

AMRITSAR GROUP OF COLLEGES 41

Autonomous status conferred by UGC under UGC act-1956, (2f), NAAC-A Grade
(Formerly Known as Amritsar College of Engineering & Technology | Amritsar Pharmacy College)

SECRECY BRANCH

Dated: 21.02.2023

Proceedings of meeting of Examination Committee held on 20.02.2023 at 03:00 pm in Secrecy Branch

Agenda- Implementation of new system for automatic setting of question papers through Question Bank.

Points discussed:

1. Question paper setting through question bank:

The purpose of this meeting was to discuss the introduction of new system for setting of the question paper through question bank. The committee suggested the following procedure for the new system of setting the question papers;

- (i) A specific online module shall be developed by the technical team of the institute to be constituted as per the decision by the competent authority.
- (ii) The technical team shall train to the college faculty for uploading the questions on the new portal.
- (iii) The HODs shall appoint the subject experts for uploading the questions as per the new pattern of the question paper as mentioned below at point 2 and accordingly assign the subject on the online module.

2. New pattern of Question Paper:

The question paper will have section A and section B. Section A will have 12 questions which will carry 02 marks each and Section B will have 06 questions which will carry 06 marks each. All the questions are compulsory and students shall be given maximum time of 02 and ½ hours.

The subject experts must upload the course outcomes along with the questions. While uploading the questions subject experts must ensure that each Course Outcome must have 2 and 1 question for section A and section B, respectively as shown below;

Section A

1 - C01
2 - C01
3 - C02
4 - C02
5 - C03
6 - C03

7 - C04
8 - C04
9 - C05
10 - C05
11 - C06
12 - C06

Section B

13 - CO1
14 - CO2
15 - CO3

16 - CO4
17 - CO5
18 - CO6

As per the new pattern of the question paper, the subject expert shall upload 10 questions for each CO in Section A and 05 questions for each CO in Section B.

3. **Process of updating the Question Bank:**

The questions shall be regularly updated in the Question Bank to ensure that it remains current and relevant. All the questions must be updated after every 02 years or as per the new study scheme (if any).

4. **Process of downloading the question paper:**

- (a) The Controller of Examination, Dean Academic Affairs & Deputy Registrar shall get downloaded the automatic generated question paper one day before exam as per the date sheet.
- (b) Each question paper will be checked & verified and further sealed properly.
- (c) All the sealed question papers shall be kept in locked safe custody as per previous practice.
- (d) On the day of exam all the question paper shall be get printed as per the strength of each exam.
- (e) Each question paper must have 04 extra copies; one for Examination Centre, one for Central library, 02 for examiners in the bag of answer sheets.

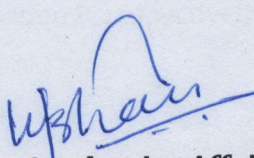
Printing of the Answer sheets

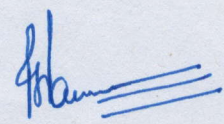
Further, the new printing of answer sheets shall have 24 pages with 02 initial pages for instructions and other details as discussed with Deputy Registrar (Secrecy). Further, there shall be a provision for supplementary sheets of 04 pages each. All the changes regarding the new answer sheet shall be approved by examination committee.

Recommendation

The new system will bring several benefits including reducing the workload on paper setters, improving the quality and uniformity of pattern of question papers. The committee members recommend to implement the new system of setting the question papers and allied procedure from May - 2023 Semester End Exams onwards.


Dy. Registrar


Dean Academic Affairs


Registrar

1. The examiner will evaluate answer sheet as a section A, and section B.

2. Dr. Lashin Khuram has been assigned to develop module for question paper generation for the question paper generated by subject teacher.


Approved by Principal

3. Try schedule should be finalized in heads meeting.