

To

Date: 31/07/2018

The Chairperson, Examination Committee  
Birla Institute of Technology Mesra  
Ranchi, Jharkhand

Dear Madam/Sir

A meeting was held with the team members of IQAC in connection with the issues related to conducting exam for PwD Candidates, retention period of answer scripts, digitization of exam process and degrees, and online OBE module implementation for smooth estimation of attainment level and mapping.

Please find enclosed the MoM for consideration and for necessary further action from your side for possible implementation.

Yours sincerely



(Dr. Sudip Das)

Director IQAC  
BIT Mesra

## Internal Quality Assurance Cell, BIT Mesra

### Minutes of the Meeting

A meeting of IQAC members were held on 23<sup>rd</sup> July 2018, to deliberate on the issues related to examination reforms and online OBE implementation platform of the institute for improving on the quality aspects as well as accreditation. The following points were suggested by the members for possible incorporation in the Exam rules and regulations.

- 1) Necessity of reframing of guidelines of conducting examination for person with disability (PwD) candidates .
- 2) As per the accreditation norms and requirements the answer scripts of the UG/PG candidates need to be stored for the last 5 academic years.
- 3) In order to effectively practice outcome based education requirements, in specific the estimation of attainment levels and mapping, the digitisation replacement of the current manual practice needs a consideration. It could be done either digitising the entire answer script coding procedure or by entirely converting to online examination.
- 4) Currently the OBE practice is manually done which is quite resource and time consuming. The process could be digitised on a suitable online OBE platform.



Dr. R. Naresh Kumar



Dr. Priyank Kumar



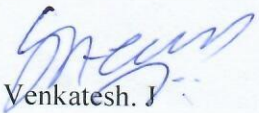
Dr. Rishi Sharma



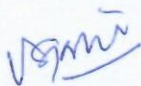
Dr. Abhisek Jana



Dr. Raju Poddar



Dr. Venkatesh. J



Dr. V.S.Rathore



Dr. Aminul Islam



Dr. Sudip Das