

Ref No. LNCP/EXAM/2020-21/01

Date: 05/07/2020

**Exam Committee for the Academic year 2020-21**

**Objectives of the Exam Committee:**

The main objective of the Examination Committee is to take care of the process of conducting the examinations both internal and external as per schedule and help the evaluation process.

**Functions of the committee:**

1. Preparation of Exams Schedule and intimation to students
2. Collection of Question Papers and conducting the exams as per the schedule
3. Maintaining the record of general Marks List

The following are the members of the Examinations Committee

S. No.	NAME	DESIGNATION	PROFILE
1.	Dr. Govind Nayak	Professor	Chairman
2.	Dr. Kaushlendra Mishra	Professor	Member
3.	Mr. Gyan singh Mawada	Asst. Professor	Member
4.	Mrs Priyanka Namdeo	Asso. Professor	Member

Frequency of Meeting: Twice in a year

*(Signature)*  
Dr. Akhlesh Kumar Singhai  
Director LNCP, Bhopal  
Lakshmi Narain College of Pharmacy  
Bhopal

Copy to:

1. Director of Administration
2. Registrar
3. Director LNCP
4. Dr. Govind Nayak
5. Dr. Kaushlendra Mishra
6. Mr. Gyan singh Mawada
7. Mrs Priyanka Namdeo






REF. No.:LNCP/EXAM/2020-21/01

Date:24/07/2020

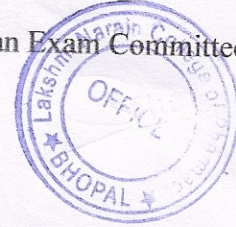
**Notice of Exam committee Meeting No.1 of 2020**

The meeting of Examination Committee will be held on 04/08/2020 in the Board Room of the College at 3:30 PM

Please make it Convenient to attend the meeting

  
Dr. Govind Nayak

Chairman Exam Committee



Copy to:

1. Director of Administration
2. Registrar
3. Director LNCP
4. Dr. Kaushlendra Mishra
5. Mr. Gyan singh Mawada
6. Mrs. Nisha Thakre



REF. No.: LNCP/EXAM/2020-21/02

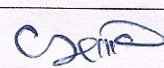
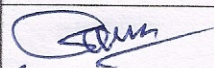
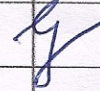
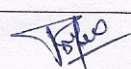
Date: 04/08/2020

**EXAMINATION COMMITTEE**

**Minutes of Meeting No.01 of 2020**

Meeting of Examination Committee held on 04-08-2020 at 03.30 p.m. at seminar hall of Lakshmi Narain college of Pharmacy Bhopal.

Following members of Committee attended the meeting:

S. No.	NAME	DESIGNATION	PROFILE	SIGNATURE
1.	Dr. Govind Nayak	Professor	Chairman	
2.	Dr. Kaushlendra Mishra	Professor	Member	
3.	Mr. Gyan singh Mawada	Asst. Professor	Member	
4.	Mrs Priyanka Namdeo	Asso. Professor	Member	

The following points were discussed during the Committee Meeting

Chairman welcomed all the members of the Committee.

1. Members Discuss academic calendar and decided that sessional examination should be according to academic calendar.
2. Members discuss to prepare sessional examination time table according to academic calendar
3. Committee are agreed to instruct all faculty members that question paper should be CO based
4. They discuss to take course completion report so that examination should be on time
5. Members discuss about arrangement of stationary, sessional copies and seating arrangement
6. Members noted that sessional copies should be checked within three working days so that result can be displayed

The Chairman conveyed his thanks to the members and for attending the meeting. Meeting ended with vote of thanks.

Dr. Govind Nayak

Chairman Exam committee

