

DEPARTMENT OF BOTANY, PANJAB UNIVERSITY, CHANDIGARH

Bot/20/1274
Date: 15/9/2020

Proceedings of the Joint meeting of Academic and Administrative Committee

A **Joint Meeting of Academic and Administrative Committee** was held on 11th September, 2020 at 11.30 a.m. in the Committee Room, Deptt. of Botany, Panjab University, Chandigarh.

Members Present:

1. Prof. Daizy Rani, Chairperson
2. Prof. (Ms.) C. Nirmala
3. Prof. I.B. Prasher
4. Prof. (Mrs.) Neera Garg
5. Prof. M.C. Sidhu, Secretary, Administrative Committee
6. Dr. (Mrs.) Anju Rao
7. Dr. A. N. Singh
8. Dr. S. K. Upadhyay, Secretary, Academic Committee
9. Dr. (Ms.) Jaspreet Kaur
10. Dr. (Mrs.) Papiya Mukherjee

The Chairperson welcomed the Members to the meeting and apprised them of the agenda of the meeting.

Item No. 1: Modalities of Examination of B.Sc. and M.Sc. final year students to be conducted: The committees unanimously discussed and approved the modalities of examination to be conducted like – Question Paper setting, Date-sheet, etc.:

- The final year exam of M.Sc./B.Sc. classes shall be of 2 hrs duration, i.e., from 9.30 am to 11.30 a.m. the students would submit online the paper (soft copy of the answer sheet) strictly up to 1.30 p.m. (i.e. within 4 hours after the commencement of exam). at the following e-mail:
- **For B.Sc. (exambscbotany@gmail.com)**
- **For M.Sc. (exammscbotany@gmail.com)**
- The Teacher's concerned would set the questions, as per the instructions given by the University and conduct it with the help of Office of the Department of Botany..
- A total of 09 (Nine) Questions would be set from each subject without any mention of Unit and compulsory question. Students would be asked to attempt any 4 questions out of 9. All questions would be of 15 marks each in M.Sc. and 20 marks each in B.Sc.
- As per University's instructions, students would complete their paper on A-4 size sheets (preferably lined), total 12 in case of B.Sc. and 16 in case of M.Sc.
- In addition, students are required to write their name/class/ semester, University roll no./name of the paper/code of paper, total number of pages written, date of exam, signature alongwith their admit card (compulsory) on the 1st sheet that would be extra i.e. in addition to 12 for B.Sc. and 16 for M.Sc.

Daizy

Neera

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- Students would also put their signature at the bottom of each page of the answer sheets as per the university's instructions. After 2 hours, the students **will send scanned answer sheets as pdf file alongwith Admit Card as the first page of file at the given email ID**. Students must have their own personal email ID which will be used to send/upload the answer sheet. The question paper set by the respective teacher would be sent to the students using the designated e-mail and Whatsapp. Practical examination shall also be conducted by the respective teachers in the form of assignments or in other mode depending upon the type of practicals.

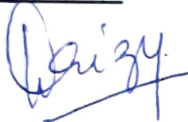


(M.C. Sidhu)
Secy. Administrative Comm.



(S. K. Upadhyay)
Secy. Academic Comm

Confirmed



(Daizy Rani)
Chairperson