মিটিং রেজল্যুশন বহি
MEETING RESOLUTION BOOK

মিটিং নং / Meeting No.	২ ঃ / D ৫ / 0 ৮ / ২৭	উপস্থিত সভ্যগণের নাম	স্থান / Place	HOD, Room
তারিখ / Date	৪/৭/২৪	NAME OF MEMBERS PRESENT	সময় / Time	4.30 PM

১। 1.	Halder 4.7.24	৮। 8.		১৫। 15.	
২। 2.	৪.৭.২০২৪	৯। 9.		১৬। 16.	
৩। 3.	Biplas mandal	১০। 10.		১৭। 17.	
৪। 4.	৪/৭/২৪	১১। 11.		১৮। 18.	
৫। 5.	৪/৭/২৪	১২। 12.		১৯। 19.	
৬। 6.		১৩। 13.		২০। 20.	
৭। 7.		১৪। 14.		২১। 21.	

নং / No.	রেজল্যুশন / Resolution Adopted
1.	In response to letter no. VU/PG/292/24 dtd. 3.7.24. with Sub: PG entrance exam 2024, the following points were unanimously decided by the DC members upon discussion of the provided instructions :—
	a) In order to prepare 50 X 2 = 100 questions of MCQ, 4 faculties - Dr. P.H.Mallick, Dr. S.K.De, Dr. J.K. Kundu & Dr. B. Mandal are requested to mail 25 each number of questions (with answerkeys) to HOD within 7th July 2024 confidentially so that the final set A and B may be sent as per guidelines strictly within 12th July '24.
	b) All four faculties shall be involved in evaluation of answerscripts on the spot as per admission committee regulations.
	c) All faculties including Dr. B. Chakraborty shall be involved in the invigilation activities.
2.	The meeting ended with thanks to the chair.

Halder
0,4.7.24.

LAST DATE — 12.7.24,

a) Questions shall be legible, easily readable and free from spelling and grammatical mistakes. Abbreviations should not be used. Acronyms shall be expanded. No question is to be repeated in any of the set prepared by you.

b) In order to avoid mistakes in printing, the questions should be typed in MS-Word format (a certificate to the effect that questions were typed confidentially be enclosed) and a soft copy in USB drive (pen drive). Each page of the question paper (print version) should be signed by the Chairman of BOS/HOD/ Teacher in Charge of the respective programme.

c) There will 50 no of selection type questions (MCQ). All questions should have four options (A, B, C and D). Only one option will be correct. Correct answer will carry full marks 2. In case of incorrect answer or any combination of more than one answer, ½ mark will be deducted.

d) **Two different sets of question papers should be set and sent**. Avoid the same questions being repeated in two sets and avoid the same questions being repeated in different places in the same question paper.

e) Composition of question papers shall have a mixture of questions of different levels as follows – Average 40% to 50%, Difficult – 30% to 40%, Advanced Level (Higher order Thinking Skills) – 20% to 30%.

f) In case of Bengali/Sanskrit / Hindi papers, please use Unicode Font for the Bengali, Sanskrit and Hindi words. In case of Santali, use olchiki script for Santali words.

g) IF ANY MEMBER(S) OF YOUR FAMILY OR RELATIVE IS APPEARING FOR THE FORTHCOMING ENTRANCE TEST, KINDLY DECLINE THIS OFFER AND RETURN THE SAME IMMEDIATELY TO THE SENDER.

h) The question paper setting and transmission should be strictly confidential and kindly affix a declaration to this effect (copy enclosed).

i) KINDLY TREAT THIS ASSIGNMENT AS STRICTLY "STRICTLY CONFIDENTIAL".

j) *Answer Key(s) must be prepared for both the set and the same will remain in custody of the HOD/T-I-C.*

I request your kind cooperation in this regard.

Thanking you,

Your Sincerely

3.7. 2024   Secretary
Faculty Councils for PG Studies
VIDYASAGAR UNIVERSITY
Midnapore - 721102

Secretary, Faculty Council of Post Graduate Studies.

Please collect USB Drive (from the office of the PG Secretary)

Kindly Note: Following items should be submitted in a sealed envelop

1. USB (Pen drive) containing TWO SETS of question paper (containing 50 questions in each) in MS-word and pdf.

2. Printout of the above two sets of question paper with signature of Chairman of BOS/HOD/ Teacher in Charge in each page.