



Vivekananda College

(University of Delhi)

ACCREDITED BY NAAC WITH 'A+' GRADE

Year – 2023 – 24

SUPPORTING DOCUMENTS FOR 1.1.2

S. No.	Proof Name	Link	Page Number
1	ACADEMIC CALENDAR 2023-2024	View link	2-3
2	ASSESSMENT METHODS	View link	4-7
3	ORGANISED REGULATED SYSTEM OF INTERNAL ASSESSMENT	View link	8
4	GUIDANCE FOR EXAMINATION	View link	9
5	TEACHERS PARTICIPATING IN EVALUATION AND PAPER SETTING	View link	10-11

ACADEMIC CALENDAR 2023-24 OF UNDERGRADUATE COURSES

दिल्ली विश्वविद्यालय
University of Delhi



कुलसचिव | Registrar

No. Acad.I/299/Academic Calendar/524

Dated: 09.11.2023

NOTIFICATION

In continuation to the Notification no. Acad.I/299/Academic Calendar/2023/342 dated 05.07.2023, the following **Revised** uniform Academic Calendar is hereby notified which is to be followed for the Undergraduate Programmes for the remaining part of the Academic Year 2023-24.

SEMESTER I/III/V/VII	
Commencement of classes	16 th August, 2023 (Wednesday)
Winter break	13 th November 2023 (Monday) to 19 th November, 2023 (Sunday)
Commencement of classes after the Winter break	20 th November (Monday)
Dispersal of classes, preparatory leave and conduct of practical examinations	13 th December, 2023 (Wednesday) to 19 th December, 2023 (Tuesday)
Commencement of theory examinations	20 th December, 2023 (Wednesday)
SEMESTER II/IV/VI/VIII	
Commencement of classes	18 th January, 2024 (Thursday)
Mid Semester Break	24 th March 2024 (Sunday) to 31 st March 2024 (Sunday) Note: Holl on 25.03.2024(Monday)
Commencement of classes after Mid semester break	1st April, 2024(Monday)
Dispersal of classes, preparatory leave and conduct of practical examinations	12 th May, 2024(Sunday) to 20 th May, 2024 (Monday)
Commencement of theory examinations	21 st May, 2024(Tuesday)
Summer Vacation	7 th June, 2024(Friday) to 21 st July, 2024 (Sunday)

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REGISTRAR

Copy to:

1. Dean Students Welfare/ Proctor/Dean (Examinations)/Dean (Admissions)
2. All Deans/Heads/Principals/Director/Prof-in-Charges(all Law Centers)
3. Chairman, Delhi University Sports Council
4. Joint Registrar VCO/Legal/Finance
5. JR(SDC)/JR(Teaching)/JR(Council)/AR(Colleges)
6. PA to Registrar
7. PA to Dean of Colleges
8. PA to Director, South Campus

Handwritten signature
Joint Registrar (Academic)

दिल्ली विश्वविद्यालय, उत्तरी परिसर, दिल्ली - 110007, भारत

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ACADEMIC CALENDAR 2023-24 OF POST-GRADUATE COURSES

दिल्ली विश्वविद्यालय
University of Delhi



कुलसचिव | Registrar

No. Acad.1/299/Academic Calendar/524

Dated: 09.11.2023

NOTIFICATION

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M. K. Chakrabarti
09/11/23
REGISTRAR

Copy to:

1. Dean Students Welfare/ Proctor/Dean (Examinations)/Dean (Admissions)
2. All Deans/Heads/Principals/Director/Prof-in-Charges(all Law Centers)
3. Chairman, Delhi University Sports Council
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[Signature]
Joint Registrar (Academic)

दिल्ली विश्वविद्यालय, उत्तरी परिसर, दिल्ली - 110007, भारत
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ASSESSMENT METHODS

UNIVERSITY OF DELHI

CNC-II/093/1(22)/2022-23/
10th February, 2023

NOTIFICATION

Addition to Ordinance VIII

[EC Resolution No. 60-1/ (60-1-13) dated 03.02.2023]

Following addition be made to the Ordinance VIII (VIII-F) of the Ordinances of the University:

Add the Following:

Assessment pattern of Courses based on Under Graduate Curriculum Framework – 2022 to be implemented from the Academic Year 2022-2023.

1. The assessment pattern that shall be adopted for the purpose of assessment of courses that have been approved by the Competent Authorities under the UGCF 2022 shall be as follows:
 - (a) In any course where 01 credit is attributed to 'Tutorial', an objective assessment process has to be developed as a credit earned by a student in a course will eventually lead to its deposition in the Academic Bank of Credit of such student. Therefore, it is imperative that each credit earned by a student is adequately assessed and recorded accordingly.
 - (b) In view of the above, the components of Tutorial have been listed so that at least some of these activities (listed at point no. 3 below) may be picked up by a student, in consultation with the teacher, as per rules devised for this purpose. The activities conducted shall be assessed through continuous assessment.
 - (i) Some of the activities that may be done as component of tutorials are as follows:
 - Literature review
 - Book review
 - Movie review
 - Project activity (group)
 - Research cum presentation
 - Creative Writing/Paper writing
 - Group discussion
 - Problem Solving exercises

- Any creative production (may be done in a group)
- Innovative Project
- Any other scholastic work related to application of conceptual understanding of the subject.

(ii) Further, out of forty marks allocated for Continuous Assessment of tutorial, five marks shall be for attendance, which shall be distributed as follows:

- | | | |
|----|--|-----------|
| a. | More than 67% attendance but less than 70% attendance | - 1 mark |
| b. | More than 70% attendance but less than 75% attendance | - 2 marks |
| c. | More than 75% attendance but less than 80 % attendance | - 3 marks |
| d. | More than 80% attendance but less than 85% attendance | - 4 marks |
| e. | More than 85 % attendance | - 5 marks |

There shall **not** be marks for attendance in Continuous Assessments for practical.

2. (i) Internal Assessment (IA) shall consist of marks secured in class tests, assignments/ presentations and attendance. For instance, for an Internal Assessment of 25 marks, Class tests shall comprise of 10 marks, Assignments/Presentations shall comprise of 10 marks and attendance shall be for 5 marks. Similarly, for IA of 30 marks, 6 marks shall be for attendance, 12 marks for class test and 12 marks for Assignments/Presentations.

(ii) Six marks for attendance shall be distributed as follows:

- | | | |
|-----|--|-------------|
| (a) | More than 67% attendance but less than 70% attendance | - 1.2 mark |
| (b) | More than 70% attendance but less than 75% attendance | - 2.4 marks |
| (c) | More than 75% attendance but less than 80 % attendance | - 3.6 marks |
| (d) | More than 80% attendance but less than 85% attendance | - 4.8 marks |
| (e) | More than 85 % attendance | - 6.0 marks |

3. (i) To make Internal Assessment and Continuous Assessment fair and reasonable, it is necessary to strengthen the Monitoring Committee for Internal Assessment in every College, constituted as per clause 5 (ii) of Ordinance VIII-E of the Ordinances of the University. This Committee shall be responsible for the entire process of Internal Assessment in the College, including redressal of grievances, if any. The same Committee shall also look into the process of Continuous Assessment and redress grievances, if any.

(ii) A student who is discontent with the decision taken by the Monitoring Committee for Internal Assessment of the College, with respect to the grievance submitted by him/her relating to Internal Assessment/Continuous Assessment, may file an appeal before an appellate body consisting of the Principal of the College, the Teacher-in-charge of the department/senior faculty member, the concerned teacher

who has assessed the aggrieved student and shall be chaired by the Nominee of Dean of Colleges or Director South Delhi Campus, under whose jurisdiction the concerned College falls.

4. The theory examination and internal assessment shall be a cumulative assessment of the teaching-learning done in the theory as well as tutorial classes.
5. The assessment pattern for courses of different credit distributions is provided in **Table – 1**.
6. Practical marks for courses of total four credits, shall comprise of
 - (i) continuous evaluation (25%),
 - (ii) end term practical examination (50%) and
 - (iii) viva-voce (25%).

Practical marks for courses of total two credits shall comprise of

- (i) continuous evaluation (25%),
 - (ii) end term practical /written exam (50%) and
 - (iii) viva-voce (25%)
7. The variance of the total marks in various combinations of LTP structure shall be aligned with the help of “weighted average” calculated through an appropriately devised formula for conversion of marks to grades.
8. “The attendance requirement for continuous mode of assessment shall be as per Ordinance VII of the Ordinances of the University”.
9. To enable students to improve their grades, the following may be adopted:

Grade obtained in the course/paper	Grade obtained in Theory	Grade obtained in Practical/ Tutorial	Re-register	Course of action to improve the Grade
F	Not Satisfied*	Satisfied	No	To appear in end term theory exam of that course/paper for Essential Repeat
More than F	Not Satisfied*	Satisfied	No	To appear in end term theory exam of that course/paper for improvement
More than F	Not Satisfied (IA marks satisfied)	Satisfied	No	To appear in end term theory exam of that course/paper for improvement
More than F	Not Satisfied including IA	Satisfied	Yes	To attend the course and appear for IA and end term theory examination for improvement
More than F	Satisfied	Not Satisfied*	Yes	To attend the course and appear in both theory and practical examinations, along with their CA and IA for improvement.

F	Satisfied	Not Satisfied*	Yes	To attend the course and appear in both theory and practical examinations, along with their CA and IA for Essential Repeat.
F	Not Satisfied*	Not Satisfied*	Yes	Attend the course and appear in both theory and practical examinations, along with their CA and IA for Essential Repeat.

*Not satisfied indicates Grade below the passing marks prescribed for theory/practical.

10. The final percentage of marks (%) for the students graduating from 2022-2023 shall be calculated as Grand CGPA (Cumulative Grade Point Average) multiplied by a factor of 10.

TABLE-1

Total Credits	L	T	P	End term Theory Exam marks	Internal Assessment (IA) marks	Total of theory exam and IA	Duration of theory exam	Tutorial	Practical marks					Grand Total marks
									CA	CA	End term practical/ written exam	Viva-voce	Total	
4	3	1	0	90	30	120	3 hours	40	0	0	0	0	160	
4	3	0	1	90	30	120	3 hours	0	10	20	10	40	160	
4	0	0	4	0	0	0	NA	0	40	80#	40	160	160	
4	1	0	3	30	10	40	1 hour	0	30	60	30	120	160	
4	2	0	2	60	20	80	2 hours	0	20	40	20	80	160	
2	1	0	1	30	10	40	1 hour	0	10	20**	10	40	80	
2	0	0	2	0	0	0	NA	0	20	40**	20	80	80	
2	2	0	0	60	20	80	2 hours	0	0	0	0	0	80	

#In case there is no end term Practical examination for any 4 credit course, which has only Practical component, this mark shall be added to Continuous Assessment of the Practical and the total of the CA for Practical shall be 120.

****In case of courses of two credits which have practical component, either there shall be end term Practical Examination or end term written examination.**

CA - Continuous Assessment

IA - Internal Assessment

Yves Gupta
REGISTRAR

ORGANISED REGULATED SYSTEM OF INTERNAL ASSESSMENT

UNIVERSITY OF DELHI



ACADEMIC COUNCIL
DATED : 30.11.2023
RESOLUTION NO. - 44

Resolution No. -44

44/- The Council resolved that the proposal for change of Assessment Pattern of practicals for all two credit courses (SEC/ AEC) to continuous assessment be accepted from the start of semester in January, 2024.

Note : The existing Assessment Pattern of practicals of two credit courses having LTP - 1 0 1 or 0 0 2 are as follows:

Existing Pattern

Total Credits	L	T	P	Practical marks			
				CA	End term practical/ written exam	Viva-voce	Total
2	1	0	1	20	10	10	40
2	0	0	2	40	20	20	80

Proposed pattern

Total Credits	L	T	P	Continuous Assessment	Total
2	1	0	1	40	40
2	0	0	2	80	80

However, the matter for implementation of continuous assessment in respect of VAC courses be considered by the committee of the following:-

- (i) Director, South Delhi Campus
- (ii) Dean, Academic
- (iii) Chairman, VAC
- (iv) OSD Examination

The Vice Chancellor is authorised to consider and accept the same and report to Academic Council at its next meeting.



GUIDANCE FOR EXAMINATION

GUIDANCE FOR EXAMINATION

Examination Committee Report

The college has set up an examination committee for the smooth functioning of conducting exams. It includes both teaching and non-teaching staff. The university conducts the examination in physical mode. The committee follows the guidelines issued by University of Delhi for conducting the examination.

Report for Internal Assessment

The college follows the guidelines issued by University of Delhi for conducting the Internal Assessment (IA), Practical, Viva-Voce, Projects, Oral, Apprenticeship, Internship and Field work.

IMPORTANT INSTRUCTIONS FOR EXAMINATIONS

- 1. The examination will be held in the two sessions i.e. (Morning Session) from 09:00 a.m. to 12:00 noon and (Afternoon Session) from 03.00 p.m. to 06.00 p.m.**
- 2. "M" stands for Morning session and "AN" stands for Afternoon session.**
- 3. It is to be ensured that Semester-II classes should not be affected. Duties have been assigned keeping this in mind as far as possible.**
- 4. All the invigilators are requested to be present half an hour before the examination and should not leave the Examination Centre without the permission of the Superintendent.**
- 5. No Change in duties shall be made without prior written permission.**
- 6. No Causal Leave will be granted for Examination Duties.**
- 7. All the invigilators are requested to announce all the instructions provided by the University of Delhi to the students in the allotted rooms before the examination.**
- 8. All the invigilators are requested to write FULL EXAM. ROLL NO. in the attendance sheet as per the provided seating plan of the allotted room.**
- 9. All the invigilators are requested to fill their name in the NAME OF INVIGILATOR column and their respective signature in the SIGNATURE column on the answer sheets of the students.**

TEACHERS PARTICIPATING IN EVALUATION AND PAPER SETTING

TEACHERS PARTICIPATING IN EVALUATION AND PAPER SETTING (Sample)

1.1.3 Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year

1. Academic council/BoS of Affiliating university
2. Setting of question papers for UG/PG programs
3. Design and Development of Curriculum for Add on/ certificate/ Diploma Courses
4. Assessment /evaluation process of the affiliating University

S. No.	Proof Name
1	Setting of question papers for UG/PG programs certificate/ Diploma Courses/ External Examiner - Pro. <u>Vanita Sondhi</u>
2	Setting of question papers for UG/PG programs - Dr. <u>Isha Gupta</u>
3	Setting of question papers for UG/PG programs / Evaluation - Mr. <u>Arvind Kumar</u>
4	Setting of question papers for UG/PG programs - Dr. <u>Anita Bakshi</u>
5	Setting of question papers for UG/PG programs - Dr. <u>Ratish Chandra Jha</u>
6	Setting of question papers for UG/PG programs - Dr. <u>Sunil Kumar Verma</u>
7	Setting of question papers for UG/PG programs - Pro. <u>Salma Seth</u>
8	Setting of question papers for UG/PG programs - Dr. <u>Yojna Kalia</u>
9	Setting of question papers for UG/PG programs - Prof. <u>Sukhmeet Suri</u>
10	Setting of question papers for UG/PG programs - Ms. <u>Kanika Kumar</u>
11	Setting of question papers for UG/PG programs - Dr. <u>Arpna Beniwal</u>



Fwd: Most Urgent : Sem II NEP Paper Setting

1 message

Dr.sangeeta Gupta <dr.sangeeta51@gmail.com>
To: yojnakalia73@gmail.com, manju_rani@aditi.du.ac.in

Fri, 9 Jun 2023 at 4:54 pm

----- Forwarded message -----
From: Most Urgent : Paper Setting <paper.setting.hod.hindi@gmail.com>
Date: Fri, Jun 9, 2023, 4:29 PM
Subject: Most Urgent : Sem II NEP Paper Setting
To: <sangeeta@jdm.du.ac.in>, <dr.sangeeta51@gmail.com>

महोदय/महोदया,

जैसी कि जानकारी है कि शीघ्र ही NEP-UGCF पदधति की सेमेस्टर-II की परीक्षाएं शुरू होने वाली है. इस हेतु निम्नलिखित पाठ्यक्रम में आप पेपर सेटिंग हेतु परीक्षकों की बोर्ड में संयोजक/परीक्षक के रूप में हैं :

परीक्षक-1: Dr. Sangeeta Gupta (JDM) 9999613765 (संयोजक/परीक्षक)

परीक्षक-2: Dr. Manju Rani (Aditi) 9667837330 / 8860165688

परीक्षक-3: Dr. Yojna Kalia (VMC) 9540932431 / 9312832431

परीक्षक बोर्ड को निम्नलिखित पाठ्यक्रम (संलग्न) के पेपर सेटिंग की जिम्मेदारी सौंपी जा रही है :

- Unique Paper Code : 2055201001
- Name of the Paper : Hindi Bhasha aur Sahitya (A)
- Type of the Paper : GE
- Semester : II
- Programme : B.A. Prog.
- Total Marks : 90
- Hrs. : 03