

MINUTES OF MEETING

The first meeting of even semester Examination committee meeting was held on 27.01.2020 at 11:00 a.m in Board room.

Sri.C. Jaysankar , Convener of the Examination committee welcomed all the members of Examination Committee and requested Principal to offer opening remarks. Dr.K.R.Venkatesan, Principal also welcomed the members and informed the objectives of Examination Committee to the members and requested Convener proceed with the agenda.

The minutes of meeting are as follows.

1. The Convener of the Examination Committee instructed the Rules and Regulation for Examinations to all the members.
2. The Principal proposed to issued ruled answer sheets for writing examination instead of note books.
3. The Principal suggested the practice-based learning should conduct at least one paper per semester instead of written CIA examination and also proposed the detailed guidelines for the practice-based learning.
4. The convener suggested that the question paper may be set for 50 marks with 2 hrs duration.
5. The Examination Committee scheduled the first CIA examination on 10.02.2020 to 15.02.2020.
6. The Principal instructed that the question papers submitted to the committee one week before the scheduled date of examination.
7. The Convener instructed the evaluated answer sheets have to be returned students within 7 days from the date of the conduction of the examination and marks to be displayed on notice boards.
8. The Concern subject in charges hand over the mark statement of first CIA examinations to the department examination committee member.
9. Malpractices will be dealt by the disciplinary committee set by the Principal once the examination is over
10. The Examination Committee members were assured to do their duties time to time with full effort which was suggested by Convener and Principal.

Mr.B.Vikram Krishna Exam Committee Member, Department of Bio-Technology, proposed the Vote of Thanks.

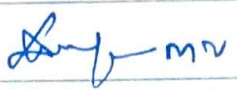





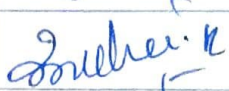



Signature of the Principal



Signature of the Convener

Signature of the Committee Members:

| S.NO | NAME OF THE MEMBERS | DEPARTMENT | SIGNATURE |
|------|----------------------|-----------------|---|
| 1. | Dr.M.V.Dass Prakash | Bio - Chemistry |  |
| 2. | Mr.B.Vikram Krishna | Bio-Technology |  |
| 3. | Mr.R.Arunkumar | Physics |  |
| 4. | Mr.S.Balaji | BCA/CS |  |
| 5. | Mr.R.Thanigaiyarasu | BBA/MBA |  |
| 6. | Mr.P.Elumalai | Maths |  |
| 7. | Mr.S.MohanRaj | English |  |
| 8. | Ms.R.Keerthana | Commerce |  |
| 9. | Mrs.K.Viji | Commerce |  |
| 10. | Dr.K.Sivasubramanian | Micro-Biology |  |

2

MINUTES OF MEETING

The second meeting of even semester Examination committee meeting was held on 19.02.2020 at 11:00 a.m in Board room.

Sri.C. Jaysankar , Convener of the Examination committee welcomed all the members of Examination Committee and requested Principal to offer opening remarks.


Dr.K.R. Venkatesan, Principal also welcomed the members and informed the objectives of Examination Committee to the members and requested Convener proceed with the agenda.

The minutes of meeting are as follows.

1. The Convener of the Examination Committee instructed the Rules and Regulation for Examinations to all the members.
2. The Principal proposed to issued ruled answer sheets for writing examination instead of note books.
3. The Principal suggested the practice-based learning should conduct at least one paper per semester instead of written CIA examination and also proposed the detailed guidelines for the practice-based learning.
4. The convener suggested that the question paper may be set for 50 marks with 2 hrs duration.
5. The Examination Committee scheduled the second CIA examination on 24.02.2020 to 28.02.2020.
6. The Principal instructed that the question papers submitted to the committee one week before the scheduled date of examination.
7. The Convener instructed the evaluated answer sheets have to be returned students within 7 days from the date of the conduction of the examination and marks to be displayed on notice boards.
8. The Concern subject in charges hand over the mark statement of second CIA examinations to the department examination committee member.
9. Malpractices will be dealt by the disciplinary committee set by the Principal once the examination is over
10. The Examination Committee members were assured to do their duties time to time with full effort which was suggested by Convener and Principal.

Mr.R.Thanigaiyarasu Exam Committee Member, Department of Business Administration, proposed the Vote of Thanks.

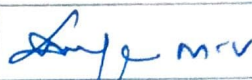


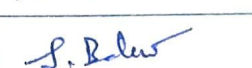
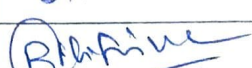





Signature of the Principal


(2) 20

Signature of the Convener



Signature of the Committee Members:

| S.NO | NAME OF THE MEMBERS | DEPARTMENT | SIGNATURE |
|------|----------------------|-----------------|---|
| 1. | Dr.M.V.Dass Prakash | Bio - Chemistry |  |
| 2. | Mr.B.Vikram Krishna | Bio-Technology |  |
| 3. | Mr.R.Arunkumar | Physics |  |
| 4. | Mr.S.Balaji | BCA/CS |  |
| 5. | Mr.R.Thanigaiyarasu | BBA/MBA |  |
| 6. | Mr.P.Elumalai | Maths |  |
| 7. | Mr.S.MohanRaj | English |  |
| 8. | Ms.R.Keerthana | Commerce |  |
| 9. | Mrs.K.Viji | Commerce |  |
| 10. | Dr.K.Sivasubramanian | Micro-Biology |  |

2

MINUTES OF MEETING

The third meeting of even semester Examination committee meeting was held on 03.03.2020 at 11:00 a.m in Board room.

Sri.C. Jaysankar, Convener of the Examination committee welcomed all the members of Examination Committee and requested Principal to offer opening remarks.
Dr.K.R. Venkatesan, Principal also welcomed the members and informed the objectives of Examination Committee to the members and requested Convener proceed with the agenda.

The minutes of meeting are as follows.




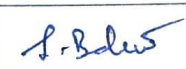

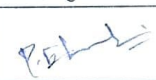

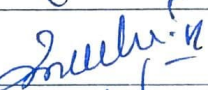


1. The Convener of the Examination Committee instructed the Rules and Regulation for Examinations to all the members.
2. The Principal proposed to issued ruled answer sheets for writing examination instead of note books.
3. The Principal suggested the practice based learning should conduct at least one paper per semester instead of written CIA examination and also proposed the detailed guidelines for the practice based learning.
4. The convener suggested that the question paper may be set for 50 marks with 2 hrs duration.
5. The Examination Committee scheduled the third CIA examination on 09.03.2020 to 11.03.2020.
6. The Principal instructed that the question papers submitted to the committee one week before the scheduled date of examination.
7. The Convener instructed the evaluated answer sheets have to be returned students within 7 days from the date of the conduction of the examination and marks to be displayed on notice boards.
8. The Concern subject in charges hand over the mark statement of third CIA examinations to the department examination committee member.
9. Malpractices will be dealt by the disciplinary committee set by the Principal once the examination is over
10. The Examination Committee members were assured to do their duties time to time with full effort which was suggested by Convener and Principal.

Mr.S.Balaji Exam Committee Member, Department of Computer Science, proposed the Vote of Thanks.

Signature of the Principal

Signature of the Convener

Signature of the Committee Members:

| S.NO | NAME OF THE MEMBERS | DEPARTMENT | SIGNATURE |
|------|----------------------|-----------------|---|
| 1. | Dr.M.V.Dass Prakash | Bio - Chemistry |  |
| 2. | Mr.B.Vikram Krishna | Bio-Technology |  |
| 3. | Mr.R.Arunkumar | Physics |  |
| 4. | Mr.S.Balaji | BCA/CS |  |
| 5. | Mr.R.Thanigaiyarasu | BBA/MBA |  |
| 6. | Mr.P.Elumalai | Maths |  |
| 7. | Mr.S.MohanRaj | English |  |
| 8. | Ms.R.Keerthana | Commerce |  |
| 9. | Mrs.K.Viji | Commerce |  |
| 10. | Dr.K.Sivasubramanian | Micro-Biology |  |