

Ested-1969

KOYANA EDUCATION SOCIETY'S

IAAC :- 'B+' Grade



I/C Principal
Dr. S. D. Pawar
M.A. Ph.D

BALASAHEB DESAI COLLEGE, PATAN

Arts, Commerce, Science (UG & PG), B.C.A. & Vocational

Patan - 415206, Dist. - Satara (Maharashtra)

Phone : (02372) 283047, E-mail-str bdc@rediffmail.com

Website: www.bdc.edu.in



Ref. No./ / 2023-2024

Date: 4/10/2023

College Examination committee

Academic Year: 2023-2024

MEETING NOTICE-1

All the members of Examination Committee are hereby informed that the meeting will be held under the guidance of Principal Dr. S. D. Pawar on Dated **5.10.2023** at 3:00 p.m. in the principal cabin to discuss the following subjects. Agenda is enclosed herewith the notice. All members of the committee have to attend the meeting.

AGENDA

Agenda of the meeting to be held on **5/10/2023** at 3:00 p.m. in the principal cabin to discuss the following subject

- 01: Review and confirm of last meeting proceeding.
- 02: To read and discuss on letter Oct/Nov-2023 Examination
- 03: To discuss and confirm examination Time - Table
- 04: To discuss about question paper setting
- 05: To plan and complete Syllabus and practical work
- 06: To discuss about Term Work marks.
- 07: To discuss and plan about Practical Examination
- 08: To discuss about Board Printing of instructions for Students
- 09: To discuss about Sr. Supervisor orders for oct/Nov-2023 Examination
- 10: Any other

परिक्षा समिती प्रमुख
बाळासाहेब देसाई कॉलेज, पाटण
ता. पाटण, जि. सातारा.

PRINCIPAL
COORDINATOR
Balasaheb Desai College
Patan Dist. Satara
Balasaheb Desai College, Patan.

Copy to-

S.N.	Name	Signature	S.N.	Name	Signature
1	Dr.S.D.Pawar(Principal)		5	Mr.A,T,Sutar(Member)	
2	Mr.D.D.Thorat(Head)		6	Mr.B.J. Raskar (Member)	
3	Mr.L.S.Gange (Member)		7	Mr.G.D.Sutar (Member)	
4	Mr.A.L.Mohite(Member)		8	Mr.S.K.Sutar(Member)	

Babasaheb Desai College , Patan

5 / 10 / 2023

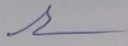
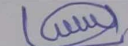
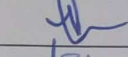
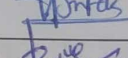
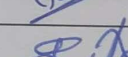
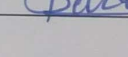
College Examination committee

Academic Year: 2023-2024

MINUTES

Minutes of the first meeting of Examination committee held in presence of Principal Dr.S.D. Pawar on **5th October, 2023** at 3:00 p.m. in the Principal cabin

Members present:

S.N.	Name	Designation	Signature
1	Dr.S.D.Pawar	Principal	
2	Mr.D.D.Thorat	Head Exam Committee	
3	Mr. L.S. Gange	Member	
4	Mr.A.L.Mohite	Member	
5	Mr.A,T,Sutar	Member	
6	Mr.B.J. Raskar	Member	
7	Mr.G.D. Supugade	Member	
8	Mr.S.K. K.Sutar	Member	

Convener Mr.D.D.Thorat welcomed all the members of the committee. The meeting started as per the subjects listed in the agenda.

- 01 : **Review and confirm of last meeting proceeding:** Convener Mr.D.D.Thorat read the last proceeding of dated 08/01/2023 meeting and it is confirmed
- 02 : **To read and discuss on letter Oct/Nov-2023 Examination:** University circular received regarding Examination. Circular reading done which was for Planning, Evaluation and conduct of First- and Second-year Examination college level. Principal gives direction for planning the examination.
- 03: **To discuss and confirm examination Time - Table:** Plan the examination

as per guideline of university between 30/10/2023 to 6/12/2023. Prepare Time table which was not having any overlapping. Final time table circulate to notice board and WhatsApp group of students.

04: To discuss about question paper setting: Committee has discussed on planning and conducting offline exam, Prepare Two set the question paper and collect soft copy and sealed hard copy.

05: To plan and complete Syllabus and practical work: Principal discussed and took review of the syllabus completion and instruct us circulate notice to staff for completion of syllabus by taking extra lectures if needed for teaching before 15/10/2023.

06 : To discuss about Term Work : Prepare and circulate Notice for UG I/II & III year and P.G. Term work data entry .

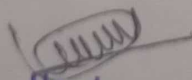
07: To discuss and plan about Practical Examination: Prepare the time table keeping 4-5 days gap in theory and practical examination. Communicate with all department and prepare without overlapping batches.

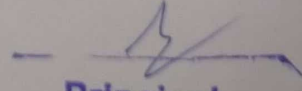
08: To discuss about Board Printing of instructions for Students: Shivaji University Exam section have sent letter of instruction format about examination. This board prepare and fix near Examination Hall is finalized in this meeting.

09: To discuss about Sr.Supervisor orders for oct/Nov-2023 Examination:

As per our previous rule sent names as per seniority list.for External & Internal Sr. Supervisor.

As there was no other subject on Agenda, meeting ended with vote of thanks by Prof. Mr. A.L.Mohite


Head
Examination Committee
Balasaheb Desai College
Patan, Dist: Satara


Principal
Balasaheb Desai College, Patan
Tal:- Patan, Dist:- Satara