

Dinsha Patel College of Nursing, Nadiad

Annual Committee Meeting Minutes Report

1. **Title of the committee:** Examination and Result Committee
2. **Date of Meeting:** 27th of Aug/Oct/Nov/Dec/Feb/ March/ May/July
3. **Year:** 2019-2020
4. **Details of Committee Members:**

| Sr. No. | Faculty Name | Designation in committee |
|---------|-----------------------|--------------------------|
| 1. | Mr. Virendra Jain | Chairman |
| 2. | Ms. Dhara Vyas | Secretary |
| 3. | Mrs. Arpita Vaidya | Member |
| 4. | Mr. Atit Shah | Member |
| 5. | All Class Coordinator | Member |

5. Annual report of committee:

| Sr.No. | Date | Time | Venue | Brief Agenda | Action Taken | Remark |
|--------|------------|-------|------------------|--|--|--------|
| 1. | 09/11/2019 | 3-4pm | Principal Office | <ul style="list-style-type: none">• To discuss regarding result and rankers.• To discuss 1st term test tentative date.• To inform regarding reassessment. | <ul style="list-style-type: none">• Result and rankers has been documented.• 1st term examination date is 25/11/2019 for all senior class and 3/1/2020 for all junior class. | |
| 2. | 31/12/2019 | 3-4pm | Principal Office | <ul style="list-style-type: none">• To declare the date for result.• To declare low performers list• To inform regarding supplementary examination of council. | <ul style="list-style-type: none">• Date of results has been declared.• Coordinators have been informed regarding supplementary examination. | |
| 3. | 27/02/2019 | 3-4pm | Principal Office | <ul style="list-style-type: none">• To document results and list of low performer. | <ul style="list-style-type: none">• Results and list of low performer has been documented. | |


| Sr.No. | Date | Time | Venue | Brief Agenda | Action Taken | Remark |
|---------------|------------------------|-------------|-------------------------|--|---|---------------|
| 4. | 10/03/2020 | 3-4pm | Principal Office | <ul style="list-style-type: none"> To discuss regarding second term test. | <ul style="list-style-type: none"> 3rd GNM examination will start from 16th March. Remaining Examination from 1st April. | |
| 5. | 02/05/2020 Lockdown | 12:00pm | Virtual meeting on ZOOM | <ul style="list-style-type: none"> To discuss regarding 2nd Term Test. | <ul style="list-style-type: none"> 2nd term test will start from 11th May in MCQ format for 75 marks and 1 hour- 11am to 12pm. | |
| 6. | 26/06/2020 | 3-4pm | Principal Office | <ul style="list-style-type: none"> To discuss regarding GNC exam form fill up To discuss regarding 2nd term practical examination To discuss regarding Model Examination. | <ul style="list-style-type: none"> Online GNC examination forms has been filled up. 2nd term practical examination starts from 1st July 2020. Model Examination will start from 13/07/2020 | |
| 7. | 13/07/2020 | 11:00am | Seminar Hall | <ul style="list-style-type: none"> To discuss regarding Model Examination. To inform regarding council and university examination. | <ul style="list-style-type: none"> Model Examination will start from 27/07/2020 The pattern and dates are informed to all faculties regarding final year examination. | |
| 8. | 07/08/2020 | 11:00am | Principal office | <ul style="list-style-type: none"> To discuss regarding internal evaluation | <ul style="list-style-type: none"> Internal evaluation criteria has been formed | |
| 9. | 18/08/2020 | 11:00am | Principal office | <ul style="list-style-type: none"> To discuss regarding council examination centre. | <ul style="list-style-type: none"> All preparation has been discussed with director sir | |
| 10. | 19/08/2020 | 11:00am | Principal | <ul style="list-style-type: none"> To discuss | <ul style="list-style-type: none"> Examination | |

| Sr.No. | Date | Time | Venue | Brief Agenda | Action Taken | Remark |
|--------|------|------|--------|---|---|--------|
| | | | office | regarding Examination policy and SPU exams. | policy has been discussed. • SPU examination instruction has been given. | |

Signature of Committee Secretary:

Date:21/09/2020

Time: 11:00am


Mr. Virendra Jain
Principal
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PRINCIPAL
DINSHA PATEL COLLEGE OF NURSING
NADIAD - 387 001.

