

**Attendees**

1. Dr. Upain K.Bhatia, Dean Academics (Ex. Officio Member)
2. Dr. Sandeep Kad, Head Department of CSE (Ex Officio Member)
3. Ms. Binod Kaur, Head Department of AS (Ex. Officio Member)
4. Mr. HS Sarkaria, Controller of Examinations (Member Secretary)

**Absentee**

Dr. Sachin Khurana, Head Department of CA (Ex. Officio Member)

The 76<sup>th</sup> meeting of the Examination Committee was held on 24<sup>th</sup> June 2025 at in the Examination Branch. The Member Secretary extended a warm welcome to the members and proceeded with various agenda items as detailed below;

**Agenda item 76.1**

Action Taken Report of decisions taken in the 75<sup>th</sup> meeting

**Proceedings**

All decisions taken during the previous meeting have been duly implemented in accordance with the approved resolutions, except for the decision under Agenda Item 75.5.

**Agenda item 76.2**

Discussion on the case reported by the evaluator regarding the evaluation of one answer sheet of BP404T

**Proceedings**

The committee deliberated on the reported case and resolved to take the following actions:

- 76.2.1 Re-evaluate all answer sheets of the concerned student.
- 76.2.2 Identify the evaluator whose handwriting matches the distinctive style of writing the digit "5".
- 76.2.3 Verify all answer sheets of the said student for any possible identification marks. The subsequent course of action will be decided in the next meeting based on the findings.

**Agenda item 76.3**

Discussion on the totalling discrepancy raised by the Checking Assistants in one of the answer sheets of BP203T

**Proceedings**

The members acknowledged the totalling discrepancy and decided to rectify it. Upon review, it was observed that the examiners of Section B and Section C were at fault. Accordingly, the committee resolved to:

- 76.3.1 Issue an advisory to the examiner of Section B and C, and
- 76.3.2 Issue a warning to the examiner who is responsible for the totalling error.

**Agenda item 76.4**

Discussion on observations related to question papers during May 2025 ESEs

**Proceedings**

It was decided that all observations regarding question papers shall be formally communicated to the respective Heads of Departments. Consequently, the HoDs shall share the observations with all faculty members of their respective departments for collective awareness and improvement.



Additionally, it was resolved to draft an undertaking to be submitted by all paper setters, to the respective HoDs to ensure the authenticity, accuracy and compliance of the uploaded question bank.

#### **Agenda item 76.5**

New Guidelines for Filling and Handling of Answer Sheets by Students

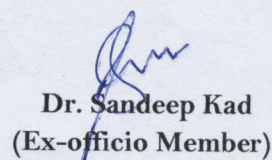
#### **Proceedings**

The committee discussed the need to streamline and standardize the usage of answer sheets during examinations. After deliberation, the following decisions were taken:

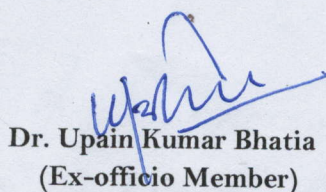
- 76.5.1 Students shall be provided with the question paper in the examination hall only after they have correctly filled in the required details on the answer sheet.
- 76.5.2 In case of any overwriting or cutting while filling in the required details on the answer sheet, no correction fluid or whitener shall be permitted. A new answer sheet shall be issued to the concerned student.



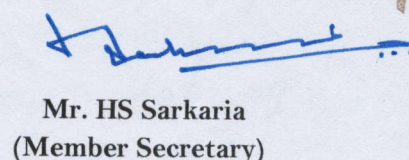
**Ms. Binod Kaur**  
(Ex-officio Member)



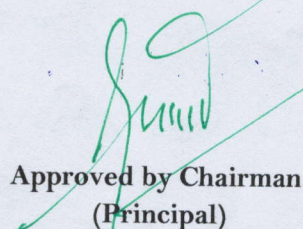
**Dr. Sandeep Kad**  
(Ex-officio Member)



**Dr. Upain Kumar Bhatia**  
(Ex-officio Member)



**Mr. HS Sarkaria**  
(Member Secretary)



Approved by Chairman  
(Principal)

#### **Glimpses**

