

51st Meeting (Minutes of Meeting)

Ref. No: AGC/COE/151 Date 26-07-2023 Time 2:00 pm Venue Examination Branch

**Examination
Committee**

Agenda 1

Malpractice in examination hall: A case against Mr. Harpreet Singh, Instructor in the Department of HMCT.

Proceeding

- (i) As a student brought this case to our notice that one of the persons on duty (16th June 2023 in the morning session) gave unauthorized assistance to a student who was holding a slip in the examination hall, instead of reporting to the center superintendent. Accordingly, Mr. Harpreet Singh was called for further proceedings.
- (ii) The members cross-questioned Mr. Harpreet Singh but he denied the charges against him. He has submitted a written statement. In the same case Mr. Gurdeep Singh, instructor in DME, was called as Mr. Harpreet Singh quoted his name in his statement. Mr. Gurdeep Singh also denied the charges against him and submitted a written statement in this regard.
- (iii) **The members decided to go for further investigation and a decision will be taken accordingly.**

Agenda 2

Evaluation discrepancy: A case against Dr. Ishu Chadha, Assistant Professor in the Department of Management Studies.

Proceeding

- (i) An evaluation discrepancy was observed during the evaluation of the re-appear answer sheet (Research methodology) of M. Tech. CSE which was evaluated by Dr. Ishu Chadha.
- (ii) As Dr. Ishu Chadha has already resigned from her services consequently, Dr. Pooja Puri, Head of the Department, was invited to share this observation with her. She was provided with the answer sheet to review.
- (iii) **The members recommended that Dr. Pooja Puri shall conduct a pre-opening meeting with all the evaluators before the commencement of the Semester End Examinations. During this meeting, the evaluators should be briefed about the marking scheme to ensure a fair evaluation process.**

Agenda 3

Evaluation discrepancy: A case against Ms. Ishita and Ms. Amarjeet Kaur, Assistant Professors in the Department of Fashion Design.

Proceeding

- (i) Another evaluation discrepancy was observed during the result analysis of B.Sc. Fashion Design-II semester. Consequently, the answer sheets were reviewed and discrepancies were noted by the examination committee during the previous meetings.
- (ii) The concerned evaluators viz., Ms. Ishita and Ms. Amarjeet Kaur were called for explanation. They were provided with the answer sheets evaluated by them. The members did not find a satisfactory answer while seeking their point of view regarding evaluation.
- (iii) **The members decided to issue an advisory to both of them.**

Agenda 4

Special Exam for students with re-appears in Viva-Voce.

Proceeding

- (i) As a case in this regard was presented by Head, Department of Agriculture and further endorsed by the worthy Principal Sir to be discussed in the meeting of the Examination Committee.
- (ii) The members of the committee reviewed the whole case and had a detailed discussion from all points of view.
- (iii) **The members decided to allow to include such cases to appear for Special Exam.**

Agenda 5

Observations during May 2023 Semester End Examinations to be presented by the CoE.

Proceeding

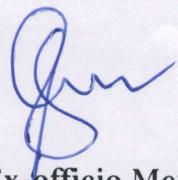
- (i) Throughout the May 2023 Semester End Examinations, various observations were consistently noted in conduct branch, evaluation center and in question papers to be discussed in the meeting of the Examination Committee.
- (ii) List of such observations (attached herewith) was presented by CoE and discussed one by one.
- (iii) **The members decided to share these observations among all HoDs, who in turn are expected to pass the information to their respective teams.**



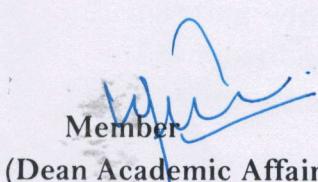
Ex-officio Member
(Head, DAS)



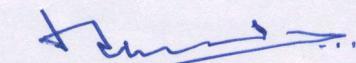
Ex-officio Member
(Head, DCA)



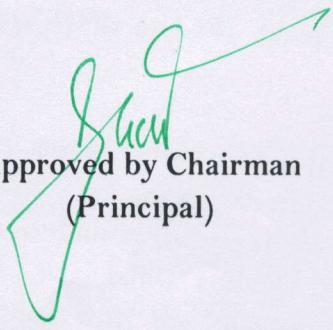
Ex-officio Member
(Head, DCSE)



Member
(Dean Academic Affairs)



Member Secretary
(Controller of Examinations)


Approved by Chairman
(Principal)