



Ref:-SGRRU/CoE/05/2024/06/ BoE-10

Date:-14 June 2024

## MINUTES OF THE MEETING OF 10<sup>TH</sup> BOARD OF EXAMINATION, S.G.R.R. UNIVERSITY HELD ON FRIDAY 14<sup>TH</sup> JUNE, 2024 AT SEMINAR HALL, PATHRIBAGH CAMPUS DEHRADUN, UTTARAKHAND

The 10<sup>th</sup> Board of Examination meeting was held on Friday 14<sup>th</sup> June 2024 at 03:00 PM under the Chairmanship of Honourable Vice Chancellor, SGRR University.

### Following members were present in the meeting:

Prof. (Dr.) YASHBIR DEWAN	Chairperson
Prof. (Dr.) AJAY K KHANDURI	Member
Prof. (Dr.) KUMUD SAKLANI	Member
Prof. (Dr.) MALVIKA KANDPAL	Member
Prof. (Dr.) ARUN KUMAR	Member
Prof. (Dr.) KANCHAN JOSHI	Member
Prof. (Dr.) PRIYANKA BANKOTI	Member
Prof. (Dr.) DIVYA JUYAL	Member
Prof. (Dr.) KIRTI SINGH	Member
Prof. (Dr.) SANJAY SHARMA	Member
Prof. (Dr.) G. RAMALAXMI	Member
Prof. (Dr.) POOJA JAIN	Member
Dr. MOHAN DHYANI	Member
Dr. ANIT K. S. DEANE	Dy.CoE
Dr. MANISH K. MISHRA	Special Invitee
Dr. LOKESH GAMBHIR	Special Invitee
Prof. (Dr.) SANJAY S POKHRIYAL	Member Secretary

The following agenda points were discussed in 10<sup>th</sup> BoE meeting

### AGENDA No-1:- To Confirm MoM of 9<sup>th</sup> BoE held on 11<sup>th</sup> August 2024.

Shri Guru Ram Rai University, Patel Nagar/Pathri Bagh, Dehradun, Uttarakhand-248001

Controller of Examination  
Shri Guru Ram Rai University  
Dehradun (Uttarakhand)-248001

श्री गुरु राम राय विश्वविद्यालय, पटेल नगर/पथरी बाग, देहरादून-248001

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**AGENDA No-2:- Action Taken Report (ATR) on 9<sup>th</sup> BoE.**

**AGENDA No-3:- Approval of Examination Calendar.**

**AGENDA No-4:- Paramedical Grade Card.**

**AGENDA No-5:- Approval of Wind Up Re-Evaluation.**

**AGENDA No-6:- Approval of having question paper through ERP.**

**AGENDA No-7:- Disposal of answer sheet-for information**

**AGENDA No-8:- Approval of date sheet committee members and  
Chairperson**

**AGENDA No-9:- Approval for online theory answer sheet and thesis  
evaluation remuneration (revision) for medical college.**

**AGENDA No-10:- Approval for Liaison officer payment (SGRRU) and  
deduction of amount for not providing liaison officer for  
practical exam(From Medical College)**

**Welcome Address:**

With permission of Hon'ble Vice Chancellor & Chairperson Board of Examination SGRR University, Dehradun, Prof. (Dr.) Sanjay Sharma Pokhriyal, Controller of Examination, SGRR University presented the agenda points in the house.

**Agenda Point 1: To Confirm MoM of 9<sup>th</sup> BoE held on 11<sup>th</sup> August 2024.**

The minutes of the meeting of 9<sup>th</sup> Board of Examination were placed on the table of house by Prof. (Dr.) Sanjay Sharma Pokhriyal. With the approval of the chair, the house resolved to approve the minutes of the meeting.

**Resolution:** The house agreed upon Agenda Point 1 and resolved the same.

**Agenda Point 2: Action Taken Report (ATR) on 9<sup>th</sup> BoE.**

The action taken report on 9<sup>th</sup> BoE was placed in front of house to discussion.



**Resolution:** The house agreed upon and approved the same.

**Agenda Point 3: Approval of Examination Calendar.**

The Controller of Examination put up the examination calendar for year 2024-2025 in front of house and to place in university web site after approval from Academic council.

**Resolution:** The house agreed upon Agenda Point 3 and resolved the same.

**Agenda Point 4: Paramedical Grade Card.**

The School of Paramedical and Health Science is adopting CBCS pattern for their PG courses hence a grade card was designed and placed before house for discussion and approval

**Resolution:** With Minor changes the house resolved to approve the content presented in Agenda Point 4.

**Agenda Point 5: Approval of wind up Re-Evaluation of theory answer script.**

"In the 7<sup>th</sup> BoE, for the convenience of the students, Re-Evaluation of answer sheets was approved by the house. But it has been reported by the Schools of the University, that this facility is being misused by the students. Therefore, the point winding up of Re-Evaluation of examination theory answer sheets has been put in the agenda for discussion and approval in front of the house."

**Resolution:** The house agreed upon Agenda Point 5 with that the re-evaluation shall be accepted only of those students who fail their course subject by not more than 5 marks. Rest 7<sup>th</sup> BoE terms and condition shall be applicable.



## **Agenda Point 6: Approval of having question paper through ERP.**

Till date question papers were being made manually, now ERP have designed a template and hence w.e.f. December 2024 examination the question paper shall be made through ERP, hence put up in front of house for discussion and suggestion.

### **Discussion:-**

As per discussion in house the question paper shall be made through ERP Template and for testing it shall be applicable in internal examination, also it was discussed that all faculty shall prepare and keep ready their individual question papers beforehand so that they do not have to make special preparation at the time when question papers are asked for. They should also mark the questions as difficult, moderate and easy level to enable selection of questions.

The question paper template shall automatically turned off after last date announced for submitting the question papers.

**Resolution:** The house agreed upon Agenda Point 6.

## **Agenda Point 7: Disposal of answer sheet-for information.**

As per approval of competent authority of university and as per University clause of statutes 2017, Chapter-V Section 25 (5.02)(v)(b) which was circulated by Registrar office SGRRU on dated 23 March 2024 with ref no SGRRU/RO/2024/12(vi), the examination cell is going to dispose off the examination record from December 2017 to December 2021 like used answer sheet, used entrance question paper, old year question paper, degree/migration, degree application form, fee receipt, mark sheet taken for correction by July 2024.

### **Discussion:-**

The house was informed that the above order has been implemented shredding of examination records as per office order and policy and this notification has been put up on University website under exam cell and IQAC head. The CoE was directed to purchase separate shredding machine for use by the Exam Cell.



**Resolution:** The house agreed upon Agenda Point 7 and resolved.

**Agenda Point 8: Approval of date sheet committee members and Chairperson.**

The list of date schedule committee members made with consent of Deans of all Schools was placed before the house.

Dean School of Education asked for change of Dr. Balbeer Kaur with Dr Priyanka Upadhyay. Also after discussion Mrs Archana Kero was nominated as a chairperson for SGRRU Patel Nagar Campus and Dr Kamla Dhyani for Pathri Bag Campus.

**Resolution:** The house agreed upon Agenda Point 8 and resolved.

**Agenda Point 9: Approval for online theory answer sheet and thesis evaluation remuneration (revision) for medical college.**

Remuneration of MBBS external theory answer sheet was not approved in previous BoE and hence the agenda was placed before the house for discussion and approval.

**Discussion:-**

Taking reference of approved amount of remuneration of MBBS external theory answer sheet from medical college document, it was decided that Rs. 75/- (Seventy Five) per answer sheet shall be applicable as a remuneration amount with no capping amount. The amount Rs 200/- (Rs Two Hundred) for PG theory answer sheet evaluation and Rs. 3000/- (Rs Three Thousand) per thesis shall be applicable for PG (MD/MS) thesis evaluation.

**Resolution:** The house agreed upon Agenda Point 9 and resolved.

**Agenda Point 10: Approval for Liaison officer payment (SGRRU) and deduction of amount for not providing liaison officer for practical exam(From Medical College)**

Remuneration of Rs.800/- per day is proposed for the Liaison Officer appointed by the University, for coordinating with the External Examiners invited for the Medical College examinations, and arranging for their boarding and lodging.

A Liaison Officer is also to be deputed from the concerned Department of the Medical College, his/her name and contact number is to be provided to the Exam Cell well in advance, and he/she is to be made available to the Exam cell on the days of examination along with suitable transportation facility to escort the External Examiners to and from the place of exams.

The HOD of the concerned Department is to ensure the availability of the Liaison Officer and suitable to and fro transportation on the days of the exams in their Department, and will be accountable for any lapses, failing which 30 % amount shall be deducted from HoD remuneration.

**Resolution:** The house agreed upon Agenda Point 10 and resolved.

**On request of house,** with permission of chair the following points were also approved.

1. Progression Policy :-Only the students who shall earn minimum 50 % credits in 1<sup>st</sup> and 2<sup>nd</sup> semester separately shall be promoted to 3<sup>rd</sup> semester, and for promotion in 3<sup>rd</sup> year (5<sup>th</sup> Semester) he/she has to pass 1<sup>st</sup> year (100% credits) and so on.
2. Examination cell will create and develop examiners pool template on ERP whose link shall be shared with all faculties who will enter examiners detail from their end of their respective department/subject/course.
3. Grade Card and Mark sheet with Red colour header, footer, new approved logo is approved in the House by chairperson BoE and member of house.
4. Grade card and degree templates for NAD are also approved by the chairperson BoE and member of house.

The Meeting ended with the votes of thanks to the Chair.



**Prof. (Dr.) Sanjay S Pokhriyal**  
Member Secretary BoE  
Controller of Examination  
Shri Guru Ram Rai University  
Dehradun (Uttarakhand)-248001



**Prof. (Dr.) Yashbir Dewan**  
Chairperson BoE