

**Attendees**

Dr. Upain Kumar Bhatia  
Dr. Sandeep Kad  
Ms. Binod Kaur  
Dr. Sachin Khurana  
Mr. HS Sarkaria

**Agenda Item 1**

Discussion and resolution regarding students' (B.Tech. CSE-Vth Semester ) representation regarding an incomplete question in the exam held on 23-11-2023 bearing Subject Code AGCS-21505.

**Proceedings**

- 1.1 The subject expert did not find the representation given by the students genuine and the 18<sup>th</sup> question in the question paper of Subject Code AGCS-21505 is complete.
- 1.2 The members advised the subject expert to refine the same question in the question bank portal to eradicate the ambiguity.

**Agenda Item 2**

Verification and confirmation of scribe for the Aasveer Singh, A student of B.Tech. 1st Semester.

**Proceedings**

The student and scribe did not report due to the non-availability of the scribe. The meeting for this agenda has been rescheduled on 05-12-2023 at 10:30 am in the office of the Dean Academic Affairs.

**Agenda Item 3**

New role of Head Examiners in the Evaluation Centre

**Proceedings**

This is with reference to the Proceedings of Agenda Item 6 of minutes of 52<sup>nd</sup> meeting of Examination Committee bearing ref. no. AGC/CoE/158 held on 22-08-2023. Due to limitations in the AGC-LMS, the new role of Head Examiners in evaluation center will remain unimplemented. This reform will be implemented by the next semester. Presently, answer sheets will be received from evaluators without the evaluation by Head Examiners.

**Agenda Item 4**

Invigilation duty in the End Semester Examinations

**Proceedings**

The members decided to implement some changes in the invigilation duty as mentioned below;

- 4.1 The taping of the answer sheets shall be done by the instructors
- 4.2 One chair shall be provided in each block to be used by two teachers



### **Agenda Item 5**

Quality of Question papers

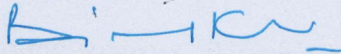
#### **Proceedings**

The members discussed various aspects of the question papers which are being generated automatically through Question Bank Portal. The members discussed various observations regarding the question papers like the formatting issues, no innovation in the questions, quality of questions etc.

The committee decided to have a separate and comprehensive meeting regarding this agenda item.



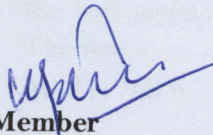
**Ex-officio Member**  
(Head, Department of CA)



**Ex-officio Member**  
(Head, Department of AS)



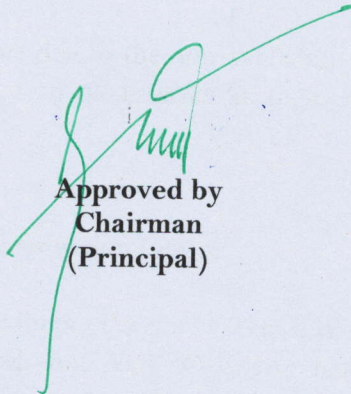
**Ex-officio Member**  
(Head, Department of CSE)



**Member**  
(Dean Academic Affairs)



**Member Secretary**  
(Controller of Examinations)



**Approved by**  
**Chairman**  
(Principal)