM103	Compulsory	Computer Skills (I)	50	C103	Compulsory	Computer Skills (I)	50
NM101	Non-Major	Non-Major (Course I)	100	MM101	Major	Major (Course I)	100
SB101	Skill-based	Skill-based Theory (Course I)	50	MM102	Major	Major (Course II)	100
SB102	Skill-based practical	Skill-based practical(Course II)	50	-	-	-	-

SEMESTER II

General Programme				Major Programme			
Course Code	Type	Title	Total Marks	Course Code	Type	Title	Total Marks
CM201	Compulsory	English (II)	75	C201	Compulsory	English (II)	75
CM202	Compulsory	MIL (II)	75	C202	Compulsory	MIL (II)	75
CM203	Compulsory	Computer Skills (II)	50	C203	Compulsory	Computer Skills (II)	50
NM201	Non-Major	Non-Major (Course II)	100	MM201	Major	Major (Course III)	100
SB201	Skill-based	Skill-based Theory (Course III)	50	MM202	Major	Major (Course IV)	100
SB202	Skill-based	Skill-based practical (Course IV)	50	-	-	-	-

SEMESTER III

General Programme				Major Programme			
Course Code	Type	Title	Total Marks	Course Code	Type	Title	Total Marks
CM301	Compulsory	English (III)	50	CM301	Compulsory	English (III)	50
CM302	Compulsory	MIL (III)	50	CM304	Compulsory	Environmental Studies (Theory)	50
CM303	Compulsory	Computer Skills (III)	50	NM301	Non-Major	Non-Major (Course III) relevant to the Major Course	100
CM304	Compulsory	Environmental Studies (Theory)	50	MM301	Major	Major (Course V)	100
NM301	Non-Major	Non-Major (Course III)	100	MM302	Major	Major (Course VI)	100
SB301	Skill-based	Skill-based Theory (Course V)	50	-	-	-	-
SB302	Skill-based	Skill-based practical (Course VI)	50	-	-	-	-

SEMESTER IV

General Programme				Major Programme			
Course Code	Type	Title	Total Marks	Course Code	Type	Title	Total Marks
CM401	Compulsory	English (IV)	50	CM401	Compulsory	English (IV)	50
CM402	Compulsory	MIL (IV)	50	CM404	Compulsory	Environmental Studies (Practical/Project)	50
CM403	Compulsory	Computer Skills (IV)	50	NM401	Non-Major	Non-Major (Course IV) relevant to the Major Course	100
CM404	Compulsory	Environmental Studies (Practical/Project)	50	MM401	Major	Major (Course VII)	100
NM401	Non-Major	Non-Major (Course IV)	100	MM402	Major	Major (Course VIII)	100
SB401	Skill-based	Skill-based Theory (Course VII)	50	-	-	-	-
SB402	Skill-based	Skill-based practical (Course VIII)	50	-	-	-	-

SEMESTER V

General Programme				Major Programme			
Course Code	Type	Title	Total Marks	Course Code	Type	Title	Total Marks
CM501	Compulsory	English (V)	50	CM501	Compulsory	English (V)	50
CM502	Compulsory	MIL (IV)	50	CM504	Compulsory	Entrepreneurship Development (Theory)	50
CM503	Compulsory	Computer Skills (IV)	50	NM501	Non-Major	Non-Major (Course V) relevant to the Major Course	100
CM504	Compulsory	Entrepreneurship Development (Theory)	50	MM501	Major	Major (Course IX)	100
NM501	Non-Major	Non-Major (Course V)	100	MM502	Major	Major (Course X)	100
SB501	Skill-based	Skill-based Theory (Course IX)	50	-	-	-	-
SB502	Skill-based	Skill-based practical (Course X)	50	-	-	-	-

SEMESTER VI

General Programme				Major Programme			
Course Code	Type	Title	Total Marks	Course Code	Type	Title	Total Marks
CM501	Compulsory	English (VI)	50	CM501	Compulsory	English (VI)	50
CM502	Compulsory	MIL (VI)	50	CM504	Compulsory	Entrepreneurship Development (Project)	50
CM503	Compulsory	Computer Skills (VI)	50	NM501	Non-Major	Non-Major (Course VI) relevant to the Major Course	100
CM504	Compulsory	Entrepreneurship Development (Project)	50	MM501	Major	Major (Course XI)	100
NM501	Non-Major	Non-Major (Course VI)	100	MM502	Major	Major (Course XII)	100
SB501	Skill-based	Skill-based Theory (Course XI)	50	-	-	-	-
SB502	Skill-based	Skill-based practical (Course XII)	50	-	-	-	-

ANNEXURE –II

PROCEDURE FOR IN –SEMESTER EVALUATION:

1. The marks allotted for in-semester evaluation (25%) in each course shall be based on the following:
 - a) Sessional Examination I (Written)
 - b) Sessional Examination-II (Written)
 - c) Home assignments, Seminars, Group Discussion, etc.

Home assignments may be given to the students at any time during the semester. The total internal marks in (a) to (c) would be 25% of the total marks allotted to the paper.
2. Each sessional examination shall be of one hour duration and be conducted by the concerned teacher(s) of the course. The setting of question paper, invigilation duty, evaluation of answerscripts for each paper shall be done by the concerned teacher(s) as a part of his/her/their normal duty. The teacher concerned shall fix the date of the sessional examination in each course following the guidelines given in Annexure-I. The students shall write the answers in proper University answer books.
3. After evaluation, the answer scripts should be shown to the students and corrections should be made if necessary. After this the answerscripts should be collected back from the students. The entire process of conducting the In-Semester Examination should be mentioned in the Academic Calendar.

4. There shall be no provision for “repeat”/ “betterment” in the sessional examination. If a student misses any sessional examination for unavoidable reasons, then the concerned teacher may allow the student a separate examination at his/her own discretion.
5. There shall be no provision for “repeat”/ “betterment” in internal assessment. The marks of internal assessment secured by a candidate shall be carried over to next legitimate chances.
6. If a course is taught by more than one teacher then the concerned teachers shall cooperate in conducting the internal evaluation. Each sessional examination for a particular paper shall be of one hour duration even if it is taught by more than one teachers.
7. At the end of the semester (before the end-semester examinations begin) the concerned College shall submit the in-semester marks in proper mark sheets along with the answer scripts to the University.

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