Karmaveer Bhaurao Patil College, Vashi, Navi Mumbai

Minutes of Meeting

The first meeting of the Examination committee and ATKT (University) examination committee was held on 26th September 2018 at 1.30 pm in Board room under the chairmanship of Prin. Dr. Shivankar V.S.

This meeting was attended by the following members:

Sr. No.	Designation	Name of faculty	Department	Sign
Board of Examination				
1.	Controller of Examination	Prof. (Smt) Patil S.S.	Chemistry	
2.	Deputy Controller of Examination	Dr. Thakur V.A.	Chemistry	
3.	Teacher Coordinator	1.Dr. Hajare P.J.	Geography	
		2.Mr. Bhagwat S.R.	Chemistry	
4.	Special Invitee	Prof. (Dr.) Ghatule A.P. Director, Board of Examination and Evaluation.	Mumbai University	
College Examination Committee				
1.	Dr. V.S. Shivankar	Principal	Chairman	
3.	Dr. Thakur V.A.	Chemistry	Member	
4.	Dr. Hajare P.J.	Geography	Member	
5.	Dr. Shaikh S. J.	English	Member	
6.	Dr. Shaikh E.A.	Psychology	Member	
7.	Ms Abhyankar Manisha	Computer Science	Member	
9.	Mr. Bhagwat S.R.	Chemistry	ATKT Exam. Chairman	
8.	Mr. Surve Ganesh	Physics	ATKT Exam. Member	
9.	Mr. Phadke Aniruddha	Computer Science	ATKT Exam. Member	

10.	Ms Bankar Madhuri	Information Technology	ATKT Exam. Member	
11.	Mr. Bhosale C.D	Vice Principal, (Commerce)	Evaluation Expert	
12.	Smt. Patil S.S.	Vice Principal (Science), Chemistry	Controller of Examination	
13.	Dr. Munde B.M.	Economics	CAP Coordinator	

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The meeting was started with the welcome all the members by the Controller of Examination, Prof. (Smt.) Patil S.S. which was followed by the discussion of agenda item wise.

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Reading of Agenda:

- Motion from Prof. (Smt) Patil S.S.: To approve the agenda for 26[th]September 2018.
  Vote: All in favor.
  Resolved: **Motion carried**.

  Agenda for the meeting on 26[th]September 2018 approved without modification.

Business:

- **Motion 1**[from Prof. (Smt) Patil S.S]: **Approval for the Board of Examination.**
  Discussion: Prof. (Smt) Patil S.S. has introduced the newly form Board of Examination to all the present members. The members approved the formation of new Board of Examination.
  Vote: All in favor.
  Resolved: **Motion carried**.

- **Motion 2**[from Prof. (Smt) Patil S.S]: **Approval for Conduction of various Examination for all programs offered by the college.**
  Discussion: Prof. (Smt) Patil S.S. has explained to the member that the Board of Examination will be conducting examinations for all courses offered under different programmes. This includes examination for the courses such as (a) Economics, English, Psychology, Philosophy, Geography, Foundation Course in B.A. Programme, (b) Accountancy and Commerce in B.Com programme, (c) Chemistry, Physics, Mathematics, and Micro-biology in B.Sc programme, (d) Computer Science, Information Technology, Biotechnology, Bioanalytical Sciences, B.M.S., B.B.I., and

B.A.F. in Self-finance Programme, (e) Food Processing and Technology in B.Voc. Programme, (f) Chemistry, Physics, Mathematics, Micro-biology, Commerce, Economics, Bioanalytical Sciences in P.G. Programme, and (g) Chemistry, Physics, Micro-Biology, Commerce in Ph.D. Programme.

Vote: All in favor.

Resolved: **Motion carried**.

- **Motion 3**[from Prof. (Smt) Patil S.S]: **Approval for Evaluation System for all Kinds of Examination.**

  Discussion: Prof. (Smt) Patil S.S. has explained to the committee members that the college is following 60:40 pattern of evaluation for all courses offered by the college. In this 60 marks are for summative assessment which will be conducted as a Semester End Examination at the each semester. For this unitized question paper pattern is adopted. Whereas 40 mark weighatge is allotted for Formative Examination which is the part of Continuous Internal Evaluation of students. This includes centralized internal test for 20 marks and Field work, Presentation, Open book test,   Mini Projects, GD, Book review, Home assignment, Industrial visit & Report writing, Survey, Seminar, Societal activity, etc. for 20 marks.

  For each of the internal assessment the rubrics are prepared and shared with the students to bring the objectivity in the assessment.

  Prof. (Smt) Patil S.S. also emphasized that the committee adopted separate passing criterion for Semester End Examination and Continuous Internal Evaluation which includes 40% of the passing marks in each examination.

  Vote: All in favor.

  Resolved: **Motion carried**.

- **Motion 4**[from Prof. (Smt) Patil S.S]: **Approval for Rules of ATKT.**

  Discussion: Prof. (Smt) Patil S.S. reported that the rules of ATKT examination are adopted as it from the University of Mumbai, Mumbai's circular No. Exam./Fees/15/2018. For those students who have enrolled for various programmes under university pattern the ATKT examination will be conducted as per the

University pattern only. Whereas for those students who have enrolled for first year of any programme offered by the college after the autonomy, the ATKT examination will be conducted as per the newly adopted evaluation pattern i.e. 60.40.

Ten point grading system will be used for converting the marks into grades:

Percentage of Marks obtained	Grade Point	Grade	Performance
80.00 and above	10	O	Outstanding
70.00 to 79.99	9	A+	Excellent
60.00 to 69.99	8	A	Very Good
55.00 to 59.99	7	B+	Good
50.00 to 54.99	6	B	Above average
45 to 49.99	5	C	Average
40 to 44.99	4	D	Pass
> 40.00	0	F	Fail

Further, Prof. (Smt) Patil S.S. added that Chaired by Dr. S.P. Yadav and supported by the senior faculty members Mr. D.G. Manolkar and Mr. B.S. Chiprikar will perform their duties as per the university guidelines to ensure smooth conduction of examinations.

Vote: All in favor.

Resolved: **Motion carried**.

- **Motion 5**[from Prof. (Smt) Patil S.S]: **Approval for Increase in the Examination Form   Fee.**
  Discussion:

Vote: All in favor.

Resolved: **Motion carried**.

- **Motion 6**[from Prof. (Smt) Patil S.S]: **Approval for Remuneration for Performing various examination Related Duties.**

  Discussion: Prof. (Smt) Patil S.S. informed the members that for performing various examination related duties the remuneration will be paid as per University Circular No. Exam.VCD / DBOEE / ICD / 2017-18 / 325 dated 24th July, 2017.

  Vote: All in favor.

  Resolved: **Motion carried**.

- **Motion 7**[from Prof. (Smt) Patil S.S]: **Approval for the Norms and Punishment for the unfair means activity.**

  Discussion:

  Vote: All in favor.

  Resolved: **Motion carried**.

- **Motion 8**[from Prof. (Smt) Patil S.S]: **Approval for Rules of Moderation.**

  Discussion: Prof. (Smt) Patil S.S. stated the rules for the moderation of answer sheets which includes:

  1. No moderation for internal evaluation.
  2. The answer papers of semester end will be moderated.
      a. There will be 100% Moderation of papers marks between 18-23 (24/60) and that of the papers above 70% marks i.e. above 42/60.
      b. 05 % moderation of papers between 25 to 41marks.

     Prof. (Smt) Patil S.S. also added that Open day will be kept for the students who will be failed in the examinations and the students are also provided with the facility of rechecking and revaluation.

  Vote: All in favor.

  Resolved: **Motion carried**.

- **Motion 9**[from Prof. (Smt) Patil S.S]: **Approval for Number of External Paper Setter and Examiners for Practical Examination.**

  Discussion: Prof. (Smt) Patil S.S. stated that to bring the objectivity in the evaluation system under the guidance of

  Vote: All in favor.

  Resolved: **Motion carried**.

- **Motion 9**[from Prof. (Smt) Patil S.S]: **Use of University Logo on the Mark sheet.**

  Discussion:

  Vote: All in favor.

  Resolved: **Motion carried**.

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