

Examination Committee.

List of Members.

S.No.	Name of the Committee Members.
1.	Dr. V. Sujatha, Principal.
2.	Dr. S. Ramalakshmi, Vice Principal.
3.	Dr. Srinivasthita Prakash, Vice Principal.
4.	Ms. V. Romya, Controller of Examination.
5.	Ms. N. Sivapriya, Deputy, Controller of Examination.
6.	Dr. S. Premalatha, Head, Dept. of Mathematics.
7.	Dr. H. Abirami, Deputy Head, Dept of Bio-Technology.
8.	Dr. M. Parveen, Head, Department of Information Technology.
9.	Dr. P. Kavitha, Associate Professor, Dept of Commerce.
10.	Dr. P. Umila, Head (PG) - Dept. of English.
11.	Ms. P. Poomi, Librarian, Resource Centre.
12.	Ms. P. Malathy, Chief Clerk, Office.



Agenda (27.07.19)

- * Plan of Schedule for End Semester Examination - Theory and Practical.
- * Norms for Continuous Internal Assessment.
- * Question Bank.
- * Examination Fee, Filling of Application Form, Release of Time Table.
- * Evaluation.
- * Details for Improvement in Continuous Internal Assessment.
- * Purchase Committee.



[Signature]
Principal
Cauvery College For Women
(Autonomous)
Annamalai Nagar,
Tiruchirappalli - 620 018.
Tamilnadu.

2019 - 2020

Minutes of the Meeting - (27.07.2019)

- * Schedule for End Semester Examination was discussed and finalized. The Theory Exam will be conducted in month of November from NOV 1st 2019 to NOV 7th 2019. for UG & PG
- * The Practical Exams will be conducted in Parvathi University Practical Exams.
- * Question Paper setters ought to follow the Blooms Taxonomy - Outcome Based Pattern.
- * Question Paper setters are appointed from the list collected from other University and Colleges out of India
- * Norms for Continuous Internal Assessment was discussed and resolved - 25 Marks for Internals and 75 marks for Externals - The 25 marks of Internal is allocated as follows - 10 marks of 2 Test [mid semester (5) & Model (5)] + 5m - Seminar, 5 - Assignment, 5M. for library attendance.
- * Question Bank Strategy was deliberated - [each UG course should have 400 heterogeneous. Question - Under Section A - 40 question per Unit = 4000 Section B - 240 question, & Section C - 20 question] [PG Courses - 150 questions Section A, 40 question - Section B, 20 question for Section C] with the level of.

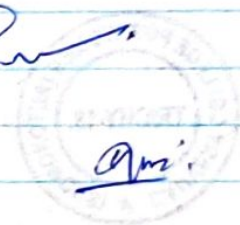
k ₁ - A	}	UG	k ₁ & k ₂ - A
k ₂ - B			k ₃ & k ₄ - B
k ₃ - C			k ₅ & k ₆ - C
- * Dates were determined for filling of the Application forms, Payment of Examination fee & Hall Ticket issues - which are as follows.
 - Application Form -
 - Payment of Exam fees -
 - Hall Ticket issues - 28th October.

- * Evaluation:- Examiners are Preordained from the Staff returns sent to the Colleges - with in Trichy
- * each examiners would be allotted - Per day - with minimum of 40 Scripts and Maximum of 50 Scripts. (depends on the number of scripts and the Examiners.
- * Internal Examiners are Ordain for Evaluating the Part IV listed Courses - Environmental studies, Value Education, Soft Skills and Gender studies.
- * Result would be released in a period of 10 days after the completion of valuation.
- * Improvement of Continuous Internal Assessment would be permitted for the Candidates with a fee of Rs = 75/- Per Course.
- * Proposal for Purchase Committee.



V. Vignesh
 Principal
 CAJVVY COLLEGE FOR WOMEN
 (Autonomous)
 Nagar,
 Trichy-18, Tamil Nadu.

2019 - 2020

Name of the member	Signature
1. Dr. V. Sujathā,	v. sujatha
2. Dr. S. Ramalakshmi,	S. Ramalakshmi
3. Dr. V. Sirthu Janitha Prakash.	***
4. Ms. V. Ramya.	Ramya
5. Ms. N. Sivapriya.	N. Sivapriya
6. Dr. S. Premalathā.	S. Premalatha
7. Dr. H. Abirami	***
8. Dr. M. Parveen.	M. Parveen
9. Dr. P. Kavitha.	 P. Kavitha
10. Dr. P. Urmila.	P. Urmila
11. Ms. S. Poomi	S. Poomi
12. Ms. P. Malathy.	P. Malathy

* In absentia.

2019-2020

Minutes of the Meet- Examination Committee.

Date :- 10.01.2020.

Day :- Friday.

Time :- 10.30 am.

Venue :- Principal's Cabin.

Agenda:-

- i) Plan the Academic Calendar of Events for Even Semester.
- ii) Introduction of NET Oriented Paper.
- iii) Exam related grievances.
- iv) Conduct of Examination.
- v) Internals.

Discussion:-

- * Unit Test to be Conducted as per schedule
- * Academic Calendar - 2019-2020. Even Semester.
- * Hall Ticket issue - 19.2.2020
- * M.Phil. Examination & valuation - 19.2.2020 - 22/2/2020
- * End Semester Practical Examination. UG & PG } - 18/03/2020 - 31/03/2020
- * Model Exam begins - 01/04/2020.
- * CIA to be Signed by the students - 09/04/2020.
- * Hall Ticket issue } - 20/04/2020.
- * CIA updation - UG & PG }
- * End Semester begins (Theory) - 22/04/2020.

- * Valuation begins - 27.04.2020.
- * Publication of Results - 11.05.2020.
- * Competitive Examination based Paper (NET) are

introduced in autonomous stream for all the PG programmes in the 3rd semester.

- * Examination related grievances to be recorded.

If there is any problem in the question paper, students have the provision of filing their grievances in a prescribed form available with the Chief Superintendent and the filled-in form must be submitted within 2 hours of completion of the examination. The grievances are then forwarded to the respective Head of the Department and she would seek the opinion/comments of the subject teacher. The Head of the Department will give her comments on the teachers' response to the grievances. If the HoD is not available for any reason, then the next senior teacher of the department would take up this responsibility. The Chief Superintendent will forward the grievances to the CoE section.

- * Qualified Members to be appointed for Question Paper setting, Valuation and Practical Examinations.



r. vijatha
 Principal
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 Annamalai Nagar,
 Tiruchirappalli - 620 018,
 Tamilnadu.

2019 - 2020

Name of the Staff	Signature
1. Dr. V. Sujatha	V. Sujatha
2. Dr. S. Ramalakshmi	S. Ramalakshmi
3. Dr. V. Srinthu Janita Prakash	Srinthu Prakash
4. Ms. V. Ramya	Ramya
5. Ms. N. Sivapriya	N. Sivapriya
6. Dr. S. Premalatha	S. Premalatha
7. Dr. H. Abirami	H. Abirami
8. Dr. M. Parveen	M. Parveen
9. Dr. P. Kavitha	P. Kavitha
10. Dr. P. Urmila	P. Urmila
11. Ms. S. Poomi. (Lib)	S. Poomi
12. Ms. P. Malathi. (off)	P. Malathi