



"Empowerment through quality technical education"
Dr D Y Patil Educational Enterprises Charitable Trust's

Dr D Y PATIL SCHOOL OF ENGINEERING

(Approved by AICTE, New Delhi Recognized by Govt. of Maharashtra, Affiliated to Savitribai Phule Pune University)

AISHE Code: C-46648 DTE Code: EN6732 SPPU PUN Code: CEGP015720

(Accredited by NAAC, NABL & ISO 9001:2015 & 21001:2018 Certified Institute)

A.Y. 2021-22

The institution has transparent, time bound and efficient mechanism to deal with internal examination related grievances

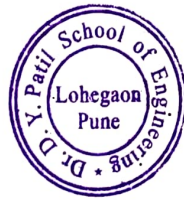
(Criteria 2.5.2)

Attached samples of documents which shows

- Examination Grievance Cell
- MOM of Examination Grievance Cell
- Actual grievances received and action taken reports

Dr. F. B. Sayyad

Principal



Enclosed: Records of activity done.



Dr. D. Y. Patil School of Engineering

Internal Examination Cell

Sr No./Name/Designation	Category	Nature
1. Prashant Karajagi:- Internal Exam Coordinator	Teacher	Nominated by the Principal
2. Dr. Saniya Ansari:- Dept. Int. Exam Coordinator	Teacher	Nominated by the HOD E&TC
3. Prof. Vishal Borate:- Dept. Int. Exam Coordinator	Teacher	Nominated by the HOD COMP
4. Prof. Swapnil Bijwe:- Dept. Int. Exam Coordinator	Teacher	Nominated by the HOD Civil
4. Prof. Deepak Shelke:- Dept. Int. Exam Coordinator	Teacher	Nominated by the HOD MECH
4. Prof. Vinod Tirpude:- Dept. Int. Exam Coordinator	Teacher	Nominated by the HOD FE

Tenure/ Term: 1 Year

Objective:

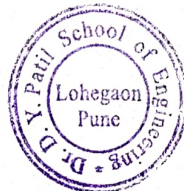
Smooth conduction of internal examinations (Unit Tests) and resolving the issues of students related to examinations.

Function:

1. To prepare the schedule of internal examinations (Unit Tests) and convey to departments.
2. To prepare the Time Table of internal examinations (Unit Tests) and Senior and Junior supervision duty chart through department internal exam coordinators.
3. To prepare the classrooms for internal examinations and maintain the sufficient stock of answer books and other exam related stationary for examination.
4. To help Senior Supervisors in setting up the exam control room as per the guidelines provides by SPPU (man power/stationary etc).

Meetings: 6 meetings per year (1 meeting each for one Unit Test)


Prof. Prashant Karajagi
CEO




Principal



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Dr. D. Y. Patil School of Engineering
Dr. D. Y. Patil School of Engineering & Technology
Dr. Ajeenkya DY Patil Knowledge City, Charholi Bk., Via. Lohegaon, Pune – 412 105

Minutes of Meeting

Meeting	Internal Exam Grievance Cell Meeting with all Department Coordinators
Date	26/10/2021 Time 01:30 PM
Location	CEO Room-27
Chairperson	Prashant Karajagi- Internal Exam Grievance Cell Coordinator
In Attention	Department Exam Coordinators
Discussion	<p>1. Discussion about grievance related to uploading of answer sheet on MS Teams during Unit Test-1 examination Students raised the issue related to uploading of answer sheet to the subject teacher/department internal exam coordinator/HOD. The cell has informed to either increase the time for uploading the answer sheet or ask the students to send that file to respective subject teacher on whatsapp or Email ID.</p> <p>2. Discussion about grievance related to non-reporting of students for Unit Test-1 examination Students conveyed the absenteeism for Unit Test-1 examination to subject teacher/department internal exam coordinator/HOD through whatsapp/mail. In case of valid reason, department need to arrange the same test for such students.</p> <p>3. Discussion about grievance related to marks obtained by students In case students complain about the marks obtained, then subject teacher shall verify the same.</p>
Resolutions	<p>1. Discussion about grievance related to uploading of answer sheet on MS Teams during Unit Test-1 examination It has been resolved that extra time shall be provided for uploading the answer sheet in case of MS Teams server down or students need to send on whatsapp or Email ID of respective subject teacher.</p> <p>2. Discussion about grievance related to non-reporting of students for Unit Test-1 examination It has been resolved that same test needs to be arranged for absent students.</p> <p>3. Discussion about grievance related to marks obtained by students It has been resolved that the subject teacher should verify the answer sheet in case of discrepancy raised by student about the marks obtained.</p>


Prof. P. G. Karajagi

Internal Exam Grievance Cell Coordinator

Representative present for meeting:

1. Dr. Saniya Ansari - Department Exam Coordinator, E&TC
2. Prof. Vishal Borate - Department Exam Coordinator, Comp
3. Prof. Swapnil Bijwe - Department Exam Coordinator, Civil
4. Prof. D. D. Shelke - Department Exam Coordinator, Mech




Principal

Last Reminder to all absent students for
 DBMS unit test 2.
 Unit test is rescheduled today at 3 to 4
 pm for DBMS.
 All absent students must attend and
 retest.

12:57 pm ✓

Chaitanya Sir, DYP

Chaitanya Sir, DYP

✉ Absent Students for TOC Unit
 Test I

- A-75 amana.165@dypisp.onmicrosoft.com
- B-32 ahmad.97@dypisp.onmicrosoft.com
- B-26 rohan.91@dypisp.onmicrosoft.com
- A-58 karimkhan.58@dypisp.onmicrosoft.com
- B-51 akshata.116@dypisp.onmicrosoft.com
- B-76 vanshaj245@dypisp.onmicrosoft.com

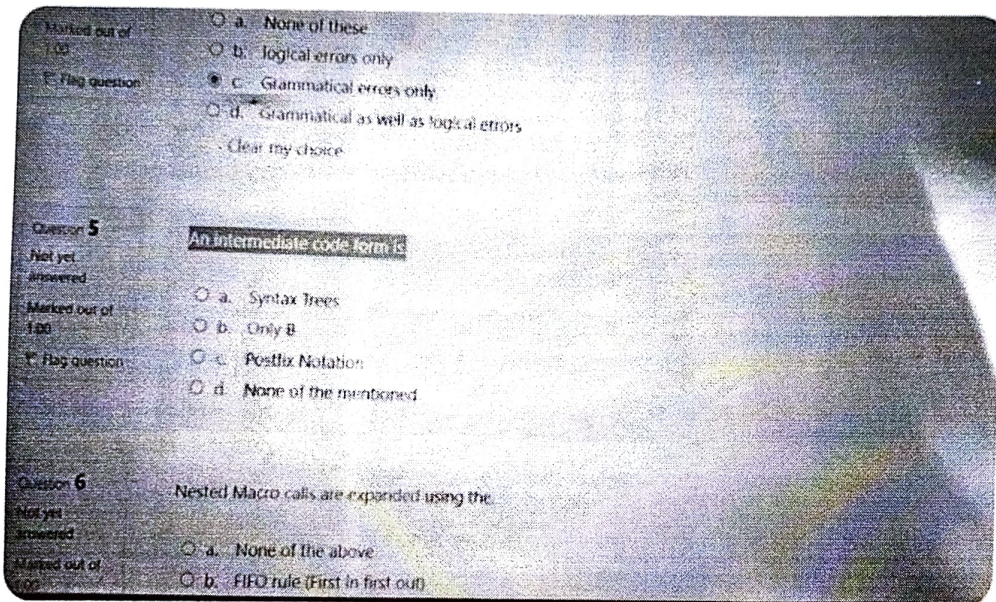
Only these students have given
 Retest exam

2:20 pm

The screenshot shows a web browser window with the following content:

- Browser Tabs:** Includes 'Ajaykya D.Y. Fast Group', 'Folder shared with you', 'Sher Shah Movie Songs', 'WhatsApp', and 'SOECOMP-DBMS-21-22'.
- Address Bar:** Shows the URL 'dypicadypgonline.in/mod/quiz/view.php?id=177446&forceview=1'.
- Course Page:**
 - Header:** Database Management Systems
 - Breadcrumbs:** Dashboard / My courses / SOECOMP-DBMS-21-22 / Exams 2020-22 / Unit test 1
 - Unit test 1 details:**
 - Opened:** Saturday, 30 October 2021, 3:00 PM
 - Closed:** Saturday, 30 October 2021, 4:30 PM
 - View** (button)
 - Exam Rules:**
 - Attendance is compulsory for all students. Strict action will be taken against the absent students.
 - Syllabus - Unit No. 2 & Unit No. 3.
 - Total No of Questions-20 (Each question carries 1 mark)
 - Total Marks - 20 (Note - Unit No 2 for 10 Marks & Unit No 3 for 10 Marks)
 - Nature of Examination - MCQ.
 - Respective Faculty will share question paper to students online during regular lecture on LMS only.
 - Performance in these test will be consider for your final SPPU term work assessments.
- Sidebar Menu:** SOECOMP-DBMS-21-22, Participants, Examples, Competencies, Grades, General, Topic 1, Topic 2, Topic 3, Topic 4, Topic 5, Exams 2020-22, DBMS LAB 2019 Course.
- Windows Taskbar:** Shows the time as 15:26 on 29-12-2021.

* Retest condⁿ (UT-1, Sem-1, AY 2021-22)



Sir wrong options

3:24 pm

Question and options are correct. You choose your answers.

3:28 pm ✓✓

Sir what do you mean by only B

3:29 pm

When it is the B option

3:29 pm

Options are shuffle

3:30 pm ✓✓

* Query regarding options. (UT-1, Sem-1, AY-20 21-22)



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Minutes of Meeting

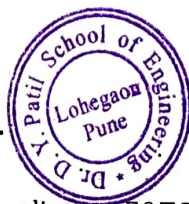
Meeting	Internal Exam Grievance Cell Meeting with all Department Coordinators
Date	15/12/2021 Time 11:15 AM
Location	CEO Room-27
Chairperson	Prashant Karajagi- Internal Exam Grievance Cell Coordinator
In Attention	Department Exam Coordinators
Discussion	<p>1. Discussion about grievance related to uploading of answer sheet on MS Teams during Unit Test-2 examination Students raised the issue related to uploading of answer sheet to the subject teacher/department internal exam coordinator/HOD. The cell has informed to either increase the time for uploading the answer sheet or ask the students to send that file to respective subject teacher on whatsapp or Email ID.</p> <p>2. Discussion about grievance related to non-reporting of students for Unit Test-2 examination Students conveyed the absenteeism for Unit Test-2 examination to subject teacher/department internal exam coordinator/HOD through whatsapp/mail. In case of valid reason, department need to arrange the same test for such students.</p> <p>3. Discussion about grievance related to marks obtained by students In case students complain about the marks obtained, then subject teacher shall verify the same.</p>
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Prof. P. G. Karajagi

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3. Prof. Swapnil Bijwe - Department Exam Coordinator, Civil
4. Prof. D. D. Shelke – Department Exam Coordinator, Mech




Principal

* 07-2 H9-1-25-1sem 3/2/2020 11:30 am
+91 82086 96455 ~Believe In Yourself 😊😊

Lms not working

11:30 am

+91 89757 01212 ~Utkarsha Dalvi

Same

11:30 am

+91 91683 02228 ~👉RUTUJA THOKALE.....👈

Lms is not working sir

11:31 am

+91 90672 35491 ~kajal jagtap

+91 82086 96455

Lms not working

Same problem sir

11:31 am

+91 83904 52561 ~Nam 👤

+91 83904 52561 ~Nam 👤

Yes sir not working

11:31 am

+91 89834 67077 ~Rahul

Open hoat nahi e sir

11:31 am

+91 89756 80242 ~Sanghaa 😊

Lms not working

11:31 am

+91 91561 83420

~Kshitiz Kumar

🚫 This message was deleted

11:31 am

Requesting to conduct a re-test for Data Analytics exam External Inbox x



Ashwin Bali <ashwinbali8@gmail.com> Thu, Dec 23, 5:45 PM (4 days ago) ☆ ←
to me, hod_comp@dypic.in ▾

Respected sir,
I am Ashwin Bali, from B.E. - A. I missed a unit test exam for Data Analytics subject as I did not have my phone with me it was formatted as it replaced and I lost all contacts. I request you to conduct a re-test for the same so that I can give the exam and I don't lose marks.

Sure, I will let you know. Received your mail. Sorry, I can't help you.

← Reply ↶ Reply all → Forward

AY 2021-22
s
is
dance
+
+



* UT-2, Sem-I, Ay 2021-22, Retest of [initials]

Regarding Unit Test External Inbox x



A57-Parikshit Aher <parkahe7171@gmail.com>
to hod_comp, me

Thu, Dec 23, 4:38 PM (4 days ago) ☆ ←

Respected sir,
Sir, I am Parikshit Dilip Aher from BE A Division.
Sir, from last 2 weeks I'm suffering with Dengue so, I missed my Unit Test 2.
I request you to please allow me to attempt the Unit test 2.

Thank You.

← Reply ↶ Reply all → Forward

+
+

* UT-2, Sem I, 2021-22, Retest.



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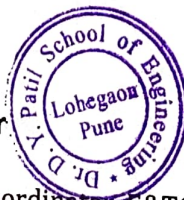
Meeting	Internal Exam Grievance Cell Meeting with all Department Coordinators
Date	20/05/2022 Time 11:00 AM
Location	CEO Room-27
Chairperson	Prashant Karajagi- Internal Exam Grievance Cell Coordinator
In Attention	Department Exam Coordinators
Discussion	<p>1. Discussion about grievance related to uploading of answer sheet on MS Teams during Unit Test-1 examination Students raised the issue related to uploading of answer sheet to the subject teacher/department internal exam coordinator/HOD. The cell has informed to either increase the time for uploading the answer sheet or ask the students to send that file to respective subject teacher on whatsapp or Email ID.</p> <p>2. Discussion about grievance related to non-reporting of students for Unit Test-1 examination Students conveyed the absenteeism for Unit Test-1 examination to subject teacher/department internal exam coordinator/HOD through whatsapp/mail. In case of valid reason, department need to arrange the same test for such students.</p> <p>3. Discussion about grievance related to marks obtained by students In case students complain about the marks obtained, then subject teacher shall verify the same.</p>
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PKS
Prof. P. G. Karajagi

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PKS
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Minutes of Meeting

Meeting	Internal Exam Grievance Cell Meeting with all Department Coordinators
Date	01/06/2022 Time 10:30 AM
Location	CEO Room-27
Chairperson	Prashant Karajagi- Internal Exam Grievance Cell Coordinator
In Attention	Department Exam Coordinators
Discussion	<p>1. Discussion about grievance related to uploading of answer sheet on MS Teams during Unit Test-2 examination Students raised the issue related to uploading of answer sheet to the subject teacher/department internal exam coordinator/HOD. The cell has informed to either increase the time for uploading the answer sheet or ask the students to send that file to respective subject teacher on whatsapp or Email ID.</p> <p>2. Discussion about grievance related to non-reporting of students for Unit Test-2 examination Students conveyed the absenteeism for Unit Test-2 examination to subject teacher/department internal exam coordinator/HOD through whatsapp/mail. In case of valid reason, department need to arrange the same test for such students.</p> <p>3. Discussion about grievance related to marks obtained by students In case students complain about the marks obtained, then subject teacher shall verify the same.</p>
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