

## EXAM SCRUTINY CELL

Date: 23.09.2025

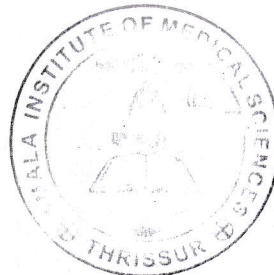
Venue: Principal's Office

- The meeting began with a silent prayer.
- Principal Dr. Betsy Thomas welcomed all the cell members to the meeting.

Points Discussed:

Agenda	Discussion/ Decision taken	Responsibility
Phase III Part 2 Exam Result	The Principal mentioned about the Phase III Part 2 examination result, including the withheld result of four students. Out of these, results of two students were published, while the results of the remaining two were cancelled. They will be required to reappear for all part 2 subjects in the upcoming supplementary examination.	
Use of Mobile Phone	Dr. Deepti Ramakrishnan and Dr. Sruthi M.V raised the concerns regarding the use of mobile phones in the demonstration room before examinations. It was suggested that a rule be made prohibiting the use of mobile phones in the demonstration room as well.	Principal
Circular	It was decided to distribute a circular instructing all departments to submit the question papers and answer keys within two days after the PCT examinations to the Exam Scrutiny Cell.	Principal's office
Faculty & Students Feedback	The cell observed that faculty and students feedback attached with the Form C were being submitted in different formats by departments. To ensure uniformity, it was decided to prepare a common standardized format and distribute it to all departments.	Exam Scrutiny Cell

- The meeting concluded at 12.45 pm.



*Betsy*  
Principal

**Dr. BETSY THOMAS**  
MD, FRCOG, DNB, MICOG  
PRINCIPAL  
AMALA INSTITUTE OF MEDICAL SCIENCES  
AMALA NAGAR, THRISSUR-680 555

## Minutes of the Exam Scrutiny Committee Meeting

**Date:** February 15, 2024, Thursday

**Venue:** DC, Chavara Block

### **Attendees:**

- Dr. Betsy Thomas
- Dr. Joby Thomas K
- Dr. Deepti Ramakrishnan
- Dr. Sruthy M V
- Dr. Anish S
- Dr. George G
- Dr. Lilly Pushmam
- Dr. Lola Das
- Dr. Jeena Jacob

### **Agenda:**

1. Discussion on the distribution of marks for 3rd MBBS Part 2 practical examinations under the new CBME scheme.
2. Consideration of issues related to the reissuing of Degree Certificates.
3. Implementation of guidelines for incorporating candidate photographs in Provisional Degree Certificates.

### **1. Discussion on 3rd MBBS Part 2 Practical Examination Mark Distribution:**

#### **General Surgery (Total Marks: 200)**

- Long Case: Detailed patient case presentation.
- Short Case: Brief patient case presentations.
- OSCE (Objective Structured Clinical Examination): Structured clinical skills assessment.
- Viva Voce: Oral examination based on practical knowledge and case discussions.

#### **Pediatrics (Total Marks: 100)**

- Long Case: Detailed patient case presentation.
- Short Case: Brief patient case presentations.
- OSCE: Structured clinical skills assessment.
- Viva Voce: Oral examination based on practical knowledge and case discussions.

#### **Obstetrics and Gynecology (Total Marks to be specified)**

- Long Case: Detailed patient case presentation.
- Short Case: Brief patient case presentations.
- OSCE: Structured clinical skills assessment.
- Viva Voce: Oral examination based on practical knowledge and case discussions.



**Resolution:** The distribution for General Surgery and Pediatrics was approved as proposed. Detailed marks for Obstetrics and Gynecology will be finalized in the next meeting upon receipt of the latest guidelines from the university.

## 2. Reissuing of Degree Certificates:

### Key Issues Discussed:

- Instances of printing errors regarding date of birth.
- Photo mismatches due to incorrect uploads by colleges.
- Necessity for reissuing Degree Certificates after proper verification.

### Recommendations:

- Emphasis on careful verification of photos and dates of birth before printing certificates.
- Colleges to follow strict protocols for photo uploads to minimize errors.

### Incorporation of Candidate Photographs in Provisional Degree Certificates:

#### Discussion Points:

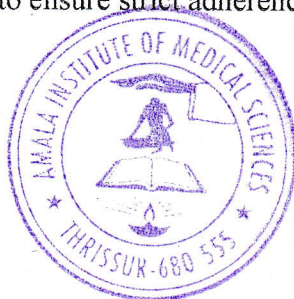
- Ensuring accuracy of candidate photographs on Provisional Degree Certificates (ePCs) to avoid errors on original Degree Certificates.
- Guidelines for photo uploads to be strictly followed by colleges:
  - Photo must clearly show the candidate's face and shoulders.
  - Dimensions: 200 pixels height x 150 pixels width.
  - Format: jpg, maximum size 30KB.
  - Background: single light color (preferably white).
  - Full face should be centered, with eyes open and no hats/caps/scarfs unless for religious reasons.
  - Photos should not include any identifying information (name, date of birth, etc.).

#### Solutions:

- Approval to include candidate photographs from the university database on Provisional Degree Certificates.
- Instructions for affiliated colleges to adhere to new photo upload guidelines from the next admission cycle.
- Implementation sanctioned by the Hon'ble Vice Chancellor following the 77th meeting of the Governing Council.

#### Conclusion:

- The meeting concluded with an agreement to finalize the mark distribution for Obstetrics and Gynecology in the next session and to ensure strict adherence to the new photo upload guidelines.



*rehan*  
Principal