

**Minutes of the 4<sup>th</sup> Meeting of the Examination Committee**  
**Venue: Board room; Date: 4.3.2016; Time: 02.15 pm onwards**

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Meeting No. 4 of the Examination committee was held on March 4, 2016 in the board room of St Xavier's College, Ahmedabad. All the members were present except Dr Sarvar Sherry Chand. The meeting was conducted by Dr Nirmal Desai, CoE on behalf of Chairperson, Principal.

The CoE welcomed all the members to the meeting.

**1.0 Examination Reforms**

Gracing policy was discussed based on the suggestions given by Hon. Vice Chancellor in the GB meeting No.3.

1.1 Gracing for external examination: If the head of passing is of 100 marks, a maximum of 3 marks can be added to a maximum of 3 subjects i.e. (3\*3) and will be regarded as Exam Ordinance 1.

1.2 After applying Ordinance 1, if a student fails only in one head of passing in internal or in external, he/she can be given a maximum of 7 marks, with a caveat that he/she fully pass the exam. This will be Exam Ordinance 2.

Student can be awarded ordinance 1 and 2 both with ceiling of 10 marks.

1.3 Exam Ordinance 3 deals with upgrading student to higher class. A maximum of 3 marks can be given to a student for upgrading to higher second class, first class or distinction.

If student is getting Exam ordinance 1 or 2, grace marks will not be added in total nor he/she will be eligible for any scholarship or medals.

1.4 In internal Gracing excluding FC and SS 2 marks upto 3 papers (2\*3=6) or 3 marks up to 2 papers (3\*2) can be given; some rare cases 7 can be converted to 11.

2.0 Distributing the load on CIA-I and CIA-II were discussed. It was suggested that weightage should be given 50 and 50 for each examination. CIA-1 should cover 50% of the syllabus (2 units) and CIA-II should cover remaining 2 units. The final examination will be of 3 hours duration covering the entire syllabus.

However, the internal marking system, duration of examination etc. is to be finalised.

3.0 Internal marks for Youth Fest and Sports were also discussed and concluded as follows.

	Inter college	Inter Zonal	Interuniversity	International
Extra curricular	1/each paper	2/ each paper	3/ each paper	4/ each paper
sports	1/each paper	2/ each paper	3/ each paper	4/ each paper
RDC Camp	1/Gujarat camp	2/Delhi camp	3/RDC Parade	
Medical	No gracing			
All other	Only attendance will be given for the actual days of event (eg. Day of			

activities	competition/ seminar attendance etc.)
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- 4.0 Barcode for the end semester exam, Paper less exam forms were also discussed. Currently college is using dummy numbers before the final examination papers are sent for assessment.
- 5.0 It was proposed that weightage for MSc Biochemistry should be of 40% internal and 60% external.
- 5.1 **Practical Exam:** Continuous evaluation for 100 marks for each Practical courses by respective teacher. (Experimental performance will be graded immediately after completion of experiment)
- 5.2 **Project evaluation:** By Internal and External Examiner at the end of Fourth Semester (100 marks)  
The examiners will evaluate the Experimental Project Work taking into account the following considerations:
- (a) Relevance of the topic
  - (b) Innovations
  - (c) Presentation of work
  - (d) Reference work
- 5.3 CGPA will be calculated as per existing system in BSc  
\*Criteria for Internal Marks in Dissertation: Weightage to Introductory seminar/ Two reviews/ Final seminar.
- 5.4 **Exam Pattern**  
The examination paper will have a total of 5 questions of equal weightage.  
Each unit of the paper will have one question each, thus 4 questions for 4 units (equal marks).  
The final question will have 1 mark questions from all the units.
- 5.6 The next meeting of the Examination committee is scheduled in September 2016.

CoE thanked the members for their invaluable inputs and suggestions

Cc to

Dr Robert Arockiasamy (Principal),

Dr Nirmal Desai (CoE),

Fr Vincent Saldanha SJ,

Dr Arun Patel,

Dr TC Pandya,

Dr Sarvar Sherry Chand (4 senior faculty),

Dr Sebastian Vadakan (IQAC Coordinator)