



**MINUTES OF THE MEETING OF 12TH BOARD OF EXAMINATION, S.G.R.R.
UNIVERSITY HELD ON FRIDAY 20TH August, 2025 AT SEMINAR HALL, PATEL
NAGAR CAMPUS, DEHRADUN (U.K)**

The 12th Board of Examination meeting was held on Wednesday August 20, 2025 at 03:00 PM under the Chairmanship of Honourable Vice Chancellor, SGRR University.

Following members were present in the meeting:

PROF. (DR.) KUMUD SAKLANI	VICE-CHANCELLOR CHAIRPERSON
DR. LOKESH GAMBHIR	REGISTRAR MEMBER
DR. ASHOK NAYAK	PRINCIPAL SGRRIM&HS MEMBER
PROF. (DR.) MALVIKA KANDPAL	DEAN SOE MEMBER
PROF. (DR.) ARUN KUMAR	DEAN SBAS MEMBER
PROF. (DR.) PREETI TIWARI	DEAN SHSS MEMBER
PROF. (DR.) PRIYANKA BANKOTI	DEAN SAS MEMBER
PROF. (DR.) DIVYA JUYAL	DEAN SPCS MEMBER
PROF. (DR.) KIRTI SINGH	DEAN SPAHS MEMBER
PROF. (DR.) SONIKA KANDARI	DEAN SET MEMBER
PROF. (DR.) SONIYA GAMBHIR	DEAN SMCS MEMBER
DR KANCHAN JOSHI	DEAN SYSN MEMBER
DR MOHAN DHYANI	PROFESSOR SPECIAL INVITEE
DR MANISH KUMAR MISHRA	PROFESSOR SPECIAL INVITEE
DR MANISH DEV SHARMA	ASSO.PROFESSOR SPECIAL INVITEE
PROF. (DR.) SANJAY S POKHRIYAL	CoE MEMBER SECRETARY



THE FOLLOWING AGENDA POINTS WERE DISCUSSED IN 12TH BoE MEETING

AGENDA-1: Confirmation of minutes of meeting of 11th BoE held on March 21, 2025. (Annexure-1)

AGENDA-2: To review and consider of Action Taken Report (ATR) on decision and recommendation of 11th BoE held on March 21, 2025, including updates on implementation status and further action. (Annexure-2)

AGENDA-3: To consider and approve the revised progression policy in alignment with the provisions of NEP 2020. (Annexure-3)

AGENDA-4: To consider and approve the format for moderation of question papers and examination results. (Annexure-4)

AGENDA-5: Adoption of the revised question paper pattern in accordance with the guidelines prescribed by NMC. (Annexure-5)

AGENDA-6: Closure of re-evaluation of theory answer scripts, with approval of the final list of resolved cases as per the existing norm permitting re-evaluation only in cases with a variation of less than 5 marks. (Annexure-6)

AGENDA-7: Approval of the Examination Calendar for the Academic Session 2025–26. (Annexure-7)

AGENDA-8: To consider and approve the Standard Operating Procedures (SOPs) for the distribution of degrees. (Annexure-8)

AGENDA-9: Presentation and noting of the Examination Report/Summary for the previous academic session. (Annexure-9)

AGENDA-10: To consider and approve the proposal for allocation of School-wise Examination Centres under the supervision of the respective School Deputy Centre Superintendent (Deputy CS) and the Centralized Centre Superintendent (CS), for ensuring the smooth and efficient conduct of the End Semester Examinations in the 08 Schools of the University. (Annexure-10)

AGENDA-11: Any other item with the permission of the Chair. (Annexure-11)

AGENDA-12: Reporting Item:

Practical Remuneration charges for UG/PG programs at SON/SOPAH, and for PG programs in 08 Schools. (Annexure-12)



Welcome Address:

The meeting started with an introductory note by Prof.(Dr.) Kumud Saklani Honourable Chairperson Board of Examination SGRR University . The Chairperson BoE narrated the importance of the Board of Examination and reminded the duties bestowed upon the board. The Chairperson of the Board invited Prof.(Dr.) Sanjay Sharma Pokhriyal, Controller of Examination, SGRR University to present the agenda points in the Board of Examination.

AGENDA-1: Confirmation of minutes of meeting of 11th BoE held on March 21, 2025

The minutes of the meeting of 11th Board of Examination dated 21st March, 2025 were placed before the house by Prof.(Dr.) Sanjay Sharma Pokhriyal. It was further informed that MoM of 11th BoE were distributed to all concerned by e-mail Dated 25th July 2025 and since no inputs/comments were received from any member of the house, With the approval of the Chair, the house resolved to approve the minutes of the meeting of 11th BoE.

Resolution: The house agreed upon Agenda Point 1 and resolved to approve the same.

AGENDA-2: To review and consider of Action Taken Report (ATR) on decision and recommendation of 11th BoE held on March 21, 2025, including updates on implementation status and further action.

The ATR was placed before the members of house for the perusal

Resolution: The house resolved and approved the content presented in Agenda Point 2. No further action required.

AGENDA-3: To consider and approve the revised progression policy in alignment with the provisions of NEP 2020.



The Agenda point was raised in 11th BoE but after discussion in house it was decided by Hon'ble chair that a Committee shall be constituted for the same. The committee chairperson of Dr. Malvika Kandpal (DSW) presented the key points of progression policy in alignment with the provision of NEP-2020 before the members of the house for approval. (Annexure-3)

Resolution: The house resolved to approve the agenda item, subject to final approval by the Academic Council with amendments.

AGENDA-4: To consider and approve the format for moderation of question papers and Examination results.

Controller of Examination SGRRU, put up the agenda item for discussion in house (Annexure 4) , as the old format was approved as per CBCS system and SGRRU has adopted NEP with CO-PO based question paper, therefore the design of new format was required. The format was rectified with recommendation from the Hon'ble Chair and other members of the House.

Resolution: The house resolved to approve the Agenda item 4 with the recommended format.

AGENDA-5: Adoption of the revised question paper pattern in accordance with the guidelines prescribed by NMC.

NMC changed the question paper pattern from 2025 onwards for MBBS students only, earlier the question paper marks distribution was **20+30+50=100** and NMC change the marks distribution pattern as **20+40+40=100 Marks** with direction to use AETCOM (ATTITUDE, ETHICS & COMMUNICATION) on both the papers.

Resolution: The House Agreed upon Agenda Item and approved the same.



AGENDA-6: To consider the valuation of theory answer scripts of MBBS examinations as submitted by the Principal, SGRRIMHS

The matter was placed before the Board of Examinations for discussion; however, no decision could be reached during the meeting.

(*Note: Subsequently, as per the directions of the Vice Chancellor (Ref. No. SGRRU/VC/2025/08/01), a separate meeting was convened in the presence of the committee members, wherein it was decided that a Committee of faculty members from SGRRIMHS be constituted by the Vice Chancellor to frame guidelines for the valuation of theory answer scripts of MBBS examinations. The guidelines so prepared by the committee shall be placed before the Academic Council for final approval.)

Resolution: The House noted that no final decision could be taken during the meeting of the Board of Examinations regarding the valuation of theory answer scripts of MBBS examinations.

(*It was further noted that, in accordance with the directions of the Vice Chancellor (Ref. No. SGRRU/VC/2025/08/01), a separate meeting was held wherein it was resolved that a Committee comprising faculty members from SGRRIMHS be constituted by the Vice Chancellor. The said Committee shall prepare the guidelines for the valuation of theory answer scripts of MBBS examinations, which shall thereafter be submitted to the Academic Council for consideration and approval. (Ref: SGRRU/RO/2025/08/07) (Copy enclosed)

AGENDA-7 :Approval of the Examination Calendar for the Academic Session 2025–26.

The tentative examination calendar was put up in 11th BoE for approval but after discussion Hon'ble chairperson BoE directed COE to circulate the Examination calendar again among member of the house, which was re-circulated and put up again in 12th BoE for approval and incorporated in the Academic Calendar 2025-26.

Resolution: The House Agreed upon Agenda Item and approved the same.



AGENDA-8: To consider and approve the Standard Operating Procedures (SOPs) for the Distribution of degrees.

As per direction of Hon'ble chair in reference to distribution of degree certificate, the SoP has prepared by Registrar.

Stepwise Procedure for Distribution of Degrees

1. **Clearance Process:** A No Dues Form of the student with all his/her relevant details, similar to the system followed in SGRRIMHS, shall be duly filled in by all concerned authorities, bearing seals and signatures of:

- Librarian
- School Exam Cell
- Registration Section
- Comp. Lab Incharge
- Laboratory Incharge
- Hostel Warden (where applicable)
- Accounts Section
- Head of Department
- Principal/Dean of the respective School

• The original No Dues Form shall be submitted to the Registrar's Office, and a photocopy forwarded to the Controller of Examinations (CoE).

2. Verification and Forwarding

- The CoE shall verify the records, sign the No Dues Form with seal, and attach the same with the respective degree along with the detailed address of the student.
- The degree checked, prepared and verified by COE office, along with the verified No Dues Form, shall be sent to the VC office and placed before the Vice Chancellor for signature.

3. Dispatch of Degree

- Once signed by the Vice Chancellor, the original degrees shall be returned to the Registrar's Office.



- The Registrar's Office will maintain all relevant records and dispatch the degrees by post to the concerned students.

Resolution: The House resolved to approve the procedure for the distribution of degrees as presented by the Registrar's Office, ensuring due verification and record-keeping at every stage. The process shall be uniformly applicable across all Schools/Colleges of the University.

AGENDA-9: Presentation and noting of the Examination Report/Summary for the previous and Current academic session.

CoE presented data of outgoing students of year 2023-24 and 2024-25 in front of house with the List for approval

Resolution: The house resolved to approve the agenda item.

AGENDA10: To consider and approve the proposal for allocation of School-wise Examination Centres under the supervision of the respective School Deputy Centre Superintendent (Deputy CS) and the Centralized Centre Superintendent (CS), for ensuring the smooth and efficient conduct of the End Semester Examinations in the 08 Schools of the University.

The proposal regarding allocation of School-wise Examination Centres was placed before the Board of Examinations. It was deliberated that decentralisation of examination venues across Schools/Colleges would facilitate better utilisation of infrastructure and staff while ensuring efficiency. The Board agreed that:

- Each School/College shall function as an Examination Centre.



- The Dean/Principal of the respective School/College / Faculty nominated by Vice-Chancellor will act as the Deputy Superintendent for that Centre and may assign teaching and non-teaching staff for invigilation and logistical support

Conduct of Examination

A Centralised Centre Superintendent (01 for Patel Nagar and 01 for Pathri Bagh), along with Flying Squad members nominated by the Controller of Examinations and approved by the Vice Chancellor, shall oversee and coordinate the conduct of examinations across all Centres. Each Centre of the respective school shall function under the supervision of the designated Deputy Superintendent, ensuring uniformity, fairness, and transparency in the process.

Evaluation Process

A separate Centralised Centre Superintendent (01 for Patel Nagar and 01 for Pathri Bagh) shall be appointed for evaluation. The evaluation shall be carried out online in a centralized computer laboratory established at each School/College. Secure access, through passwords and codes, shall be provided to all evaluators. The entire process will be monitored and managed under the supervision of the Centre Superintendent and the Deputy Superintendent to maintain confidentiality, accuracy, and transparency.

- The Controller of Examinations shall issue detailed guidelines and duty charts in this regard.

Resolution: The house resolved to approve the agenda item

AGENDA-11: Any other item with the permission of the Chair.

- NAD-** Dr. Manish presented report of NAD till June 2025.
- Special Back paper-** It was decided that special back shall be conducted for pass out batch 2025 as per the approve progression policy of University.
- Pham-D Degree-** Dean SPCS put up new BoS(with a subject name internship in 6th year) of pharm D and PB courses so that the actual passing year may be printed on degree certificate.



However, for SGRRIMHS, it was confirmed by Dr. Molan Dhyani that the degree is awarded for the year in which the examination is conducted, but is issued only after the successful completion of the internship. The internship certificate, however, is issued separately.

Resolution: The house agreed upon and approved the same.

AGENDA-12: Reporting Item:

As documented in the 11th meeting of the Board of Examinations, a Committee was constituted to recommend the practical remuneration charges for UG/PG programs at the School of Nursing and for PG programs in the 09 Schools (including SP&AHS). The recommendations of the Committee were duly approved by the Competent Authority of the University. The House took note of the same. (Annexure attached).

Resolution: The house agreed upon and approved the same.

The Meeting ended with the vote of thanks to the Chair.

Prof. (Dr.) Sanjay Sharma Pokhriyal
(Member Secretary)

Prof. (Dr.) Kumud Saklani
(Chairperson)