



# SRI SANKARA ARTS AND SCIENCE COLLEGE

(Autonomous)

Enathur, Kanchipuram – 631 561

## CONTINUOUS INTERNAL ASSESSMENT

### MINUTES OF MEETING

The meeting of Even semester Examination committee meeting was held on 09.03.2023.


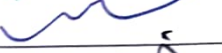
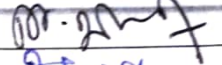
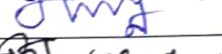
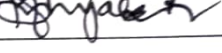
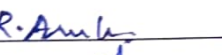




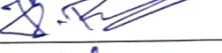
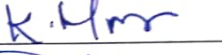


Dr. A. Vikraman, Convener of the Internal Examination Committee welcomed Chairman and all the members of Examination Committee. Dr.K.R.Venkatesan, Principal also welcomed the members and informed the objectives of Examination Committee to the members and requested Convener proceed with the agenda.

The minutes of the meeting are as follows:

1. The Convener of the Internal Examination Committee instructed the Rules and Regulations for Examinations to all the members.
2. The principal proposed to conduct the second CIA Examination.
3. The principal instructed that to prepare the different question papers for the CIA Examination based on the student's strength in the class.
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 for all UG and all PG on 16/03/2023, 17/03/2023 and 18/03/2023 for 1<sup>st</sup> batch and 24/03/2023, 25/03/2023 and 31/03/2023 for 2<sup>nd</sup> batch students.
6. The principal instructed that the question papers should submitted to the committee one week before the scheduled date of examination.
7. The chairman instructed the evaluated answer sheets have to be returned students within 7 days from the date of conduction of the examination and marks to be displayed on notice boards of each department.
8. The concern subject in-charges hand over the mark statement of second CIA examinations to the department examination committee member.
9. The examination committee members were assured to do their duties time to time with full effort which was suggested by Convener and Principal.

The meeting was concluded after vote of thanks proposed by Convener.

**Signature of Committee Members:**

Sl. NO	Name of Committee Member	Department	Signature
1.	Dr. K. R. Venkatesan	Principal	
2.	Dr. A. Vikraman	Convener	
3.	Mr. S. Vijayakumar	English	
4.	Dr. N. Appadurai	Tamil	
5.	Mr. R. Jayakumar	Mathematics	
6.	Dr. R. Arunkumar	Physics	
7.	Dr. M.V. Dass Prakash	Bio Chemistry	
8.	Dr. V. Guruchandran	Bio Technology	
9.	Mr. M. Saravanan	Computer Science	
11.	Dr. P. Yasodha	Computer Science	
12.	Dr. K. Rajesh	Micro Biology	
13.	Dr. K. Murugan	Commerce	
14.	Mrs. D. Hemalatha	Commerce	
15.	Mrs. A. Poorani	Business Administration	



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## CONTINUOUS INTERNAL ASSESSMENT

### MINUTES OF MEETING

The meeting of odd semester Examination committee meeting was held on 27.07.2023.


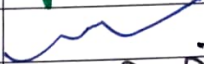
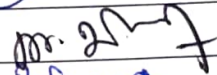
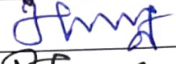
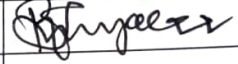
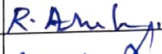


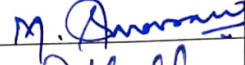


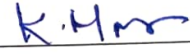


Dr. A. Vikraman, Convener of the Internal Examination Committee welcomed Chairman and all the members of Examination Committee. Dr.K.R.Venkatesan, Principal also welcomed the members and informed the objectives of Examination Committee to the members and requested Convener proceed with the agenda.

The minutes of the meeting are as follows:

1. The Convener of the Internal Examination Committee instructed the Rules and Regulations for Examinations to all the members.
2. The principal proposed to conduct the first CIA Examination.
3. The principal instructed that to prepare the different question papers for the CIA Examination based on the student's strength in the class.
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 for II, III UG and II PG on 04/08/2023, 05/08/2023 and 10/08/2023 for 1<sup>st</sup> batch and 11/08/2023, 18/08/2023 and 19/08/2023 for 2<sup>nd</sup> batch students.
6. The principal instructed that the question papers should submitted to the committee one week before the scheduled date of examination.
7. The chairman instructed the evaluated answer sheets have to be returned students within 7 days from the date of conduction of the examination and marks to be displayed on notice boards of each department.
8. The concern subject in-charges hand over the mark statement of first CIA examinations to the department examination committee member.
9. The examination committee members were assured to do their duties time to time with full effort which was suggested by Convener and Principal.

The meeting was concluded after vote of thanks proposed by Convener.

**Signature of Committee Members:**

SI. NO	Name of Committee Member	Department	Signature
1.	Dr. K. R. Venkatesan	Principal	
2.	Dr. A. Vikraman	Convener	
3.	Mr. S. Vijayakumar	English	
4.	Dr. N. Appadurai	Tamil	
5.	Mr. R. Jayakumar	Mathematics	
6.	Dr. R. Arunkumar	Physics	
7.	Dr. M.V. Dass Prakash	Bio Chemistry	
8.	Dr. V. Guruchandran	Bio Technology	
9.	Mr. M. Saravanan	Computer Science	
11.	Dr. P. Yasodha	Computer Science	
12.	Dr. K. Rajesh	Micro Biology	
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14.	Mrs. D. Hemalatha	Commerce	
15.	Mrs. A. Poorani	Business Administration	



# **SRI SANKARA ARTS AND SCIENCE COLLEGE**

**(Autonomous)**

**Enathur, Kanchipuram – 631 561**

## **CONTINUOUS INTERNAL ASSESSMENT**

### **MINUTES OF MEETING**

The meeting of odd semester Examination committee meeting was held on 17.08.2023.

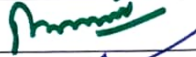
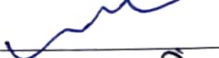
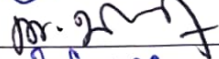
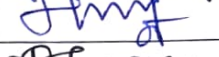

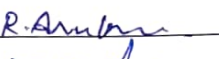

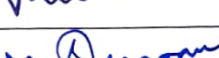
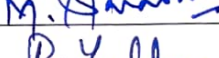

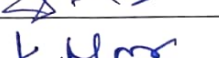
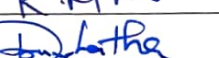
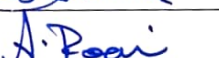

Dr. A. Vikraman, Convener of the Internal Examination Committee welcomed Chairman and all the members of Examination Committee. Dr.K.R.Venkatesan, Principal also welcomed the members and informed the objectives of Examination Committee to the members and requested Convener proceed with the agenda.

The minutes of the meeting are as follows:

1. The Convener of the Internal Examination Committee instructed the Rules and Regulations for Examinations to all the members.
2. The principal proposed to conduct the first CIA Examination.
3. The principal instructed that to prepare the different question papers for the CIA Examination based on the student's strength in the class.
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 for I UG and IPG on 24/08/2023, 25/08/2023 and 01/09/2023.
6. The principal instructed that the question papers should submitted to the committee one week before the scheduled date of examination.
7. The chairman instructed the evaluated answer sheets have to be returned students within 7 days from the date of conduction of the examination and marks to be displayed on notice boards of each department.
8. The concern subject in-charges hand over the mark statement of first CIA examinations to the department examination committee member.
9. The examination committee members were assured to do their duties time to time with full effort which was suggested by Convener and Principal.

The meeting was concluded after vote of thanks proposed by Convener.

**Signature of Committee Members:**

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2.	Dr. A. Vikraman	Convener	
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# SRI SANKARA ARTS AND SCIENCE COLLEGE

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## CONTINUOUS INTERNAL ASSESSMENT

### MINUTES OF MEETING

The meeting of odd semester Examination committee meeting was held on 22.09.2023.

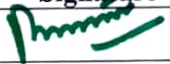
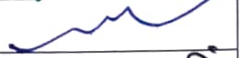


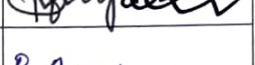
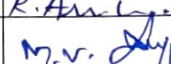
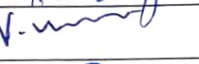

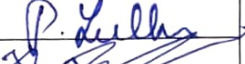
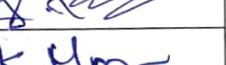
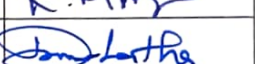
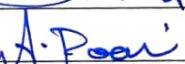


Dr. A. Vikraman, Convener of the Internal Examination Committee welcomed Chairman and all the members of Examination Committee. Dr.K.R.Venkatesan, Principal also welcomed the members and informed the objectives of Examination Committee to the members and requested Convener proceed with the agenda.

The minutes of the meeting are as follows:

1. The Convener of the Internal Examination Committee instructed the Rules and Regulations for Examinations to all the members.
2. The principal proposed to conduct the second CIA Examination.
3. The principal instructed that to prepare the different question papers for the CIA Examination based on the student's strength in the class.
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 for II, III UG and II PG on 29/09/2023, 30/09/2023 and 06/10/2023 for 1<sup>st</sup> batch students and 07/10/2023, 12/10/2023 and 13/10/2023 for 2<sup>nd</sup> batch students.
6. The principal instructed that the question papers should submitted to the committee one week before the scheduled date of examination.
7. The chairman instructed the evaluated answer sheets have to be returned students within 7 days from the date of conduction of the examination and marks to be displayed on notice boards of each department.
8. The concern subject in-charges hand over the mark statement of second CIA examinations to the department examination committee member.
9. The examination committee members were assured to do their duties time to time with full effort which was suggested by Convener and Principal.

The meeting was concluded after vote of thanks proposed by Convener.

**Signature of Committee Members:**

Sl. NO	Name of Committee Member	Department	Signature
1.	Dr. K. R. Venkatesan	Principal	
2.	Dr. A. Vikraman	Convener	
3.	Mr. S. Vijayakumar	English	
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# **SRI SANKARA ARTS AND SCIENCE COLLEGE**

**(Autonomous)**

**Enathur, Kanchipuram – 631 561**

## **CONTINUOUS INTERNAL ASSESSMENT**

### **MINUTES OF MEETING**

The meeting of odd semester Examination committee meeting was held on 13.10.2023.


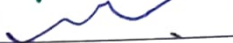
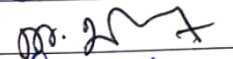
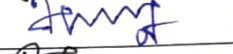
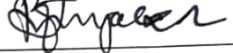
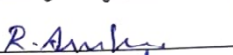



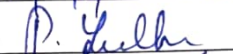

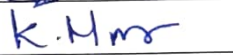

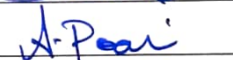
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The minutes of the meeting are as follows:

1. The Convener of the Internal Examination Committee instructed the Rules and Regulations for Examinations to all the members.
2. The principal proposed to conduct the second CIA Examination.
3. The principal instructed that to prepare the different question papers for the CIA Examination based on the student's strength in the class.
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 for I UG and I PG on 20/10/2023, 21/10/2023 and 27/10/2023 for I UG and 03/11/2023, 04/11/2023 and 10/11/2023 for I PG.
6. The principal instructed that the question papers should submitted to the committee one week before the scheduled date of examination.
7. The chairman instructed the evaluated answer sheets have to be returned students within 7 days from the date of conduction of the examination and marks to be displayed on notice boards of each department.
8. The concern subject in-charges hand over the mark statement of second CIA examinations to the department examination committee member.
9. The examination committee members were assured to do their duties time to time with full effort which was suggested by Convener and Principal.

The meeting was concluded after vote of thanks proposed by Convener.

**Signature of Committee Members:**

SI. NO	Name of Committee Member	Department	Signature
1.	Dr. K. R. Venkatesan	Principal	
2.	Dr. A. Vikraman	Convener	
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## CONTINUOUS INTERNAL ASSESSMENT

### MINUTES OF MEETING

The meeting of odd semester Examination committee meeting was held on 23.11.2023.


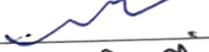






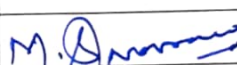
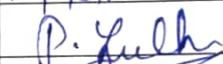


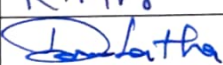
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The minutes of the meeting are as follows:

1. The Convener of the Internal Examination Committee instructed the Rules and Regulations for Examinations to all the members.
2. The principal proposed to conduct the third CIA Examination.
3. The principal instructed that to prepare the different question papers for the CIA Examination based on the student's strength in the class.
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 for I PG on 06/12/2023, 07/12/2023 and 08/12/2023.
6. The principal instructed that the question papers should submitted to the committee one week before the scheduled date of examination.
7. The chairman instructed the evaluated answer sheets have to be returned students within 7 days from the date of conduction of the examination and marks to be displayed on notice boards of each department.
8. The concern subject in-charges hand over the mark statement of third CIA examinations to the department examination committee member.
9. The examination committee members were assured to do their duties time to time with full effort which was suggested by Convener and Principal.

The meeting was concluded after vote of thanks proposed by Convener.

**Signature of Committee Members:**

SI. NO	Name of Committee Member	Department	Signature
1.	Dr. K. R. Venkatesan	Principal	
2.	Dr. A. Vikraman	Convener	
3.	Mr. S. Vijayakumar	English	
4.	Dr. N. Appadurai	Tamil	
5.	Mr. R. Jayakumar	Mathematics	
6.	Dr. R. Arunkumar	Physics	
7.	Dr. M.V. Dass Prakash	Bio Chemistry	
8.	Dr. V. Guruchandran	Bio Technology	
9.	Mr. M. Saravanan	Computer Science	
11.	Dr. P. Yasodha	Computer Science	
12.	Dr. K. Rajesh	Micro Biology	
13.	Dr. K. Murugan	Commerce	
14.	Mrs. D. Hemalatha	Commerce	
15.	Mrs. A. Poorani	Business Administration	