

Daffodil International University

Office of the Controller of Examinations

Proceedings of the meeting Regarding Examination System in BLC

12 December 2020

A meeting organized by the Office of the Controller of Examinations held on Saturday, December 12, 2020 at 11:00AM through Google Meet. The meeting was presided over by Professor Dr. S. M. Mahbub-Ul-Haque Majumder, Vice Chancellor (In-Charge) and Pro-Vice Chancellor, DIU.

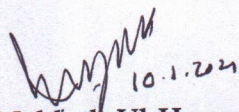
Members present in the meeting:

1. Dean, Academic Affairs
2. All Dean of the Faculties
3. Registrar
4. Controller of Examinations (In-Charge)
5. All Associate Dean of the Faculties
6. All Head of the Departments
7. All Associate Head of the Departments
8. All Chairmen of the Examinations Committees

Agenda and decision of the Meeting:

1. **Agenda:** Examination Duration on BLC.
Decision: The Midterm Examinations on BLC should be conducted not more than 2:30 hours/course and the Final Examinations should be conducted not more than 3:30 hours/course. Courses that demand examination hour of more than 3:30 hours need prior approval from the concerned authority to conduct.
2. **Agenda:** Name of the Examinations
Decision: Midterm and Final Examination will be named as "Midterm Examinations" and "Final Examinations" respectively on BLC platform.
3. **Agenda:** Number of Quizzes
Decision: The meeting decided that not less than three (03) quizzes should be conducted in a semester. However, if any course teacher wishes to conduct more than three (03) quizzes, s/he may conduct but the best of three (03) should be counted for result calculation.
4. **Agenda:** Marks Distribution for BLC Examination
Decision: The meeting decided not to change the existing marks distribution format to avoid any confusion or discomposure among the students during this pandemic. Moreover, the IQAC proposed marks distribution format may not be adoptable for every faculty, so it needs to be worked on and may be discussed in future.
5. **Agenda:** Effective Semester.
Decision: The decisions made above may be effective from Spring-2021 semester.

These were discussed at length in the meeting and the decision was taken unanimously. The Chairman of the Meeting thanked everyone for attending the meeting and requested the members to follow properly what has been discussed and decision in the meeting.



(Prof. Dr. S. M. Mahbub-Ul-Haque Majumder)
Vice Chancellor (In-Charge)
Daffodil International University