Exams Committee:

A) Constitute:
- Dr. N.C. Shah (Chairman)
- Dr. Chinmay K Desai (Member Secretary)
- Prof. Gunvant Solanki (Member)
- Prof. Vikesh Patel (Member)
- Prof. Tarunika Chaudhari (Member)
- Prof. Purvi Rekh (Member)
- Prof. Krupa Dave (Member)
- Prof. Jayesh Munjani (Member)
- Prof. Vinay Bhavsar (Member)

B) Function:
- To conduct internal exams at institute.
- To make necessary arrangements that include time-table, seating arrangement, arrangement of stationary, declaration of results.
- To analyze results Semesterwise, Subjectwise and make suggestion for corrective actions.
- To suggest any improvements in the existing examination system for betterment.

C) Process:
- HoDs will co-ordinate conduction of exams at department level. HoDs also ensure faire conduction exams as well as uniform distribution of exam related duties.

Responsibilities of members of committee
- Internal members on the committee shall be nominated by the Director/HoDs.
- Internal members shall participate actively in all meetings of the committee.
- External members on the committee shall be nominated by the Provost/Director.
- Internal members shall report the decisions made by the committee to their respective departments for necessary action/implementation.

Responsibilities of the members secretary of the committee
- The member’s secretary with permission of the chair shall prepare the agenda and call the meetings.
- The member secretary shall circulate minutes of the meetings to all members of the Board.