

Annexure – 22

(5.11)

(Details of the Question Paper Setter)



P. K. UNIVERSITY

SHIVPURI (M.P.)

University Established Under section 2(F) of UGC ACT 1956 Vide MP Government Act No 17 of 2015

Ref. No.

Date.....

The Required information in *Proforma for submission of information by State Private Universities* which is asked under 5. Curriculums, Teaching Learning Process/Method, Examination/Evaluation System, 5.11 how are the question papers set to ensure the Achievement of the course objectives?

The names of paper setters are approved by the Academic Council as per university ordinance, the question papers are set to achieve the objective of the course accordingly.

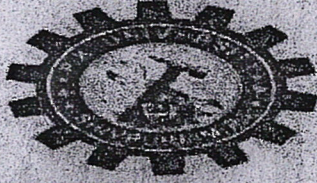
Copy of **Academic Council** is attached.

Vice Chancellor

P. K. University
Shivpuri (M. P.)
VICE CHANCELLOR
P.K UNIVERSITY
SHIVPURI (M.P.)

Registrar

P. K. University
Shivpuri (M. P.)
REGISTRAR
P.K. UNIVERSITY
SHIVPURI (M.P.)



P.K. UNIVERSITY SHIVPURI (M.P.)

University Established Under section 2f of UGC ACT 1956 Vide MP Government Act No 17 of 2015

Minutes of the 13th Academic Council held on 29.06.2024

MINUTES OF 13th ACADEMIC COUNCIL MEETING

The 13th meeting of Academic council was held on 29th June 2024, Saturday at 2:00 PM in Conference Hall at Administrative Block under the Chairmanship of Prof.(Dr.) Yogesh Chandra Dubey (Vice-Chancellor).

The following committee members were presented at the meeting:

1. Prof (Dr.) Yogesh Chandra Dubey (Hon'ble Vice Chancellor, P.K.University) Chairman
2. Dr. J.K.Mishra (Director Admin. , P.K.University) Member
3. Dr. Aiman Fatma (I/c Dean of Academic, P.K.University) Member
4. Dr. Neeta Singh (Dean of Faculty of Medical Science, P.K.University) Member
5. Dr. Bhaskar Nalla (Associate Professor in Faculty of Management, P.K.University) Member
6. Mr. Harday veer (Assist. Professor of Faculty of Law,P.K.University) Member
7. Dr. Ashish Vishwakarma (HOD of Faculty of Science, P.K.University) Member
8. Mr. Praveen Kumar (Assist. Prof. of Faculty of Science, P.K.University) Member
9. Mr Ashish Pratap Singh (HOD of Computer Science & Application, P.K.University) Member
10. Dr. Prabhakar Kumar (HOD of Faculty of Agriculture, P.K.University) Member
11. Dr. Jitendra Malik (Dean of Faculties, P.K.University) Member
12. Dr. Mahalaxmi Johri (HOD of Department of Social Science, P.K.University) Member
13. Mr. Syeed Adil (Associate Prof in Dept of Civil Engg., P.K.University) Member
14. Prof. (Dr.) Karm Veer Arya (Prof. in IIITM, Gwalior (MP) MPPURC Member
15. Prof. (Dr.) C.B.Singh (Professor in Institute of Economics & Finance, Bundelkhand University, Jhansi) External Member
16. Prof. (Dr.) Pavan Kumar Shrivastava (Professor in Economic Deptt., Govt. Srimat Madhav Rao Sciendia, PG College, Shivpuri (M.P.) External Member
17. Mr. Sohil Ansari (Student of B.Pharm Course in Faculty of Pharmacy at P.K.University) Student Member
18. Mr. Hunez Ansari (Student of MBA (HR) Course under Faculty of Management at P.K.University) Student Member
19. Dr. Balveer Singh (HOD of Dept. of Computer Science Engg.,P.K.University) Member
20. Dr. Deepesh Namdev (Registrar, P.K.University) Member Secretary



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Special Invitees

- | | |
|--|--------|
| 21. Ms. Nisha Yadav (Librarian/Deputy Registrar, P.K.University) | Member |
| 22. Mr. Shubham Shrivastava (PRO, P.K.University) | Member |

The Chairman welcomed all the learned members of the Academic Council, who attended the meeting. He requested the Registrar (Secretary) to present the agenda items for deliberation.

Agenda No 13.1: Confirmation of 12th Academic Council minutes held on 15-09-2023.

Minutes of the 12th meeting of Academic Council held on 15.09.2023 was circulated to the Hon'ble members of Academic Council and as the members did not report any change in the minutes of the meeting, therefore, the minutes of 12th meeting of the Academic Council was confirmed.

The details of minutes are placed in agenda note at page no 03 to page no 85.

Agenda No 13.2: Action taken on 12th Academic Council minutes held on 15-09-2023

The action taken on the minutes of 12th meeting of Academic Council were presented in the meeting and same were noted by the members.

The details of action taken on minutes of 12th Academic Council meeting are placed in agenda note at page no 86 to page no 87

Agenda No 13.3: To approve minutes of Board of Study meeting of different faculties as per norms of UGC; Faculty of Art, Faculty of Science, Faculty of Law, Faculty of Commerce, Faculty of Engineering, Faculty of Paramedical, Faculty of Nursing etc.

The academic council gone through the minutes of Board of Study in various faculties as mentioned above and the member approved the same.

The details of Board of Study on minutes of 13th Academic Council meeting are placed in agenda note at page no 88 to page no 120

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Agenda 13.4: (i) To approve the Examination related new documents-Answer Book, Award List, Invigilator format etc. and approve Valuation work 60% should be complete from university faculties & 40% should be complete from outsider or other university faculties as per norms of UGC.

The examination related new document as like-Answer book, Award List, Invigilator format etc. discussed by the member in the meeting and the same was approved.

The valuation work 60% should be complete from the university faculties and 40% should be complete from outsider and other university faculties for evaluation of theory and practical examinations were discussed in the meeting of the Academic Council and council approved the same.

The details of Examination related new documents on minutes of 13th Academic Council meeting are placed in agenda note at page no to page no

Agenda 13.4: (ii) To approve the Examination Manual.

The council member discussed the examination manual and discussed the question papers setting procedure to ensure the achievement of the course objectives. After discussion the council member approved the same.

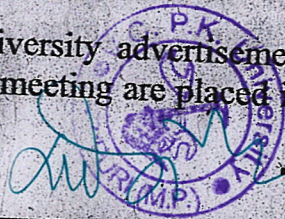
The details of Examination Manual on minutes of 13th Academic Council meeting are placed in agenda note at page no to page no

Agenda 13.5: To approve procedure as per norms of UGC with the following documents/formats:-

(i) **University advertisement for admission.**

The University advertisement for admission the council member discussed in the meeting and approved the same.

The details of University advertisement for admission on minutes of 13th Academic Council meeting are placed in agenda note at page no 173 to page no 189.



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- (ii) *Individual departments/faculty wise department for the purpose of admission on the basis of university admission competitive test. (प्रवेश प्रतियोगी परीक्षा)*

Individual departments/faculty wise department for the purpose of admission on the basis of university admission competitive test was discussed in the meeting and approved the same.

The details of university admission competitive test on minutes of 13th Academic Council meeting are placed in agenda note at page no 190 to page no 202.

- (iii) *Individual admission process of faculty wise/department wise/programme wise on the basis of qualifying examination merit (12th/Polytechnic/ITI/10th etc.) as per the norms of council & as per norms of UGC.*

Individual admission process of faculty wise/department wise/programme wise on the basis of qualifying examination merit (12th/Polytechnic/ITI/10th etc.) as per the norms of council & as per norms of UGC was discussed in the meeting and approved the same.

The details of qualifying examination merit on minutes of 13th Academic Council meeting are placed in agenda note at page no 203 to page no 218.

- (iv) *Documents submission and verification regarding eligibility criteria on the basis of council and per norms of UGC must be completed by admission cell.*

Documents submission and verification regarding eligibility criteria on the basis of council and per norms of UGC must be completed by admission cell was discussed in the meeting and approved the same.

The details of documents submission and verification on minutes of 13th Academic Council meeting are placed in agenda note at page no 219 to page no 220.



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Agenda 13.6: Approval of Formals and Certificates:-

- (i) *Format of Character Certificate.*
- (ii) *Format of Internship Letter for the course of Bachelor in Physiotherapy.*
- (iii) *Format of Practical Training Certificate.*
- (iv) *Format of Enrollment form as per norms of UGC/Council.*
- (v) *Other format and certificate.*

Same times the students are need to get a Character Certificate and Internship letter when they want to training from other organization so the council member discussed out the mentioned formats in the meeting of academic council and the same were approved.

As per norms of UGC/Council enrollment form content is must ABC ID so the student can digitalized traced for this purpose the council member discussed and approved the same.

The details of Formats and Certificates on minutes of 13th Academic Council meeting are placed in agenda note at page no 221 to page no 231.

Agenda 13.7: Reporting the degree and diploma issued the students so far in all the faculties.

Under any other item, the Diploma, PG Diploma, UG Degree, PG Degree issued from January 2023 to till date are presented before the Academic Council as given in the table agenda.

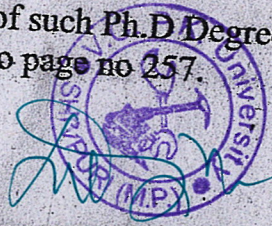
The details list of such Degree/Diploma/PG Diploma Degree issued from January 2023 to till date are placed at page no 232 to page no 254.

Agenda 13.8:

- (i) *Reporting of Ph.D degree awarded.*

Ph.D Degree issued from starting to till date are presented before the Academic Council as given in the table agenda.

The details list of such Ph.D Degree issued from starting to till date are placed at page no 255 to page no 257.



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(ii) Reporting of Ph.D degree enrolled.

Ph.D Degree enrolled from starting to till date are presented before the Academic Council as given in the table agenda.

The details list of such Ph.D Degree enrolled from starting to till date are placed at page no 258 to page no 267.

(iii) Reporting of Ph.D advertisement 2023-24 and vacant seats against advertisement.

Reporting of Ph.D advertisement 2023-24 and vacant seats against advertisement was discussed in the meeting and approved the same.

The details of Ph.D advertisement 2023-24 and vacant seats against advertisement on minutes of 13th Academic Council meeting are placed in agenda note at page no 268 to page no 274.

Agenda 13.9: To approve the Academic Calendar of the session 2024-25 as per norms of UGC & MPPURC.

The academic calendar of P.K. University for the session 2024-25, Odd & Even semester, was discussed in the meeting of Academic Council & the council approved the same.

The academic calendar is placed in the agenda notes at page no 275 to page no 277.

Agenda 13:10: To approve the minutes for the 2nd Admission Committee Meeting as per norms of UGC.

The minutes for the 2nd Admission Committee Meeting as per norms of UGC was discussed in the meeting of Academic Council & the council approved the same.

The 2nd Admission Committee Meeting is placed in the agenda notes at page no 278 to page no 282.



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Agenda 13:11:

(i) Reporting of Tech Fest.

Reporting of Tech Fest was discussed in the meeting of Academic Council & the council approved the same.

The Tech Fest is placed in the agenda notes at page no 284 to page no 304.

(ii) Reporting of IQAC meetings & report as per norms of UGC.

The minutes of meeting of IQAC discussed and audited annual academic report and continuous internal evaluation system regarding to mid semester, examination, quiz session, lab viva and class tests, evaluations discussed and IQAC report approved.

The IQAC meetings & report is placed in the agenda notes at page no 305 to page no 308.

(iii) Reporting of NSS activities as per norms of UGC.

Regarding NSS activities university should take God gram and schedule wise activities should be in village and observe the development.

This suggestion adopted and council member approved the same.

The NSS activities is placed in the agenda notes at page no 309 to page no 377.

(iv) Reporting of Best Practices of university.

The reporting of Best Practices of the university discussed by the council member and said that this report & photograph shows the different other avenues as like internship, field training, seminars projects etc., provided learning for the students apart from class room so council member approved the same.

The Best Practices of university is placed in the agenda notes at page no 378 to page no 522.



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Agenda 13:12: To approve the minutes of 9th Finance Committee meetings which was held on 28.06.2024.

The minutes of 9th Finance Committee meeting was discussed and approved the same.

The 9th Finance Committee meeting is placed in the agenda notes at page no 523 to page no 528.

Agenda 13:13: Any other matter with the permission of Chairman.

- (i) To discuss & follow the guidelines for marks entry in Digilocker with in time as per the order of MPPURC & as per norms of UGC & Higher Education.
- (ii) To discuss & follow the entry on MP Online Portal of new admitted students as per order of MPPURC.
- (iii) To follow the order for last date of admission is 31-07-2024 as per order of UGC/Higher Education/MPPURC.
- (iv) To follow the order & Guideline for creating Admission number ID (प्रवेश नंबर/आई.डी.) & Enrollment No. (नामांकन क्रमांक) as per norms of MPPURC.
- (v) To declare result within time as per norms of UGC/Higher Education/MPPURC & ensure to send T.R. report to MPPURC as per order of MPPURC.
- (vi) To celebrate induction programme/welcome programme (दीक्षारंभ समारोह) as per order of UGC/Higher Education/MPPURC & programme date is 1st July to 3rd July for 03 days.

All the letters discussed and suggested that all the information should be sent to regulatory body within time for these information all letters read and discussed and approved the same.

All the letters is placed in the agenda notes at page no 529 to page no 556.

Dean Academic

Registrar

Director



Vice-Chancellor

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