

### Attendees

1. Dr. Upain K.Bhatia (Member)
2. Dr. Sandeep Kad (Ex. Officio Member)
3. Ms. Binod Kaur (Ex. Officio Member)
4. Mr. HS Sarkaria (Member Secretary)

### Absentee

Dr. Sachin Khurana (Ex. Officio Member)

The 63<sup>rd</sup> meeting of the Examination Committee held on 19-07-2024 at 3:00 pm in the Examination Branch. The member secretary welcomed the members and started the meeting to discuss various points.

### Agenda Item 63.1

Irregularities in Evaluation of the Subject "Business Environment" of BBA 2nd Semester  
**Proceedings:**

Dr. Hardeep Sodhi was invited to address the concerns regarding the irregularities identified in the evaluation of the "Business Environment" subject of BBA 2nd Semester. After reviewing the answer sheets, Dr. Sodhi acknowledged his oversight and verbally accepted responsibility for the mistakes. He has been instructed to submit a written acceptance by 22-07-2024.

The members of the Examination Committee decided to issue an advisory to Dr. Sodhi, emphasizing the importance of accuracy and diligence in the evaluation process to maintain academic integrity and uphold the institution's standards.

### Agenda item 63.2

Conduct of Special Exams

#### Proceedings

The members took the following decisions regarding the Special Exams

##### 63.2.1 Schedule Release

The schedule for the Special Exam shall be released on the very day of the last result declaration of the May 2024 ESEs.

##### 63.2.2 Form Filling Period

There shall be a maximum of 7 days allocated for form filling.

##### 63.2.3 Form Submission Method

The forms will be filled manually (available in the respective departments) as per our previous practice.

##### 63.2.4 Eligibility for Special Exams

Only students who are passing out in 2024 and students of old batches may appear in the Special Exams.

##### 63.2.5 Fee for Special Exams

Rs.5000/- per subject is the fee for Special Exams

##### 63.2.5 Exam Venue

The exams will be conducted within the Examination Branch.

**Agenda item 63.3**

Cases represented by Mr. Manish Sharma (Law Officer of the college) agenda item 62.3 of previous meeting.

**Proceedings**

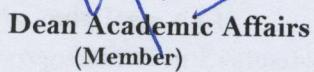
After reviewing the entire matter, the members decided to refer these cases to the UMC Committee through the proper channel.



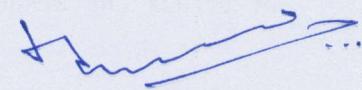
**Ex-officio Member**  
(Head, Department of AS)



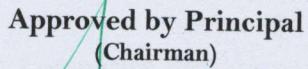
**Ex-officio Member**  
(Head, Department of CSE)



**Dean Academic Affairs**  
(Member)



**Controller of Examinations**  
(Member Secretary)



**Approved by Principal**  
(Chairman)