

KOVAI KALAIMAGAL COLLEGE OF ARTS AND SCIENCE

(An Autonomous Institute, Affiliated to Bharathiar University, Coimbatore)

Re-accredited with "A" Grade by NAAC

Narasipuram, Coimbatore - 641 109

09.01.2020

Minutes of the meeting of the Examination Committee held on 09.01.2020, Thursday at 10.00 am in the Principal's office.

The following members were present:

1. Dr.N.Mala, Principal - Chairman *N. Mala 20-2-2020*
2. Dr.M.Sengaliappan , Dean, CS *M.Sengaliappan*
3. Mrs.D.Umanandhini, Head , CS (UG & PG) *Umanandhini 9/1/2020*
4. Mrs.C.Senbagavalli, Head, IT (UG & PG) *Senbagavalli 9/1/2020*
5. Mrs.N.Madhubala, Head, BCA *Madhubala 9/1/2020*
6. Dr.V.Vijayalakshmi, Dean, Commerce *V.Vijayalakshmi 9/1/2020*
7. Ms.E.Karthika, Head ,Commerce *E.Karthika 9/1/2020*
8. Dr.N.Priyadharshini, Head , Commerce with CA(UG & PG) *Priyadharshini 20/1/2020*
9. Mrs.P.Pavithra, Head , Commerce with PA - *Pavithra 20/1/2020*
10. Dr.S.Mazhalai Silambu, Head, Tamil *Mazhalai Silambu*
11. Mrs.T.Suriyaprabha, Head, English - *Suriyaprabha*
12. Ms.M.Muthukani, Head, Mathematics (CA) *M.Muthukani*
13. Mr.P.Ponsekar, CoE, Convenor *P.Ponsekar 9/1/20*

Dr.D.Muthuraj – Advisor regretted his leave of absence.

After formal welcome of the members by the Principal, the items of the agenda were taken up for discussion and the following resolutions were unanimously passed.

It is unanimously resolved to schedule the various activities related to the conduct of the End Assessment Examinations to be conducted during April / May 2020 as follows.

Scheduled Date	Particulars
09.01.2020	Exam Committee Meeting
20.01.2020	Submission of list of students who have to study Basic Tamil
20.01.2020	Submission of list of Elective Subject
20.01.2020	Submission of list of Common Subject
22.01.2020	Submission of syllabus in pdf form for current and arrear subjects
22.01.2020	Submission of list of extra credit courses along with syllabus in pdf form
24.01.2020	Submission of model question papers
01.02.2020	Issue of Exam Applications
01.02.2020	Submission of tentative schedule for practical exam along with the list of internal examiners and skilled assistants
17.02.2020	Payment of Examination fee without fine
29.02.2020	Payment of Examination fee with fine @ Rs.10 per working day
11.03.2020	Release of EAE – Theory Examination Schedule
12.03.2020	Online Continuous Internal Assessment Test II for all III year students
14.03.2020	Payment of Examination fee with fine @ Rs.500
16.03.2020	Model Examination for all UG & PG students
18.03.2020	Returning of all exam applications to CoE Office by Office Superintendent



20.03.2020	Release of EAE – Practical Examination Schedule along with Examiners list by CoE
20.03.2020	Issue of Stationery items for Practical Examinations
21.03.2020	Last Working day for all UG & PG students
21.03.2020	Issue of Hall Tickets from CoE Office to KKCAS office.
23.03.2020	Online End Assessment Exam for all UG & PG (Mathematics for Competitive Examinations , Communication Skills & Aptitude and Soft Skill)
24.03.2020	Submission of Attendance Proforma – All UG & PG
26.03.2020	End Assessment Examinations Practical and Project Viva Voce – All UG & PG
28.03.2020	Submission of Internal Marks – All UG & PG
28.03.2020	Submission of list of Internal Examiners for theory exams - PG
01.04.2020	Dispatch of Stationery Items for End Assessment Theory Examination from CoE Office to Exam Cell.
08.04.2020	End Assessment Examinations Theory – All UG & PG
27.04.2020	Valuation of answer scripts – UG & PG
08.05.2020	Meeting of the Result Passing Board
08.05.2020	Publication of Results

Resolved to dispose the answer scripts of EAE April / May 2019.

As there were no other items to be discussed the meeting came to an end with a vote of thanks proposed by Mr.P.Ponsekar, CoE, KKCAS.



P. P. P. P.
Controller of Examinations
 09/05/2020

Copy to:

1. The Secretary, KKCAS
2. The Trustee , KKCAS
3. All the members of Examination Committee
4. Principal's office, KKCAS