



Shri Venkateshwara University, Gajraula

Office of the Controller of Examination

Ref. No SVU/COE/24-25/008/

Date: 16/07/2024

Minutes of Meeting (27th Examination Committee Meeting)

A meeting was organized on 13 July 2024 at 03:00 PM in the MEU Hall, Administration Block.

The following officials are present:

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| 1. Prof. Krishna Kant Dave | - | Chairman of the Committee |
| 2. Prof. Peeyush Kumar Pandey | - | Member |
| 3. Prof. Yogeshwar Prasad Sharma | - | Member |
| 4. Dr. Ashutosh Singh | - | Member |
| 5. Dr. O.P. Goshain | - | Member |
| 6. Dr. Ashwini Saxena | - | Member |
| 7. Dr. Rajvardhan | - | Member |
| 8. Mr. Lokesh Garg | - | Member |
| 9. Mr. Arun Kumar Goswami | - | Member |
| 10. Dr. Ram Kumar | - | Member |
| 11. Ms. Manjari Rana | - | Member |
| 12. Dr. Mata Prasad | - | Member |
| 13. Dr. Mohit Sharma | - | Member Secretary |

The following members are absent:

1. Prof. Rajesh Singh
2. Prof. Vishwanath Jha
3. Prof. S.N. Sahoo
4. Prof. T.P. Singh
5. Mrs. Anna Eric Brown
6. Mr. Vikas Bhatia

In the Meeting a deliberate discussion held on the agenda points circulated to the members. The following points are well discussed and resolved below.

Point No. 1: Validation of the action taken on the Examination Committee meeting held on 21 December 2023

The COE informed the committees about the action taken and implemented on the decisions taken in the last Examination Committee meeting held on 21 December 2023.

Point No. 2: Approval of the Examination Calendar of ODD Semester Exams 2024-25

The committee suggests implementing the Examination calendar of ODD Semester Exams 2024-25 strictly.

The Chairman of committee instructed to make the orientation program for new admitted students in second week of August 2024 so that their exams shall be overed in the month of December 2024.

The Examination Calendar 2024-25 shall be uploaded on the university website as well as student what's app group through the respective Deans.

Point No. 3: Approval for conducting the Mid Term/ Sessional Exams

The chairman of the committee instructed to implement the Examination calendar 2024-25 strictly.

Point No. 4: Approval for Submitting the Panel of Paper Setter

The Committee suggests that the respective Deans must submit a panel of paper setters to the COE office before 30 September 2024.

Dr. Ashwini Saxena raised that the End Term Question Papers should be set outside the campus so that the quality of education shall be increased.

All the members are agreed and decided that 40 % papers shall be prepared from the External Examiners and 60 % papers shall be prepared by the Internal Examiners.

Point No. 5: Approval for Conducting the Term End Examinations (Theory & Practical)

The chairman of the committee instructed to conduct the Term End Examination as on dates mentioned in the Examination calendar 2024-25.

Point No. 6: Formation of Examination subcommittee, Flying Squad Committee, Centre Supdt. & Head Examiner etc.

The committee directed the COE that all the committees remain same (previously).

Point No. 7: Approval for Centre Superintendent/ Dy. Center Superintendent

The committee suggests appointing Dr. Ashwini Saxena as Center Superintendent and Mr. Lokesh Garg as Dy. Center Supdt.

Point No. 8: Formulation of Results Moderation Committee

The following officials are appointed in the Question paper committee.

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|-------|--------------------------|---|----------|
| (i) | Prof. (Dr.) Rajesh Singh | - | Chairman |
| (ii) | Concerned Dean | - | Member |
| (iii) | Mrs. Varsha Gupta | - | Member |
| (iv) | Dr. Mohit Sharma | - | Member |

Point No. 9: Submission of Cumulative Marks.

The committee directed all Deans/HoDs to submit the Continuous Assessment Award Sheets (Hard copy) of ODD Semester Exams in office of the Controller of Examination as on dates mentioned in the Examination calendar 2024-25.

Point No. 10: Formulation of Evaluation Process

The COE informed that a lot of copies are still pending of Even Semester Exams June 2024. The Chairman of the committee instructed all the Deans to complete the Evaluation before 20 July 2024 and respective Deans must stay 2-3 hours extra for completing the evaluation before the given timeline.

Point No. 11: Any other write the permission of Chairman

The COE informed that the university is providing one chance to those candidates whose N+2 policy was over and they want to clear their course.

In Such case, COE informed that only six applications are received. The committee suggests imposing the one semester fees with 5000/- examination fees in such cases.

COE informed that 2140 students have appeared in the Final year exams.

The meeting ended with thanksgiving to the chair.

**Controller of Examination
Member Secretary**