

Shiksha Mandal, Wardha's
G. S. COLLEGE OF COMMERCE & ECONOMICS, NAGPUR
(AUTONOMOUS)

DRAFT DIRECTION NO. 3 of 2021

[REGARDING CONDUCT OF EXAMINATION OF WINTER 2021 FOR REGULAR STUDENTS OF ALL ODD SEMESTERS OF ALL UG AND PG PROGRAMMES AND EX-STUDENTS WITH BACKLOG OF FAILED SUBJECTS OF ALL PREVIOUS SEMESTERS OF ALL UG AND PG PROGRAMMES IN THE WAKE OF COVID-19]

REFERENCES:

1. UGC Guidelines on Examinations and Academic Calendar for the Universities in View of Covid-19 Pandemic and subsequent Lockdown, April 2020.
2. RTM Nagpur University's Circular dt. 15.05.2020 regarding Planning of Examinations and Academic Calendar.
3. Government of Maharashtra's GR dt. 19.06.2020 regarding the planning/regulation of Final Year/Semester UG & PG Examinations.
4. UGC Guidelines dt. 06.07.2020
5. UGC Guidelines dt. 05.11. 2020
6. RTM Nagpur University's Direction # 12 of 2020 regarding Special Rules for the Conduct of Summer 2020 Examinations and Declaration of Results of Regular Students and Promotion of Students to Higher Semesters, Direction-2020.
7. Director of Higher Education, Government of Maharashtra's letter no. UNI/2020/Baithak/Vishi-1/5640-A dt. 03.09.2020 regarding the planning of Final Year/Semester Examinations in view of the Hon'ble Supreme Court's decision.
8. RTM Nagpur University's Circular dt. 08.09.2020 regarding the conduct of Practical/Assignment/Workshop/Project/Dissertation Examinations.
9. RTM Nagpur University's Direction # 20 of 2020 regarding Special Rules for the Conduct of Summer 2020 Examinations for Regular/Ex-students of Final Year/Semester of Various Programmes/Courses and Examination of their Backlog Subjects/Papers/and Incidental Matters, Direction, 2020.
10. College's Direction # 6 regarding Summer 2020 Examinations of Terminal Semesters (M.Com. & M.B.A.)
11. RTM Nagpur University's Direction # 32 of 2020 regarding Special Rules for Conduct of Summer 2020 Examinations of Failure Students of all Semesters and External Students Direction,2020
12. RTM Nagpur University's Circular dated 19.12.2020 regarding the procedures/modalities for conducting Summer 2020 Examinations of Failure Students of all Semesters and External Students Direction, 2020.
13. College's Direction # 1, 2021 regarding Conduct of Examination of Summer 2020 for Students of Non-Terminal Semesters of All UG and PG programmes with a Backlog of Failed Subjects in Previous Semesters in Wake of Covid-19.
14. College's Direction # 2, 2021 regarding Conduct of Examination of Winter 2020 for Regular Students of All Odd Semesters of All UG and PG Programmes and Ex-Students with Backlog of Failed Subjects of All Previous Semesters of All UG and PG Programmes in the Wake of Covid-19.
15. NMC's letter dated 14.10.2021
16. RTM Nagpur University's letter dated 20.10.2021

A. G. S. College of Commerce & Economics, Nagpur has been granted Autonomy by the University Grants Commission (UGC) and the RTM Nagpur University w.e.f. the 2018-19 session. As an autonomous college, the college is mandated to conduct all its semester end examinations including the terminal semester end examinations as per the University Grants Commission (Conferment of Autonomous Status Upon Colleges and Measures for Maintenance of Standards in Autonomous Colleges) Regulations, 2018. Accordingly, the college conducted semester end examinations of its various autonomous UG/PG



programmes in Winter 2018, Summer 2019, and Winter 2019 as per its own academic regulations which include the scheme of examination.

- However, owing to the outbreak of Covid-19 in the country from March 2020 and the ensuing lockdowns etc., the college could not conduct its Summer 2020 examinations of various semesters of UG/PG programmes.
- As per the UGC Guidelines April, 2020 and July, 2020; RTM Nagpur University's circular dt. 15.05.2020 regarding Planning of Examinations and Academic Calendar, and Direction No. 12 of 2020 regarding Special Rules for the Conduct of Summer 2020 Examinations and Declaration of Results of Regular Students and Promotion of Students to Higher Semesters, the college issued its own Direction No. 1 of 2020 regarding the Declaration of Results of non-terminal Semesters (IInd & IVth Semesters) in the wake of situation resulting out of Covid-19.
- Subsequently, the college declared results of all non-terminal semesters of its various UG/PG programmes i.e. IInd & IVth Semesters of UG programmes and the IInd Semesters of PG programmes as per the scheme outlined in its own Direction No. 1 of 2020.
- However, the Terminal/Final Semester examinations of the TWO autonomous post-graduate programmes of M.Com. and M.B.A. which were required to be conducted by the college in Summer 2020 could not be conducted due to the Covid-19 situation.
- Subsequently, Director of Higher Education, Government of Maharashtra vide letter no. UNI/2020/Baithak/Vishi-1/5640-A dt. 03.09.2020 directed all the non-agricultural universities in Maharashtra to conduct examinations of the final year/semester of various academic programmes within the specified time period.
- Accordingly, the RTM Nagpur University vide its circular dt. 08.09.2020 gave specific instructions regarding the conduct of Practical/ Assignment/ Workshop/Project/Dissertation Examinations and vide its Direction No.20 of 2020 outlined Special Rules for the Conduct of Summer 2020 Examinations for Regular/Ex-students of Final Year/Semester of Various Programmes/Courses and Examination of their Backlog Subjects/Papers/and Incidental Matters.
- Accordingly, G. S. College of Commerce & Economics, Nagpur issued its own Direction # 6 of 2020 for the conduct of Summer 2020 Examinations of regular students of terminal semesters of its autonomous M.Com. and M.B.A. programmes since its UG programmes had not reached the terminal semester stage. As per the scheme of examination, to be conducted in the online mode, each theory paper of 80 marks of one hour's duration consisting of 50 MCQ's covering all different units of the syllabus out of which students were required to attempt 40 MCQ's with each MCQ carrying 2 marks. Internal assessment marks would be as earned by students.
- Accordingly, the terminal semester examinations of M.Com. and M.B.A. were conducted through online mode and the results also were declared.
- Further, the Direction # 6 of 2020 also provided that in case Winter 2020 Examinations of Odd Semesters for regular students and Supplementary Examinations of ex-students for backlog subjects due in Winter 2020 needed to be taken through online mode owing to the Covid-19 situation, the same would be conducted on the above lines i.e. an online examination of one hour duration adopting an MCQ-pattern.
- Further, as per the Direction # 1 of 2021, G. S. College of Commerce & Economics, Nagpur conducted its Summer 2020 Examinations for students of non-terminal semesters of all its autonomous UG and PG programmes with a backlog of failed subjects in previous semesters in the wake of Covid-19 on the above lines i.e examination of one hour's duration for every subject/course of every programme adopting an MCQ-pattern.
- However, owing to the general criticism from academic and other sections of society that the MCQ pattern has lowered the quality of University examinations, the faculty members and the Management of the college decided that an alternative credible mode of conducting online examination needed to be identified in case off-line examinations are not feasible in view of the Covid-19 situation.
- Thus in order to both restore the stake-holders' faith in Examination System and its credibility which is best explicit in the off line examinations but which cannot be unfortunately held, an alternative of online but full length examination without MCQ's appeared to be the best option especially because all students



had become well-versed with the technological part of online teaching-learning and online examinations. So a shift from MCQ pattern paper of One Hour duration to the traditional question paper of full length duration of 2-3 hours wherever applicable was proposed in view of the Covid-19 situation.

B. Accordingly, a special new Direction # 2 of 2021 regarding "Conduct of Examination of Winter 2020 for Regular Students of All Odd Semesters of All UG and PG programmes and Ex-Students with Backlog of Failed Subjects of All Previous Semesters of All UG and PG programmes in the Wake of Covid-19" was issued by the College.

- ✓ As per the Direction# 2 of 2021, Winter/2021 examinations were still conducted in online mode but as per the original scheme of examination for each academic programme as detailed in the Academic Regulations of each programme after dispensing. The MCQ pattern was totally dispensed with.
- ✓ The Direction also provided for the conduct of Summer/2021 Examination in the same mode if the Covid-19 situation did not improve.
- ✓ Accordingly, the Summer/2021 Examinations were also held in the same mode as prescribed by the Direction# 2 of 2021.
- ✓ Subsequently, all the answer books received in PDF format were downloaded and evaluated through the regular Spot Valuation Scheme and the results were also declared.

C. Now, since the Covid-19 Pandemic appears to be under control, the State Government and the local authorities have allowed the colleges to function from 20.10.2021 with some restrictions as under:

- a. Colleges to function with 50% capacity; if the colleges are to function with more than 50% capacity the University shall take appropriate decision in consultation with the local authorities regarding the same. (The University, however, has not come out with any plan for exceeding the limit of 50% capacity so far.)
- b. Only those students above the age of 18 years and who have taken both the doses shall be allowed to attend the classes physically.
- c. The colleges should organize special vaccination drives for those who have not taken any dose despite being eligible.
- d. Accordingly, the College, which had already started its own Vaccination Drive from June 10, 2021 in collaboration with the Bajaj Group, also joined the Government of Maharashtra's "Mission Yuva Swasthya"- Vaccination Drive from 25.10.2021 to 02.11.2021.
- e. As on 02.11.2021 the following was the vaccination position of the college:

Total Admitted Students (All programmes including MBA)	Students with Double Dose	Students with Single Dose	Students without any Dose	Students below 18 years
2277	1228	730	57	262

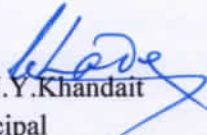
- D. At present, the college is conducting both offline and online classes for the two categories of students. Thus, for the fully vaccinated students i.e. students with two doses, offline classes are conducted and, concurrently, the same lectures are being shared online with partially- or non-vaccinated students.
- E. However, since only around 55% students are eligible to report to the college for physical classes and, consequently, physical examinations, it becomes incumbent on the college to plan an advisable mode of conducting internal and external examinations for both the fully vaccinated and non-vaccinated students:
- F. Accordingly, the meeting of the Academic Council was convened on 27.11.2021 to discuss the suitable mode of examination for Winter/2021. It was initially discussed whether the preliminary and semester end examinations could be conducted as per their original scheme of examination as detailed in their respective academic regulations i.e. a full-length examination in descriptive mode in both the off-line mode (for those who are fully vaccinated) and the online mode (for those who are partially vaccinated or not vaccinated at all) following all the Covid-19 norms. However, all the experts present in the meeting were of the opinion that the two different modes of examination for the same batch of students of any given academic programme in the same examination schedule (Winter/2021) may lead to some complications and also unrest among students. Further, even fully-vaccinated students may also face various difficulties like transport facilities, closed hostels, arrangement of lodging/boardings facilities at a

very short notice etc., which they are currently facing in reporting to colleges and therefore, it was advisable that the Winter/2021 examinations for both the internal and external assessment including semester-end examinations, may be held in an uniform online mode in the wake of Covid-19 situation.

- G. The experts also suggested that in order to mitigate any apprehensions about the quality of online examination and to maintain desired standards of assessment, the college should raise the difficulty level of questions and implement rigorous evaluation methods.
- H. The experts also felt that unless the Covid-19 situation improves and the concerned authorities, viz. the UGC, Government of Maharashtra, RTM University as well as the local authorities, allow the colleges to open with 100% capacity and issue specific directions for the conduct of offline examinations, the online mode of examinations may be continued even in the Summer 2022 examination in view of the unrelenting Covid-19 situation.
- I. Accordingly, and after taking into account all the pros and cons, the following Direction is being issued by G. S. College of Commerce & Economics, Nagpur (Autonomous):
1. This Direction would be called the "Direction regarding the Conduct of Examinations of Winter/2021 for Regular Students of All Odd Semesters of All UG and PG programmes and Ex-Students with Backlog of Failed Subjects of All Previous Semesters of All UG and PG programmes in the Wake of Covid-19."
 2. This Direction shall be applicable to the regular students of all Odd semesters of UG and PG programmes as well as to the ex-students with a backlog of failed subjects of all previous semesters of all UG and PG programmes conducted in the college under autonomy for their Semester-End examinations for Winter/2021 examinations.
 3. The examination of each course/subject, including practical examination/viva voce etc. wherever applicable, shall be conducted in an online mode.
 4. Examination forms of students appearing for these Examinations shall be invited through both offline and online modes. Students shall pay the stipulated examination fees in both the offline/online modes.
 5. The duration of theory examination of each course/subject shall be that of THREE HOURS (or TWO HOURS wherever applicable) as per the original Scheme of Examination as detailed in the Academic Regulations of respective programme/s.
 6. For each theory examination, Question Paper shall be that of 80 marks (or 40 marks wherever applicable) as per the Original Pattern as detailed in the Academic Regulations of the respective programme/s.
 7. The Preliminary Examinations, which are the part of Internal Assessment mechanism, of all regular students of all programmes shall also be conducted in the above manner i.e. through the online mode.
 8. The Internal Assessment (for 20 marks) shall be carried out as detailed in the Academic Regulations of the respective programme in the online mode.
 9. In view of the Covid-19 situation, even those students who fail to attend the minimum attendance criteria of 75 % attendance shall be allowed to appear in examination subject to the condition that they shall attain the prescribed attendance criteria in the next semester whether in online mode or offline mode. However, such students shall not be entitled to any marks for attendance which is the part of Internal Assessment.
 10. Internal Assessment marks scored by ex-students in their earlier semesters as per the existing scheme of Internal Assessment would remain unchanged.
 11. The Preliminary Examination for all regular students of all Odd Semesters (wherever applicable) shall be conducted in the Second Week of December 2021 in the online mode.
 12. The Semester-End Examination for all regular students of all Odd Semesters (wherever applicable) and also for the ex-students shall be conducted tentatively in the Third-Fourth Week of December 2021 in the online mode and the results shall be declared within 45 days.
 13. Students appearing for Preliminary and Semester-End Examinations in the online mode, would be given a PDF/Google Form of question paper of the given course/subject on their registered mobile number via WhatsApp 10 minutes before the scheduled start on the day of examination. Students would be required to solve answers in their own and legible hand-writing on a good quality ruled (lined) paper of A-4 size leaving a margin of 1.5 inch on the left side. It may be noted that if students

are found to have copied their answers verbatim from books or any other source, the same shall be treated as "unfair means" and due action including debarment from examination shall be taken against the concerned students. Similarly, if it is found out that the answer book is containing the scripts in different hand-writing it shall be treated as "unfair means" and due action including debarment from examination shall be taken against the concerned students. Further, a student shall be required to write on each page his/her name (in case of preliminary examination) and roll number (in case of semester-end examination) as well as the date of examination, and also reproduce/write the question in the answer-book before writing the answer. If the student is found to have committed any breach with respect to the above instructions and other stipulated rules during the examination, his answer book shall be treated as "unfair means" and due action including debarment from examination shall be taken against him/her. After the expiry of examination duration (Three Hours or Two Hours wherever applicable), students would be required to send the PDF files of their paginated answer books to the given Google Form/email Id etc. within 15 minutes from the expiry of the duration of examination and the link will be closed after 15 minutes. In no case shall the time be extended for submitting the scripts online. Students failing to submit their scripts within 15 minutes shall be marked as ABSENT and no excuse whatsoever shall be entertained. The responsibility of submitting an answer book online within the given timeframe is entirely that of the student and therefore he/she should be well-equipped with related technology.

14. Students are also required to preserve their hand-written answer-sheets/papers and submit them to the college whenever they are back in college.
15. Any other instructions/guidelines with respect to the conduct of Winter 2021 Examinations of regular students of odd semesters and also the ex-students with a backlog of failed subjects in previous semesters received from the UGC, State Government and RTM Nagpur University after the issuance of this Direction shall be deemed to be incorporated in this Direction as long as such instructions/guidelines are not inconsistent with the college's mandate of conducting its own examinations under autonomy or the University Grants Commission (Conferment of Autonomous Status Upon Colleges and Measures for Maintenance of Standards in Autonomous Colleges) Regulations, 2018.
16. This Direction being a one-off and special direction necessitated by the Covid-19 situation shall be operative only for the purpose and period for which it has come to existence and presently only for the purpose of the conduct of Winter/2021 Examination of regular students of UG/PG programmes and ex-students with a backlog of failed subjects in previous semesters. Further, the Semester End Examination of the First Semester of all UG and PG programmes, which are yet to start, shall also be conducted in the online mode as a part of Winter/2021 Examinations unless the offline examinations become feasible and are allowed by the UGC, State Government and RTM Nagpur University and the local authorities. Further, unless the offline examinations become feasible and are allowed by the UGC, State Government and RTM Nagpur University and the local authorities, the Summer/2022 Examinations shall also be conducted in the online mode as specified in this Direction without the issuance of any fresh Direction.
17. This Direction has been approved by the college's Academic Council and the Governing Body.


Dr N.Y. Khandait
Principal

Principal
G.S. College of Commerce
& Economics, Nagpur.

