

Dr. Narendra Kumar Lariya

M.Pharm., Ph.D.

Registrar



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RKDF UNIVERSITY

(ESTABLISHED UNDER GOVT. OF M.P. AND APPROVED UNDER UGC 2(F) 1956)

No. 239 /RKDF/ 2020

Dated : 11/06/2020

Subject:- Proceeding of Emergency Meeting of Academic Council o RKDF University, Bhopal

The meeting of Emergency Meeting of Academic Council of RKDF University, Bhopal was held on 09-06-2020 under the chairmanship of Vice Chancellor Dr. S. K.. Sohani, RKDF University, Bhopal. The Proceeding of meeting after the approval of Chairman is enclosed herewith; You are requested to send the comments on proceeding within 7 days from date of issue of this letter if any.

Registrar

Registrar
RKDF University

Copy forwarded to :-

- (1) Vice Chancellor, RKDF University
- (2) Director Indian Institute of Soil Science ICAR, Bhopal
- (3) Director Central Institute of Agriculture Engineering Institute ICAR, Bhopal
- (4) Nominated Member of M.P. Private University Regulatory Commission, Bhopal
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- (6) Dr. M. L. Kori, Director, Research, RKDF University, Bhopal
- (7) Mrs. Vibha Joshi, Dean, Faculty of Architecture, RKDF University, Bhopal
- (8) Dr. Shashi Singh, Dean, Faculty of Agriculture, RKDF University, Bhopal
- (9) Mr. Ratnesh Jain, Director, RKDFCTR, RKDF University, Bhopal
- (10) Mrs. Vandna Raghuwanshi, Principal, University College of Nursing, RKDF University, Bhopal
- (11) Dr. Anoop J. Katayan, Principal, RKCHMS, RKDF University, Bhopal
- (12) Dr. Sunil Patil, Examination Controller, RKDF University, Bhopal (Special invitee)
- (13) Dr. B. N. Singh, Director Management, RKDF University, Bhopal (Special Invitee)

**Proceeding of Emergency meeting of Academic Council, RKDF University,
Bhopal (MP)**

The Emergency meeting of Academic Council meeting of University was held on 09-06-2020 under the Chairmanship of Dr. Sudesh Kumar Sohani, Vice Chancellor. The following members of academic Council attended the meeting:

- Dr. M. L. Kori, Director, Research, RKDF University, Bhopal
- Mrs. Vibha Joshi, Dean, Faculty of Architecture, RKDF University, Bhopal
- Dr. Shashi Singh, Dean, Faculty of Agriculture, RKDF University, Bhopal
- Mr. Ratnesh Jain, Director, RKDFCTR, RKDF University, Bhopal
- Mrs. Vandna Raghuwanshi, Principal, University College of Nursing, RKDF University, Bhopal
- Dr. Anoop J. Katayan, Principal, RKCHMS, RKDF University, Bhopal
- Dr. B. N. Singh, Director Management, RKDF University, Bhopal (Special Invitee)
- Mr. Sunil Patil, Examination Controller, RKDF University, Bhopal (Special Invitee)

The Agenda wise discussion was held & the decision taken were as under

Agenda No. 1 Conduction of Examination of University in COVID-19

Exhaustive discussions were held on the agenda and in light of COVID-19 and various guidelines issued by Government agencies and methodologies followed by some other institutions were also discussed. While reaching to a unanimous decision following guidelines/contents were discussed:

1. UGC Guidelines on Examinations and Academic Calendar in view of COVID-19 Pandemic with reference no. D.O.No. F.1-1/2020(Secy) Dated 29-04-2020
2. Maulana Azad National Institute of Technology Bhopal Circular dated 16-05-2020 regarding conduction of online examination for outgoing students
3. Bar Council of India, letter with Ref. No. BCI:D:1401/2020 dated 27-05-2020 and again on 09-06-2020 has directed that :
 - (a) Final year students of 3 Years LL.B and 5 Years LL.B. courses may be allowed to appear for online examinations.
 - (b) Alternatively, for Final year LLB students as mentioned above, the Universities may adopt many other appropriate method which they feel is adequate to satisfy the requirements of regular examination. Under this system the University may allow students to write a project report/ research paper for

S. V. Sohani
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each paper of final year or they may adopt a full proof method to double the internal marks of the semester exam already held for such year.

4. The Circular of Department of Higher Education Mantralaya with reference No. 311/67/2020/38/CC dated 28-05-2020
5. Guidelines for Phased Re-opening (Unlock-I) issued by Ministry of Homes Affairs, Govt. of India Vide order No. 4.-3/2020-DM-I (A) dated 30-05-2020
6. Rajiv Gandhi Prodyogiki Vishwavidyalaya, Bhopal letter No. RGPV/Exam/2020/1705 dated 05-06-2020 regarding conduction of online practical examinations and proceeding order regarding conduction of theory examinations at various centers throughout the state
 1. The details for Final Year in undergraduate & postgraduate courses, for which examinations has to be conducted, the numbers are as under: -

No. of Courses	68
No. of question Papers	256
No. of Students	2679
 2. Similarly the University have to conduct the examination of 1st Year, 2nd Year and 3rd Year students also

The following points were discussed before reaching to final decision:

1. It was acknowledged that the number of students who has to appear for examinations (regular and ex) is in large number, which was considered.
2. It was assessed that the students enrolled for various courses in RKDF University, belongs to various locations throughout India.
3. About 62.5 % of students are from out of state on 8th June 2020, a meeting of all Principal / HOD of constituent Institute of RKDF University Bhopal was held under the Chairmanship of Examination Controller, RKDF University, Bhopal to discuss the feed back from students regarding conduction of Examination. The feed back from students and even from some of Parents are:-
 - (a) Showing their inability to come to University and to give examination in the University offline
 - (b) Students informed the Principal and HOD, that they are willing for online examination
 - (c) Students also informed that they have been benefitted from online lectures by the University faculty & their courses has been completed
 - (d) Principal & HOD also informed that they have informed the students, that of they have any Question on online lecture, they can ask on their Phone number or in their email. Principal and HOD also informed that they are getting Questions also.

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4. The current situation doesn't seem to get back to normal in very near time and it is expected the prevailing situation would suggest all keeping safe as much as possible by maintaining social distance, and preferential work from home strategy.
5. In such a situation, it may not be advisable to ask students to travel thousands of kilometers including some even from red zones/containment areas and appear for an offline examinations or to keep the examination system at an hold for longer period of time and commence the next semester while continuing online lectures whereby burdening students with plenty of courses to deal with at the same time.

In light of all above, following decisions were made by the Council:

1. The semester end theory examination would be of 3 hours duration.
2. The semester end practical examinations (wherever applicable) would be of 2 hours duration.
3. Considering the safety of the students and faculty as prime importance, the online mode of examination was approved, further Universities facility may be extended to students who wish to appear for the test from University campus/UTD itself.
4. The submission of online examination form shall be mandatory to be eligible for attending the examination.
5. Separate examination form (online) has to be submitted in case of back lock papers as ex-students mentioning subjects for which the examination is opted.
6. A special examination may be held for students who have submitted the online examination form but could not appear in the aforesaid examination due to genuine reason (on permission of Hon'ble Vice Chancellor, RKDF University, Bhopal) or for students who wish to improve their grades.
7. The Marks shall be computed in the following manner:
End semester examination (Theory examination) 50 Marks
50% of marks obtained in online theory examination, plus
25% marks from viva voce (theory, to be conducted by concerned department), plus
25% of previous semester marks/marks obtained in internal assessment.

End semester examination (Practical examination) marks (wherever applicable) =

100 % of marks as allotted in online viva voce examination (to be conducted by the department in virtual presence of external expert, using some technology platform)

10-6-2020

The meeting ended with thanks to the Chair, Special Invitees and all the members for attending the academic Council meeting & for giving their valuable suggestions by the Registrar.

Yes.
✓ ✓ ✓ ✓ ✓
10.6.2020

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Registrar



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No. 232 /RKDF/2020

Dated : 08/06/2020

Notice

Subject :- Emergency Meeting of Academic Council of RKDF University, Bhopal

All the members of Academic Council of University are requested to attend the meeting on 9th June 2020 at 2PM in University Board Room under the Chairmanship of Dr. Sudesh Kumar Sohani, Vice Chancellor, RKDF University, Bhopal. Agenda notes enclosed


Registrar
Registrar
RKDF University

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Emergency Meeting of Academic Council of RKDF University, Bhopal under the Chairmanship of Dr. S. K. Sohani



Date :- 09-06-2020

Time :- 2.00PM

Venue :- Board Room, RKDF University, Bhopal



**Airport Bypass Road, Gandhi
Nagar Campus, Bhopal, India**

Website: www.rkdf.ac.in, Email: vc@rkdf.ac.in

- Examination Time Table of online examination is to be published on Institute website by the HODs as per the schedule receive from office of examinations.
 - For the students registered in courses of NPTEL, 20 marks for internal assessment will be asked from their course coordinator and remaining as per procedure for other students.
 - The examination of project and GP will also be conducted after theory examination. Students will be asked to submit the reports online to subject coordinator / examiner / concerned HOD. HOD will arrange to conduct the examination within 5 days after completion of theory. All faculty members may be involved in these examinations of project and GP.
 - In case of final semester of M Tech online viva may be conducted after submission of thesis as per academic calendar already published on Institute Web site. One faculty from outside the department will be appointed as an examiner. The following committee may conduct the examination:
 - HOD
 - Course Coordinator
 - Faculty from outside department
 - Supervisor.
 - The students who will not appear in online examination will be permitted to appear in offline examination whenever they will be conducted.
 - Marks Distribution

○ Mini Test (Completed):	10 Marks
○ Assignment (Completed)	10 Marks
○ 30 Weight of VII Sem SGPA	30 Marks
○ Written Assessment (Online Exam)	30 Marks
○ Viva Assessment (Video/Audio Call)	10 Marks ²⁰
Total	100 Marks
5. The directive of Bar Council of India is also enclosed where they have suggested for online examination.

Proposal for discussion & decision

- (1) Conduction of Examination of Final year undergraduate & Postgraduate whether online or offline or both.
- (2) Conduction of Examination for other year students online or offline or both.
- (3) Duration of Examination
- (4) Pattern of Mark distribution for final Examination
- (5) Precaution during Examination

Submitted for discussion & decisions of Academic Council

Agenda No. 2 : Any other points with the permission of Chair